

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LUFKIN, TEXAS HELD ON THE 15th DAY OF AUGUST, 2023.

On the 15th day of August, 2023, the City Council of the City of Lufkin, Texas convened in a Regular Meeting in the Council Chambers of City Hall with the following members, thereof to wit:

Mark Hicks	Mayor
Robert Shankle	Mayor Pro Tem
Guessippina Bonner	Councilmember, Ward No. 1
Brent Watkins	Councilmember, Ward No. 3
Wes Suiter	Councilmember, Ward No. 4
Rocky Thigpen	Councilmember, Ward No. 5
Adam Lowther	Councilmember, Ward No. 6
Kevin Gee	City Manager
Kristi Skillern	City Attorney
Gerald Williamson	Assistant City Manager
Brian Bray	Assistant City Manager
Kara Andrepont	City Secretary
Adriana Thomasee	Human Resources
David Thomas	Police Chief
Buddy Cross	Assistant Police Chief
Jesse Moody	Fire Chief
Jessica Pebsworth	Communications Director
Belinda Melancon	Finance Director
Eddie Aguilar	Engineering Services Director
Scott Rayburn	Planning Director
Calvin Toups	Building Official
Brant Lee	Convention Services Director
Albert Duffield	Utilities Director

being present when the following business was transacted.

INVOCATION – The meeting was opened with prayer by Assistant City Manager Gerald Williamson.

PUBLIC COMMENT – Mayor Mark Hicks opened the meeting for public comment on any posted agenda item at 5:01 p.m. There being no one who wished to speak; Mayor Hicks closed the public comment period.

PRESENTATION

1. PRESENTATION OF THE 2022 ANNUAL FINANCIAL REPORT – APPROVED.

Richard Rudel with Alexander, Lankford & Hiers was present to answer any questions. There were none.

CONSENT AGENDA

- 2. MINUTES OF THE REGULAR CITY COUNCIL MEETING OF AUGUST 1ST, 2023 - APPROVED.**
- 3. GRANT FUNDING FROM THE TRAUMA SERVICE AREA H REGIONAL ADVISORY COUNCIL FOR THE LUFKIN FIRE DEPARTMENT AND FIRST READING OF AN ORDINANCE AUTHORIZING AN AMENDMENT TO THE 2022 – 2023 OPERATING BUDGET (BUDGET AMENDMENT NO. 17) APPROPRIATING THE FUNDING - APPROVED.**
- 4. RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE INTERLOCAL AGREEMENTS WITH ANGELINA COUNTY AND SURROUNDING ENTITIES FOR ANIMAL SERVICES – APPROVED.**

Councilmember Brent Watkins moved to approve all items on the Consent Agenda as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

BUSINESS AGENDA

5. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF LUFKIN, TEXAS BY GRANTING A SPECIAL USE PERMIT FOR A COMMERCIAL AMUSEMENT (INDOORS) “EVENT VENUE” ON PROPERTY ADDRESSED AS 921 ELLIS AVENUE – APPROVED.

City Manager Kevin Gee stated the applicant, Vanity Thomas, on behalf of Ed Saenz with Designfab Inc., had requested a Special Use Permit for Commercial Amusement (Indoors) “Event Venue” within a retail strip center on the corner of Ellis Avenue and South Bynum Street. City Manager Gee furthered the approximately 1,100 square foot lease area was currently occupied by Grey Star Photography Studio and the applicant intended to incorporate her photography studio into the proposed Grey Star Event Studio. City Manager Gee stated a letter of intent had been provided stating the event studio would offer bookings for such things as birthday parties, wedding showers, and graduation parties along with other uses listed within the letter. City Manager Gee furthered the maximum occupancy, as determined by the Building Official, would be forty-nine (49) in order to meet building code. City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee stated Staff found the proposed special use permit consistent with the current existing area uses as well as the current “Institutional” future land use classification. City Manager Gee furthered the request was unanimously recommended for approval by the Planning and Zoning Commission during the July 24, 2023 meeting.

City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider on Second Reading an Ordinance granting a Special Use Permit for Commercial Amusement (Event Venue) on property addressed as 921 Ellis Avenue.

Mayor Mark Hicks opened the Public Hearing at 5:04 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from the City Council.

Councilmember Guessippina Bonner moved to approve the Ordinance as presented. Councilmember Brent Watkins seconded the motion and a unanimous vote to approve was recorded.

