

MINUTES OF THE GOVERNING BODY OF THE CITY OF DIBOLL, TEXAS MEETING ON MONDAY, NOVEMBER 14, 2016  
AT 5:15 PM, DIBOLL CITY HALL

**COUNCIL PRESENT**

Mayor John McClain, City Attorney, Jimmy Cassels, Councilmember's, Mayor Pro Tem, Lewis Ivey, Don Hendrick, Charles Moses, Tom Farley, Veronica Hernandez, and Daniel Lopez

**ABSENT**

**STAFF PRESENT**

City Manager Gerry Boren, City Secretary Melissa McCall, Finance Director Elvia Esteves-Garza, Civic Center Director Loretta Christmas.

Mayor McClain called the meeting to order and Reverend Kenny Hibbs of Diboll First Baptist Church gave the invocation.

Pledge of Allegiance was recited by those in attendance, lead my Mayor McClain.

**Citizen Participation:** None

**CONSENT ITEMS/ACTION:** Items listed in the Consent agenda are considered routine and are generally enacted with one motion. The exception to this rule is that a Council Member may request one or more items be removed from the Consent Agenda for separate discussion and action.

**ITEM #1: CONSIDER APPROVING MINUTES OF THE October 10, 2016 CITY COUNCIL MEETING AND THE INVESTMENT REPORT QUARTER ENDING SEPTEMBER 30, 2016.**

Lewis Ivey made the motion to approve the minutes and Don Hendrick second.

All in favor, none opposed, motion carries

**ACTION /DISCUSSION ITEMS:**

**ITEM #2: DISCUSS AND/OR TAKE ACTION TO ADOPT RESOLUTION APPOINTING DANIEL LOPEZ AS THE JOINT APPOINTMENT BETWEEN THE CITY OF DIBOLL AND DIBOLL INDEPENDENT SCHOOL DISTRICT TO THE ANGELINA COUNTY APPRAISAL DISTRICT BOARD OF TRUSTEES.**

Don Hendrick made the motion to adopt the said resolution and Tom Farley second.

All in favor, none opposed, motion carries

**ITEM #3: DISCUSS AND/OR TAKE ACTION TO ADOPT RESOLUTION TO ENTER INTO AN AGREEMENT WITH THE INTERLOCAL PURCHASING SYSTEM (TIPS) PROGRAM PROVIDING COOPERATIVE PURCHASING SERVICES.**

Councilmember Hendrick inquired as to past purchasing program, as to which City Manager Boren replied that research found that a significant price reduction in selection of the TIPS Program was a key factor.

Lewis Ivey made the motion to approve the minutes and Don Hendrick second.

All in favor, none opposed, motion carries

**ITEM #4: DISCUSS AND/OR TAKE ACTION TO ADOPT RESOLUTION APPOINTING RAYMOND K. VANN & ASSOCIATES, LLC AS THE CITY'S GRANT MANAGEMENT FIRM TO PROVIDE ADMINISTRATIVE SERVICES FOR EH 2017-2018 TEXAS COMMUNITY DEVELOPMENT PROGRAM PROJECT.**

Mayor McClain stated that we not only needed to upgrade Neal Pickett Street but look into the drainage issue. City Manager Boren replied that the drainage issue was covered as well and was included in advertised best value for the grant service.

Raymond (Ray) Vann was present and offered to answer questions regarding the grant process. Councilmember Lewis Ivey inquired as to the length of the grant process to which Vann explained the two-tier process of grant funding and replied that funds are allotted every other year; therefore grants submitted in 2016 or 2017 might not be approved until 2018.

Don Hendrick made the motion to approve the said Resolution and Lewis Ivey second.

All in favor, none opposed, motion carries

**ITEM #5: DISCUSS AND CONSIDER A RESOLUTION APPOINTING KSA ENGINEERS AS THE CITY'S ENGINEERING FIRM TO PROVIDE ENGINEERING SERVICES FOR THE 2017-2018 TEXAS COMMUNITY DEVELOPMENT PROGRAM.**

Don Hendrick made the motion to approve the said Resolution and Lewis Ivey second.

All in favor, none opposed, motion carries

**ITEM #6: DISCUSS AND CONSIDER A RESOLUTION APPROVING THE ANNUAL REVIEW OF THE INVESTMENT POLICY, NO CHANGES ARE RECOMMENDED.**

Financial Director Elvia Esteves-Garza was asked what changes, if any, were included in the Annual Review of the Investment Policy to which Ms. Esteves-Garza replied "there were no changes", it was "conservative" and that the "PD Endowment Funds" were scheduled for five (5) year CDs.

City Manager Boren added that the point of the policy was conservation to public funds and keep as always protected.

Lewis Ivey made the motion to approve the minutes and Don Hendrick second.

