

MINUTES

A regular meeting of the City Council of the City of Pinehurst was held on May 16, 2023, at 6:00p.m. at Pinehurst City Hall Council Room. The following council members were present: Cynthia Adams, Sarah McClendon, J. Michael Shahan, Joey Vance, Troy Pierce, and Greg Willis. Mayor Sarah McClendon called the meeting to order and established a quorum. Councilwoman Cynthia Adams gave the invocation followed by the reciting of the United States and Texas Pledges of Allegiance, led by Councilman Greg Willis. The following business was transacted.

On a motion made by Mayor Pro Tem J. Michael Shahan and seconded by Councilwoman Cynthia Adams, council members unanimously voted to approve the minutes of the Regular Session of April 11, 2023.

Council members reviewed the budgeted expenditures for March 2023. City Secretary Debbie Cormier began the financial report by saying that there was a new capital outlay in March 2023. She advised that the Police Department had upgraded the 911 Recording System. She noted that this purchase was partially reimbursable by South East Texas Regional Planning Commission (SETRPC). She stated that she had given all the necessary information to Chief Humble for submission to SETRPC. Ms. Cormier continued by saying that year-to-date (YTD) revenue for March 2023 was behind YTD revenue for March 2022 by slightly more than \$300,000. She noted that the entire amount was due to GLO grant funds received in 2022. She reported that 2023 YTD revenue exceeded 2022 YTD revenue in the Garbage Fund by almost \$33,000. She explained that 2023 YTD revenue fell short of 2022 YTD revenue in the Water & Sewer Fund by approximately \$856,000. Again, she attributed the shortfall to GLO and TxCDBG grant funds received in 2022. Overall, she advised that total revenue for FY2023 reflected a deficit of \$1.1 million when compared to FY2022, all of which was grant funds received in the prior year. Ms. Cormier reported that YTD revenue exceeded YTD expenditures in the General Fund and the Garbage Fund by \$276,000 and \$31,000 respectively. Conversely, she explained that YTD expenditures exceeded YTD revenues in the Water & Sewer Fund and the Debt Service Fund by \$79,000 and \$6,800 respectively. Overall, she noted that revenues exceeded expenditures by slightly more than \$221,000. In summation, Ms. Cormier informed that the City had 7.27 months of reserves in February 2023 and 7.31 months of reserves in March 2023, or virtually unchanged. There were no questions or comments from council members regarding this financial report.

Courtney Shaw, a 15-year resident of Enchanted Oaks Street in Pinehurst, addressed the Council under the Citizen Comments section of this agenda. Mrs. Shaw expressed her concerns regarding drainage in the Enchanted Oaks & Sommerset area. She stated that several houses flooded due to the storm during the week prior to this meeting. She commented that the City received grant funds after Hurricane Harvey and drainage issues were not corrected. Mayor McClendon advised that the City had recently purchased a Gradall. She informed that crews were presently working through the City with the new Gradall to relieve those drainage issues. Mrs. Shaw also expressed concerns regarding speeding in her neighborhood.

City Attorney Tommy Gunn read aloud and in its entirety a Proclamation declaring May as Motorcycle Safety and Awareness Month. Robert Woodard explained that there were more than 400,000 registered motorcycles in the state of Texas. He informed that there was an 8% increase

in the number of motorcycle related fatalities in 2022. Mayor Sarah McClendon presented the Proclamation to Mr. Woodard.

Regarding the discussion and possible action to approve preliminary site plans for a new Tiny Home Village, City Administrator Jerry Hood stated that the proposed site was four acres on Pheasant Street directly across from the mobile home park. He explained that the concept was for 40 affordable two-bedroom tiny homes. Building Official Leonard Roff began a PowerPoint display depicting the proposed location. Jose Gonzales explained that the original plan was for container homes but was changed to Eco-friendly tiny homes. He advised that the homes were equipped with R19 insulation and metal roofs. Mr. Gonzales gave council members a document with the layout of the community. He noted that there was space for approximately 65 homes but advised that he had lowered the amount to 40 in order to provide a park and other amenities for the community. He stated that there would be 20 feet between homes. He informed that the homes would have high ceilings and an outside deck. He stated that the homes would be approximately 450 square feet, have steel beams and a wind rating of 135mph. He showed a floor plan of the home which had a master bedroom with a small bathroom, and an open concept kitchen with a sitting room/living room on the bottom floor. He noted the mezzanine above the master bedroom that could be used for an office or a second bedroom. Mr. Gonzales stated that the homes would be bolted to the ground with 7 feet long giant galvanized screws. He advised that there would be an on-site manager and tenants would be screened via background checks, criminal history, credit reports, etc. He reported that there would be front fencing with controlled access. He stated that rent would probably be \$850 - \$1,000. Mr. Hood advised that this item was simply for preliminary approval to make sure that the Council was supportive of the concept. He noted that there was still work to do with the drainage district. In addition, the City would still have to review the plats and plans. Council members had no objections to this plan.

