

MINUTES
ELGIN CITY COUNCILSPECIAL VIRTUAL MEETING
CITY COUNCIL CHAMBERS ANNEX, 310 NORTH MAIN STREET
Tuesday, June 16, 2020

CALL TO ORDER

Mayor Cannon called the meeting to order at 6:01 p.m.

ROLL CALL

Present: Chris Cannon, Mayor
Jessica Bega, Mayor Pro Tem
Mary Penson, Council Member
Daniel Lopez, Council Member
Brad Jones, Council Member
Sue Brashar, Council Member
Forest Dennis, Council Member
Susie Arreaga, Council Member
Juan Gonzalez, Council Member

Mayor Canon certified there was a quorum.
Council Member Arreaga arrived at 6:12 p.m.

Staff: Thomas L. Mattis, City Manager
Charles Cunningham, Finance Director
Michael Gonzalez, Parks Director
Patrick South, Chief of Police
Amy Miller, Community
David Harrell, Planning Director
Pam Sanders, HR Manager
Beau Perry, City Engineer

INVOCATION

Council Member Lopez gave the invocation.

PUBLIC COMMENT

There were no public comments.

PROCLAMATION

Mayor Cannon read a proclamation in observance of Juneteenth Day in Elgin.

CITY MANAGERS REPORT

1. Update on City of Elgin Coronavirus (COVID-19 Pandemic Response and/or Impacts).

City Manager Thomas Mattis stated that the city had gone to a Modified Level IV on the Covid-19 Readiness Plan partially opening the city. He stated that the whole report was included in the packets. He stated the city was trying to get all the buildings open with social distancing protocols. He stated the swimming pool was opening to the public for limited use by July 4th, Friday, Saturday and Sunday from 12 to 6 p.m. He stated the rest of the operations continue to encourage strong employee practices and have opened the building at City Hall with people continuing to use the drive thru to pay bills. Mr. Mattis stated that the Juneteenth Festival and Parade had been cancelled by the Juneteenth Festival Committee as well as the Western Days Parade and Festival cancelled by the Chamber of Commerce. Mr. Mattis stated that Building Inspections and Construction continued to see progress.

2. Presentation of the Proposed 2020 City of Elgin Five-Year Capital Improvement Plan.

City Manager Thomas Mattis presented the City of Elgin 2020 Five-Year Capital Plan Capital Projects. He stated this was a strategic long-term financial plan and guide to future capital investment in city-owned assets and operations, a comprehensive listing of major capital improvement and/or construction projects focusing on infrastructure upgrades in parks, streets, water, wastewater, and stormwater operations. He stated that is also included anticipated building construction/major renovations. He stated that the Five-Year Capital Plan is not an authorization of appropriations, and it is reviewed and considered for amendment on an annual basis. He stated that many projects are identified as major future needs for the City, but do not yet have a proposed funding source. Mr. Mattis discussed the FY2020 Five-Year Capital Plan Adoption Calendar with a meeting July 21 for the Public Hearing on the Proposed 2020 Five-Year Plan and then a Resolution formally adopting the Plan on August 4th, before finalizing the final budget. He asked the Mayor and Council for their input on these dates. Mr. Mattis stated he would send an email for everyone's input.

3. Briefing on FM1704 Sewer Line Project.

City Engineer Beau Perry provided a briefing on the FM1704 Sewer Line Project stating that as directed by Council they had been looking at servicing those properties that were annexed in along FM1704 as well as some that may need service in future developments. He stated they laid out the sewer line and had the plans ready to go out to bid at the end of this month. He stated there was a property owner that was willing to potentially sell a portion of property for the permanent

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lift station and that the city was getting the property appraised this week and finalizing that process. He stated that the lift station would be on the west side, and that they had approached every property owner that had been annexed and requested access to their properties so that they could survey the foundation of their homes or cleanouts on their septic tanks to ensure when the gravity line is going in they will be at a depth they feel confident in that at the time they decide to connect to the city sewer it could be done. He stated that quite a few property owners rejected allowing them on their property but that the ones that did the survey had been done, and on some properties, they got no response from the property owners. He stated that to meet the deadlines set by the annexation they could not wait longer and the elevation had been set for the ones that had to be serviced, and engineering calculations had been done so that they could serve those individual homesteads at the time they decide to connect. He stated they would put in gravity lines and extend the sewer service to their property line and set a cleanout as deep as possible to allow their plumber as much maneuverability as possible. He stated he wanted Council to know that sewer service would be provided but because some property owners have refused to allow access to their property, at a later date they may shoot the grades and may have to do a private grinder station and pump it into the gravity sewer line as opposed to being able to run along the gravity sewer service.