6. PUBLIC HEARING AND SECOND READING OF AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF LUFKIN, TEXAS BY CHANGING THE ZONING TO “COMMERCIAL” ON PROPERTY ADDRESSED AS 3002 AND 3006 NORTH JOHN REDDITT DRIVE – APPROVED.

City Manager Kevin Gee stated the applicant, Stream House Leveling Inc., had requested a zone change from “Residential Medium” to “Commercial” for 3002 and 3006 North John Redditt Drive. City Manager Gee furthered the two (2) properties were currently occupied by a small metal building and the purpose of the zone change was to allow for a house leveling business. City Manager Gee highlighted the location of the property and surrounding uses. City Manager Gee stated Staff found the proposed zone change consistent with the current existing area uses as well as the current “Transportation and Warehouse” future land use classification. City Manager Gee furthered the request was unanimously recommended for approval by the Planning and Zoning Commission during the July 24, 2023 meeting.

City Manager Gee concluded Staff recommended City Council conduct a Public Hearing and consider approval on Second of an Ordinance changing the zoning to “Commercial” on property located at 3002 & 3006 North John Reddit Drive.

Mayor Mark Hicks opened the Public Hearing at 5:06 p.m. There being no one who wished to speak; Mayor Hicks closed the Public Hearing and requested comments from the City Council.

Councilmember Guessippina Bonner moved to approve the Ordinance as presented. Councilmember Adam Lowther seconded the motion and a unanimous vote to approve was recorded.

7. FIRST READING OF AN ORDINANCE REGARDING SHORT TERM RENTAL PROPERTIES – APPROVED.

City Manager Kevin Gee stated the City of Lufkin currently had at least forty (40) short-term rentals within the city limits with no Ordinances that addressed the use of property for that purpose. City Manager Gee furthered using residential property for short-term rentals was becoming more common, indicated by an increase of 55% in the last year. City Manager Gee stated the presence of commercial

type activity in residential areas could potentially have an effect on other properties in neighborhoods. City Manager Gee furthered in order to establish guidelines for operation and monitor the collection of Hotel/Motel Tax, Staff found it beneficial to the community to enact an ordinance regulating short-term rentals. City Manager Gee stated the Ordinance included a simple process for registration and permitting and also included regulations to protect the property owners, the safety of guests, as well as residential neighborhoods. City Manager Gee furthered the Ordinance would include provisions for registration, annual inspections, parking requirements, liability insurance requirements, and collection of hotel-motel occupancy taxes. City Manager Gee stated Staff proposed retaining the services of a host compliance platform to identify the property owners, consistently monitor the many host websites (Airbnb, VRBO, etc.), assist with enforcement of the ordinance, and collect the hotel-motel taxes. City Manager Gee furthered Staff believed enacting a short-term rental Ordinance was necessary to preserve residential neighborhoods and protect adjacent property values.

City Manager Gee concluded Staff recommended City Council consider approval on First Reading of an Ordinance regarding Short Term Rental Properties.

Councilmember Guessippina Bonner asked if existing short-term rental properties would be “grandfathered” or if everyone would be starting from scratch. City Attorney Kristi Skillern stated all short-term rentals would be starting from scratch. Councilmember Adam Lowther asked what would be defined as a short-term rental. City Manager Kevin Gee stated the Ordinance defined a short-term rental as 30 days or less.

Councilmember Wes Suiter moved to approve the Ordinance as presented. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

8. RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH FLOCK GROUP, INC. FOR THE INSTALLATION OF AUTOMATED LICENSE PLATE READER (ALPR) CAMERAS AND A MULTIPLE USE AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE SAME – APPROVED.

City Manager Kevin Gee stated the Lufkin Police Department was requesting City Council approve a Resolution authorizing the execution of contract agreements with the Texas Department of Transportation (TxDOT) and FLOCK Group Inc., for the acquisition, installation, maintenance, and monitoring of Automated License Plate Reader (ALPR) cameras. City Manager Gee stated Police Chief David Thomas was present to answer any questions. City Manager Gee furthered the Lufkin Police Department believed the addition of ALPR technology would increase public safety and aid the Police Department in its crime prevention efforts and strategies. City Manager Gee stated the ALPR cameras would be used to support authorized law enforcement and public safety purposes such as locating stolen vehicles and missing or endangered persons. City Manager Gee furthered the Lufkin Police Department would utilize ALPR technology and supporting software to gather and analyze ALPR data to enable rapid identification and location of vehicles of legitimate interest to law enforcement. City Manager Gee stated the Lufkin Police Department policy defines a minimum set of standards regarding the use of ALPR technology/data.