City Administrator Jerry Hood thanked council members for allowing him to join this meeting via telephone. He explained that he and his wife were on their way to Odessa, TX to speak with doctors regarding the plan of care for his father-in-law who was recently diagnosed with Stage 3 cancer. Mr. Hood reported that the application for the 2023-2024 CDBG grant had been submitted. He stated that this grant would be for additional pipe bursting throughout the City. He advised that the City had previously submitted a grant application for a drainage project but it was not approved. He stated that drainage projects were very costly. He noted that Public Works employees were doing everything possible, including digging ditches, to improve drainage throughout the city.

Mr. Hood reported that the Grapple Truck had been down for a significant time but was back in action. He noted that it had been in Lake Charles for repair. Two days after it was returned to the city, it developed a secondary problem with the fuel system. He stated that Public Works employees had started going through the city picking up debris and limbs from the strong storm the previous week.

Mr. Hood advised that the plant that was occupying his seat at this meeting was for Mayor Sarah McClendon. He stated that the plant was in honor of John Zerko, former City of Pinehurst council member and uncle of Mayor McClendon.

Concerning the discussion and possible action to appoint an Alderperson to fill the vacant position formerly held by Alderman Joey Vance, Mayor Sarah McClendon noted that there had been some inquiries regarding this position and said that she felt it would be best to table this item until the June meeting. Alderman Joey Vance advised that he would like to stay on the Council and wanted to put his name back in the running.

City Attorney Tommy Gunn read aloud and presented Certificates of Election to Mayor Pro Tem J. Michael Shahan and Alderman Troy Pierce. He then led the council members in the execution of the Statement of Officers, followed by the execution of the Oath of Office.

Regarding the annual appointment of a Mayor Pro-Tem, Councilwoman Cynthia Adams made a motion to re-appoint Councilman J. Michael Shahan as Mayor Pro-Tem. Councilman Troy Pierce seconded the motion and the motion unanimously passed.

Regarding appointment of Police Negotiation Team Members, Mayor Sarah McClendon appointed Councilman Troy Pierce and Councilman Greg Willis to serve with City Administrator Jerry Hood.

Regarding discussion and possible action to approve a Resolution electing to utilize the Standard Allowance to determine revenue loss as allowed by the Coronavirus State & Local Fiscal Recovery Fund / American Rescue Plan Act, City Administrator Jerry Hood explained that the City could claim up to \$10 million in revenue loss due to Coronavirus. He stated that Traylor & Associates would continue to track the expenses from this fund. Mr. Hood advised that claiming the Standard Allowance would release the stipulations for procurement previously placed on these funds. City Attorney Tommy Gunn read the Resolution aloud and in its entirety. On a motion made by Councilman Greg Willis and seconded by Councilwoman Cynthia Adams, council members unanimously voted to approve the Resolution.

On consideration of approving a Resolution appointing Michele Andreu as Associate Municipal Judge for the City of Pinehurst, City Attorney Tommy Gunn read the Resolution aloud and in its entirety. On a motion made by Mayor Pro Tem J. Michael Shahan and seconded by Councilman Troy Pierce, council members unanimously voted to approve the Resolution.

Regarding the approval of 2022 GLO CDBG-DR Administrative Services Contracts for lift station improvements and sewer system improvements, City Administrator Jerry Hood advised that these were the two (2) \$1 million Imelda grants with a 1% cost share each. On a motion made by Councilman Joey Vance and seconded by Councilman Greg Willis, council members unanimously voted to approve the contract for the lift station improvements and the contract for the sewer system improvements.

Concerning the discussion and possible action to approve an Ordinance authorizing the settlement of the Proposed Rate Increase of Entergy Texas, Inc., City Attorney Tommy Gunn advised that this Ordinance was from the Lawton Law Firm. He stated that this law firm was a “watchdog” with the PUC in matters concerning Entergy Texas, Inc. He noted that the Ordinance authorized settlement of Entergy Texas, Inc’s rate increase request. Mr. Gunn read the Ordinance aloud and in its entirety. On a motion made by Councilwoman Cynthia Adams and seconded by

Mayor Pro Tem J. Michael Shahan, council members unanimously voted to approve the Ordinance.

Under the Announcements, Comments, and Requests from Council, City Administrator Jerry Hood announced that Police Department Administrative Assistant Dawanna Stringer would be retiring on May 19, 2023. He invited everyone to her retirement party at 2:00p.m. in the council chambers.

There being no further business to transact, Councilman Greg Willis made a motion to adjourn. Councilwoman Cynthia Adams seconded the motion and the motion unanimously passed. Mayor Sarah McClendon adjourned the meeting at 7:02p.m.

Mayor

City Secretary