

MINUTES

A regular meeting of the City Council of the City of Pinehurst was held on August 10, 2024, at 6:00p.m. at Pinehurst City Hall Council Room. The following council members were present: Sarah McClendon, Cynthia Adams, J. Michael Shahan, Troy Pierce, and Greg Willis. Mayor Sarah McClendon called the meeting to order and established a quorum. Mayor Pro-Tem J. Michael Shahan 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 held on August 13, 2024.

Council members reviewed the budgeted expenditures for July 2024. City Secretary Debbie Cormier began the financial report by noting that there were several capital outlays in July 2024, specifically one 2024 Ford Explorer Police SUV and three 2023 Chevrolet Silverado trucks. The trucks were assigned to Code Enforcement, Water/Sewer, and Street Department. She advised that all four vehicles were being financed through First Financial Bank. Ms. Cormier continued by saying that July 2024 YTD revenue exceeded July 2023 YTD revenue in the General Fund by \$123,506. She stated that YTD revenue in the Garbage Fund was running behind the previous year by \$18,251. She again noted that was due to less temporary dumpster rentals in the current fiscal year. Regarding YTD revenue in the Water/Sewer Fund, Ms. Cormier informed council members that this fund appeared to be more than \$475,000 behind the previous year. She noted that this was due to the \$6.8 million GLO grant from the prior year. She stated with one-time events and grant funds removed from both years, July 2024 YTD revenue was actually ahead of July 2023 YTD revenue in the Water/Sewer Fund by \$28,742. She advised that 2024 YTD revenue exceeded 2023 YTD revenue in the Debt Service Fund. Overall, she reported that July 2024 YTD revenue exceeded the previous year by \$146,397 with grant funds and one-time events removed. Ms. Cormier continued her report by advising that YTD revenue exceeded YTD expenditures in all funds except the Water/Sewer Fund. She explained that the city had spent \$91,016 more than it had received in revenue in that fund. However, she noted that total revenue exceeded total expenditures by \$166,155. Ms. Cormier summarized by saying that the city had 7.44 months of cash reserves in June 2024 and 7.34 months of cash reserves in July 2024, or -0.10 change. There were no questions from council members regarding this report.

No one signed up to address the Council under the Citizen Comments section of this agenda.

Regarding the discussion and possible action to award a construction contract for CDBG grant CDV21-0385, grant administrator Susan Stover reported that this was the grant for the generator at the wastewater treatment plant. Mrs. Stover advised that the generator had been delivered and paid. She explained that this award was for the installation of the generator. She reported that the remaining budget, after the payment of the generator, was \$203,157. She advised that the base bid for the construction was \$208,000. She noted that the bid was over budget by \$4,843. She advised this was based on the original grant of \$350,000 with a required 10% match of \$35,000. She stated in order to award this bid, the city would need to commit an additional \$4,843. She advised that there was a possibility of some change orders or quantity adjustments that could lower that

additional amount, but she could not guarantee that possibility. Engineer Nestor Barroeta stated that once the bid was awarded, the pre-construction meeting could be set for some time during the next week or two. He noted that an additional two weeks would be required for document preparation and execution. Mr. Barroeta advised that the timeframe for construction was 60 days. He stated that a platform would be needed in order to raise the generator above the flood level. On a motion made by Councilwoman Cynthia Adams and seconded by Councilman Greg Willis, council members unanimously voted to accept the recommendation of the grant administrator and engineer to award the bid to McDonald Construction.

Under the Department Head Reports section of this agenda, Public Works Director John Toney reported that city crews had been mowing and picking up debris. He advised that Water/Sewer crews had been working to repair 20 water leaks. He noted that 15 of those repairs had been completed. Mr. Toney stated that he would be getting some hot mix asphalt to repair roadcuts made from the water/sewer line repairs.

The Code Enforcement section of the Department Head Reports was skipped because Officer Leonard Roff was working night shift in the police department.

Police Chief Stephen Stroud reported that he had hired three new police officers and one new dispatcher. He advised that he had created a night-time business check program in which officers were leaving notes for business owners to let them know that they were checking on their business. Chief Stroud told council members that the department had brought in \$21,000 in court fines for August. Municipal Court Clerk, Michele Andreu, added that officers had already written 75 tickets as of this date, September 10. Chief Stroud noted that the Pinehurst Police Department would have a booth at Light Up Vidor during the Christmas season this year. He stated that the Tyler program was in process. Chief Stroud finished by saying that he would be on Channel 6 news the following evening regarding the reopening of an old cold case on Ray Hodgkinson. He stated that he had met with Crimestoppers, Channel 6, and Mr. Hodgkinson's 93-year-old mother.

City Administrator Jerry Hood introduced Lathan Ghoul, new liaison from the Emergency Management Office. Mr. Hood introduced Will Cochran of the Pinehurst Volunteer Fire Department. He asked Fire Chief Steven Peis to speak regarding Mr. Cochran's service. Chief Peis stated that Mr. Cochran was being honored for going above and beyond the call of duty by rebuilding a porch and ramp for an elderly disabled woman. Mr. Hood added that Mr. Cochran had also volunteered his time and painted the new Police Department evidence room. Mr. Cochran was presented with a Home Depot gift card.

On consideration of approving an Ordinance amending Ordinance number 2022-04, providing for an increase in Water Deposits for New Residential Customers, City Secretary Debbie Cormier stated that some customers were not paying their final bill and the current customer water deposit amount was not enough to cover that bill. She noted that the increase would only affect new residential water customers. City Attorney Tommy 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 amendment to increase water deposits for new residential customers.