City Manager Gee concluded Staff recommended City Council approve a Resolution authorizing the execution of agreements with Flock Group, Inc. and the Texas Department of Transportation for the implementation of automated license plate reader cameras.

Police Chief David Thomas spoke and gave information regarding the contract and how the cameras would be used.

Councilmember Rocky Thigpen moved to approve the Resolution as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

9. AWARD OF CONTRACT FOR ENGINEERING & DESIGN SERVICES FOR THE GASLIGHT BOULEVARD RECONSTRUCTION PROJECT – APPROVED.

City Manager Kevin Gee stated City Council had previously approved three (3) firms to provide Indefinite Delivery Indefinite Quantity (IDIQ) contracts for engineering, architectural and surveying services for planning and design on infrastructure projects. City Manager Gee furthered Staff had requested to utilize one of the consulting firms, LJA Engineering, to provide design services for the reconstruction of Gaslight Boulevard. City Manager Gee stated the project scope included reconstructing Gaslight Boulevard into a five-lane roadway and a professional service agreement proposal, including a project timeline, had been provided by the consultant.

City Manager Gee concluded Staff recommended City Council award a contract for Engineering & Design Services to LJA Engineering for the Gaslight Boulevard Reconstruction Project.

Councilmember Wes Suiter moved to approve the award of contract as presented. Councilmember Guessippina Bonner seconded the motion and a unanimous vote to approve was recorded.

10. AWARD OF CONTRACT FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE LUFKIN FORWARD DOWNTOWN IMPROVEMENTS PROJECT – APPROVED.

City Manager Kevin Gee stated the City of Lufkin had issued a request for Statements of Qualifications (SOQ's) for Construction Manager-At-Risk (CMAR) Services from qualified companies for construction of the Lufkin Forward Downtown Improvements. City Manager Gee furthered proposed improvements included pedestrian improvements, landscaping, Cotton Square Park improvements, wayfinding signage, gateway entry structure, and new mural(s). City Manager Gee stated Statement of Qualifications were received from four (4) firms on August 4, 2023 with the proposals being evaluated by the City's Selection Committee (CSC) which consisted of Lufkin EDC, Administration, and Engineering based on the advertised criteria. City Manager Gee furthered a tabulation showing the CMAR proposal rankings had been provided to Council with the highest ranked proposal being from Langston Construction, Inc. City Manager Gee stated funds for the project were previously allocated from Economic Development Fund.

City Manager Gee concluded Staff recommended City Council award a contract to Langston Construction, Inc. for CMAR construction management services for the Lufkin Forward Downtown Improvements Project.

Councilmember Guessippina Bonner moved to approve the award of contract as presented. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

11. APPOINTMENTS TO THE CITY COUNCIL FINANCE COMMITTEE AND THE DEEP EAST TEXAS COUNCIL OF GOVERNMENTS (DETCOG) BOARD OF DIRECTORS – APPROVED.

City Manager Kevin Gee stated there were currently vacancies on both the DETCOG Board of Directors and Finance Committee which could only be filled by Council members. City Manager Gee furthered Staff was asking for recommendations from City Council for appointments to the City Council Finance Committee and the DETCOG Board of Directors. City Manager Gee furthered the vacancies were due to Councilmember Trent Burfine no longer being on the City Council.

Councilmember Robert Shankle moved to approve Brent Watkins for appointment to the City Council Finance Committee. Councilmember Rocky Thigpen seconded the motion and a unanimous vote to approve was recorded.

Councilmember Wes Suiter moved to approve Rocky Thigpen for appointment to the DETCOG Board of Directors. Councilmember Robert Shankle seconded the motion and a unanimous vote to approve was recorded.

12. FINANCIAL STATUS REPORT

City Manager Kevin Gee updated City Council on the financial status of the City. City Manager Gee offered to answer any questions. There were none.

13. EXECUTIVE SESSION

Mayor Mark Hicks recessed the Regular Session at 5:21 p.m.

Mayor Mark Hicks reconvened the Regular Session at 5:40 p.m.

There being no further business, Mayor Mark Hicks adjourned the meeting at 5:41 p.m.



ATTEST:

A blue ink signature of Kara Andrepont, written in a cursive style.

Kara Andrepont, City Secretary

A blue ink signature of Mark Hicks, written in a cursive style.

Mark Hicks, Mayor