All in favor, none opposed, motion carries

**ITEM #7: DISCUSS AND APPOINT NEW MEMBERS TO THE DESIGN 4 DIBOLL ADVISORY COMMITTEE.**

- A. Terry Carlton (Deer Trace Homeowner)
- B. Bobby DuBose (Ace Hardware)
- C. Daniel Lopez (Diboll ISD)

Mayor McClain brought to the council's attention that two (2) members were going off the committee – Brenda Russell and Gary Martel. He also stated that this committee is scheduled to meet this Thursday, November 17, 2016, at T. L. L. Temple Memorial Library.

Tom Farley made the motion to approve the new committee members and Don Hendrick second.

All in favor, none opposed, motion carries

**ITEM #8: DISCUSSION AND BRIEFING FROM CITY MANAGER ON SECTION 10.10 CHARTER REVIEW REQUIRING THE APPOINTMENT OF A CHARTER REVIEW COMMISSION TO PROPOSE RECOMMENDATIONS AND OR AMENDMENTS.**

City Manager Boren noted that each City Councilmember may elect two (2) committee members and possibly an alternate from each of their districts to review the Charter, as noted every five (5) years.

Councilmembers should be prepared to announce prospective delegates from each of their districts to participate in the charter review.

**ITEM #9: DISCUSSION AND/OR TAKE ACTION AUTHORIZING MAYOR JOHN MCCLAIN TO SIGN AN ENGAGEMENT LETTER FOR GENERAL MUNICIPAL LEGAL SERVICES WITH OLSON AND OLSON, LLP TO ASSIST CITY STAFF WITH PROJECTS SUCH AS ZONING OVERLAY DISTRICTS, CHAPTER 380 DEVELOPMENT AGREEMENTS, RESIDENTIAL REVITALIZATION POLICIES, MASONRY/WOOD CONSTRUCTION REQUIREMENTS ON NEW RESIDENTIAL, ANNEXATION AND OTHER PROJECTS CONCERNING MUNICIPAL ORDINANCES.**

City Manager Boren noted that there were several ordinances and policies that need to be created.

Councilmember Ivey injected that the City must protect Deer Trace Subdivision and retain the real estate property value for the future.

Councilmember Moses inquired if the City still had a planning/zoning committee to which City Manager Boren replied "yes"; then mentioned the committee has not been active over the past two (2) years.

Lewis Ivey made the motion to approve and Tom Farley second.

All in favor, none opposed, motion carries

**ITEM #10 DISCUSSION TO CONSIDER FUTURE DATE FOR A STRATEGIC PLANNING WORKSHOP**

Mayor McClain suggested to meet next Monday, November 21, 2016, at 5:15 pm.

Lewis Ivey made the motion to approve and Don Hendrick second.

All in favor, none opposed, motion carries

**ITEM #11: EXECUTIVE SESSION**

The City Council retired to an executive session in accordance to the Texas Open Meetings Act, discussion/consultation with City Attorney in pursuant to the Texas Government Code section 551.071.

Closed session began at 5:51pm

Lewis Ivey made the motion to approve the new committee members and Tom Farley second.

All in favor, none opposed; motion carries.

City Council Meeting resumed at 6:17pm

**ITEM 12: CITY MANAGER AND DEPARTMENT HEADS IN ATTENDANCE PRESENT MONTHLY REPORTS.**

Civic Center Director, Loretta Christmas reported the following events were successful:

1. Zombie Walk – Huge success – expected 200 children and approximately 2,000 attended.
2. Veterans Day Boxing Tournament had a good turnout.

Ms. Christmas also reported that she attended the 2016 Texas Downtown Conference, hosted by the Texas Downtown Association in Killeen, Texas November 08-11, 2016. Ms. Christmas found the conference very informative and made contacts who would be willing to come to Diboll and discuss future events to promote our downtown in efforts to assist once traffic is routed around the city once the new loop is constructed.

Finance Director, Elvia Esteves-Garza reported that the annual finance audit has been completed and we should receive the audit by January 2017.

Councilmember Ivey inquired about the other department heads and stated he would like to hear from each of them in future City Council Meeting – not just the Civic Center and Finance Directors each month.

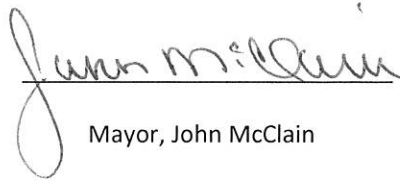
City Manager Boren mentioned that with the new law going in affect in December 2016 that the City would be required to pay overtime to any department head making less than \$48,000 annually and that most of the other department heads would qualify.

City Councilman Lopez suggested, on the days they would need to attend City Council Meetings, the department head would come to work later or take a longer lunch – however they would like to work it out in order to avoid overtime pay and the City Manager and other Councilmembers agreed.

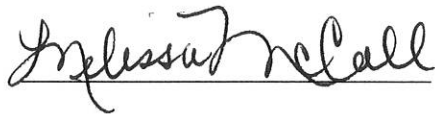
**ADJOURN:**

Lewis Ivey made the motion to adjourn at 6:24 PM and Don Hendrick seconded.

All in Favor, none opposed, motion carries

  
Mayor, John McClain

**ATTEST:**

  
City Secretary, Melissa McCall