On consideration of approving an Ordinance to increase the base monthly rate for Water and Sewer services, City Secretary Debbie Cormier explained that this increase would only increase the base rates, not the consumption multipliers. Ms. Cormier noted that the price of the chemicals used to treat the water and sewer had increased exponentially. She advised that the total proposed increase was \$5 per month, per customer. City Attorney Tommy 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 increasing the base monthly rate for water and sewer services.

At 6:30p.m., Mayor McClendon opened a public hearing on the Proposed Budget for fiscal year October 1, 2024 through September 30, 2025. City Secretary Debbie Cormier advised that absolutely nothing had changed since the proposed budget was presented to the Council on August 5, 2024. Ms. Cormier then read aloud the budget statement regarding the additional revenue to be received from this budget. Mayor McClendon closed the public hearing at 6:32p.m.

On consideration of ratifying the property tax increase reflected in the 2024-2025 proposed budget, Ms. Cormier advised that this was in conjunction with the budget statement that she just read. Councilman Greg Willis made a motion to ratify the property tax increase reflected in the 2024-2025 proposed budget. Councilman Troy Pierce seconded the motion and the motion unanimously passed.

On consideration of adopting the proposed budget for fiscal year October 1, 2024 through September 30, 2025, Ms. Cormier advised that this item would require a record vote. Mayor Pro-Tem J. Michael Shahan made a motion to adopt the proposed budget. Councilman Troy Pierce seconded the motion. A record vote was taken with the following results:

J. Michael Shahan – Aye

Cynthia Adams – Aye

Troy Pierce – Aye

Greg Willis – Aye

Sarah McClendon – present but not voting

Joey Vance – absent

The motion to adopt the proposed budget unanimously passed.

At 6:35p.m., Mayor McClendon opened a public hearing regarding the proposed ad valorem tax rate for the 2024 tax year. Ms. Cormier advised that the budget that was just approved was based on a total tax rate of \$0.696965/\$100 valuation. She reminded council members of two sets of tax documents presented at the meeting in August: one prepared by Ms. Cormier and the other prepared by Orange County Tax Assessor-Collector Karen Fisher. She reminded council members that the two documents were identical up to the sixth decimal point. She advised that there were two components to the total tax rate:

Maintenance & Operations	\$0.626670
Debt Service	\$0.070295

Mayor McClendon closed the public hearing at 6:36p.m.

On consideration of adopting an Ordinance setting the total property tax rate at \$0.696965/\$100 value for tax year 2024, City Attorney Tommy Gunn read the ordinance aloud and in its entirety.

Councilman Greg Willis made a motion that the property tax rate be increased by the adoption of a tax rate of \$0.696965, which was effectively a 7.86 percent increase in the tax rate. Mayor Pro-Tem J. Michael Shahan seconded the motion. A record vote was taken with the following results:

J. Michael Shahan – Aye

Cynthia Adams – Aye

Troy Pierce – Aye

Greg Willis – Aye

Sarah McClendon – present but not voting

Joey Vance – absent

The motion to adopt the proposed property tax rate unanimously passed.

On consideration of approving a Resolution renewing the Line of Credit (LOC) with First Financial Bank and authorizing Michele Andreu to make necessary draws, Debbie Cormier advised that none of the terms of the LOC had changed. She stated that it was based on current Wall Street Prime Rate, which was still 8.5%. Ms. Cormier noted that the only change was the authorized signer, due to her upcoming retirement in December 2024. 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 Councilwoman Cynthia Adams, council members unanimously voted to renew the Line of Credit with First Financial Bank and authorized Michele Andreu to make necessary draws.


Agenda Item 16, Presentation and discussion of the previously approved Pinehurst Police Officers Association Contract was tabled.

At 6:45p.m., council members convened in a closed meeting pursuant to the Texas Local Government Code, Section 551.074, Personnel Matters to discuss sponsorship for Charles Spain to attend the Angelina College Law Enforcement Academy starting January 2025.

At 6:58p.m., council members reconvened in open session. On a motion made by Councilman Troy Pierce and seconded by Councilman Greg Willis, council members unanimously voted to sponsor Charles Spain at a cost of approximately \$4,500 to attend the Angelina College Law Enforcement Academy starting in January 2025.

There were no announcements, comments or requests from Council.

There being no further business to transact, Councilman Greg Willis made a motion to adjourn. Mayor Pro-Tem J. Michael Shahan seconded the motion and the motion unanimously passed. Mayor McClendon adjourned the meeting at 7:00p.m.


City Secretary


Mayor

CONFIDENTIAL: No one shall, without lawful authority, knowingly make public this certified agenda of a closed or executive session. A person who violates this subsection shall be guilty of a Class B misdemeanor and further shall be liable to any party injured or damaged thereby, Texas Government Code Section 551.146.

CERTIFIED AGENDA OF CLOSED EXECUTIVE SESSION

Meeting of Sept. 10, 2024.

- I. The presiding officer announced at the beginning of the executive or closed session:

"The City Council on Sept. 10, 2024, beginning at 6:45 p.m., convened in a closed or executive session in accordance with the Texas Open Meetings Act."

- II. Subjects discussed in the session closed to the public:

1. Sponsorship For Charles Spain to
A Hend Angelina College Law Enforcement
Academy

4. _____

5. _____

- III. The presiding officer announced at the end of the executive or closed session: "The City Council ended its closed or executive session at 6:58 p.m. on Sept. 10, 2024."

- IV. Record of further action taken, if any, on above items in subsequent open session:

Subject No. 1. Agreed to Sponsorship For

~~Subject No. 2.~~ Charles Spain

Subject No. 3. _____

Subject No. 4. _____

Subject No. 5. _____

- V. Certification by presiding officer:

I hereby certify that the foregoing is a true and correct record of the proceedings on the above date.

SM Anderson