4. Presentation of the 2020 Elgin Main Street Program Annual Report.

Amy Miller Director of Community Services provided the Main Street Program Report to the Council.

5. Presentation of the 2020 Historic Review Board Annual Report.

Amy Miller Director of Community Services provided the 2020 Historic Review Board Annual Report to the Council.

6. Departmental Monthly Reports – April.

There were no questions or comments on the Departmental Monthly Reports.

7. General Activity Report And/Or Project Update.

Amy Miller reminded everyone about the deadline for the Census and that it had been extended due to Covid-19.

City Manager Thomas Mattis spoke and stated that there were some issues that had come up regarding personnel matters at the Elgin Police Department that generated interest in the community. He stated the Council had been briefed and some questions had come up and that staff was working on that to generate a written report attempting to address some of those issues.

CONSENT AGENDA

1. City Council Virtual Meeting Minutes – May 12, 2020.

Council Member Brashar moved to approve the May 12, 2020 meeting minutes. Council Member Penson seconds the motion. Motion carried 9-0.

NEW BUSINESS

1. AN ORDINANCE OF THE CITY OF ELGIN, TEXAS, AMENDING THE AMOUNT OF APPROPRIATIONS FOR THE GENERAL FUND AS WELL AS ALL OTHER FUNDS THAT PROVIDE FOR THE PAYMENT OF OPERATING AND CAPITAL EXPENDITURES AND BY CHANGING THE AMOUNT APPROPRIATED FOR VARIOUS DEPARTMENTS OF THE CITY AS ORIGINALLY ADOPTED BY ORDINANCE NO. 2019-09-24-13 ADOPTED SEPTEMBER 24, 2019; IN ACCORDANCE WITH THE LOCAL GOVERNMENT CODE OF THE STATE OF TEXAS AND THE ORDINANCES AND RULES OF THE CITY OF ELGIN, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH, AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Council Member Brashar moved to approve the Ordinance as presented. Council Member Jones seconds the motion. Motion carried 9-0.

2. FIRST AMENDMENT TO CHAPTER 380 ECONOMIC DEVELOPMENT AGREEMENT BETWEEN CITY OF ELGIN AND CIRCLE BREWING COMPANY, LLC.

Council Member Dennis moved to approve the Amendment to the Chapter 380 EDC Agreement and Circle Brewing Company as presented. Council Member Lopez seconds the motion. Motion carried 9-0.

3. A RESOLUTION OF CITY OF ELGIN, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE TEXAS GENERAL LAND OFFICE (“GLO”) COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY-MITIGATION (CDBG-MIT) PROGRAM.

Council Member Jones moved to approve the Resolution as presented. Council Member Lopez seconds the motion. Motion carried 9-0.

4. A RESOLUTION OF CITY OF ELGIN, TEXAS, AUTHORIZING THE AWARD OF PROFESSIONAL SERVICE PROVIDER CONTRACT FOR THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT 2020 DOWNTOWN REVITALIZATION FUND.

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Council Member Brasher moved to approve the Resolution as presented. Council Member Dennis seconds the motion. Motion carried 9-0.

5. A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELGIN, TEXAS, AUTHORIZING THE SUBMISSION OF THE CARES ACT CORONAVIRUS RELIEF FUND GRANT TO THE TEXAS DEPARTMENT OF EMERGENCY MANAGEMENT FOR THE CARES ACT CORONAVIRUS RELIEF FUND; AND AUTHORIZING THE ASSISTANT CITY MANAGER, CITY MANAGER, AND/OR THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE CARES ACT CORONAVIRUS RELIEF FUND GRANT

Council Member Penson moved to approve the Resolution as presented. Council Member Jones seconds the motion. Motion carried 9-0.

ADJOURNMENT

Mayor Cannon adjourned the City Council Meeting at 7:26 pm.

Chris Cannon, Mayor

ATTEST:

Amelia Sanchez, City Secretary