

**CITY OF VIDOR
VIDOR CITY COUNCIL
REGULAR MEETING
FEBRUARY 27, 2020**

MEMBERS PRESENT:

Mayor Kimberly Stiebig
Councilmember Kelly Carder
Councilmember Angela Jordan
Councilmember Misty Songe
Councilmember Keith Buesing

MEMBERS ABSENT:

Councilmember Gary Herrera
Councilmember Jane Hill

Administrative Personnel: Rollie Burr, Interim City Manager; Chris Leavins, City Attorney; Vicki Watson, City Secretary; Cheryl Ray, Supervisor of Finance & Accounting; and Rod Carroll, Chief of Police

A. OPENING, PRESENTATIONS, AND CITIZENS COMMENTS

A -1. Call to order and the establishment of a Quorum

A quorum was present, and the Regular Meeting of the Vidor City Council began at 7:00 p.m., Mayor Stiebig presiding.

A -2. Invocation and Pledge to the United States Flag and the State of Texas Flag

Chris Leavins, City Attorney, gave the Invocation and led the Pledge to the United States Flag and the State of Texas Flag.

A -3. Citizen Comments

There were no citizen comments.

B. COUNCIL CONSENT AGENDA

B -1. Approval of Accounts Paid:

Paid Invoices:	General Fund – \$185,746.49
	Sanitation Fund – \$20,938.83
	Juvenile Case Management – \$61.43
	Municipal Court Building Security Fund – \$37.82
	TDA Grant – \$48,848.40
	Emergency Management – \$158.92
	LEOSE – \$101.44
	Hotel Occupancy – \$2,020.00
	Disaster Fund – \$9,554.49
	Employee Benefits Trust – \$59,611.71

B -2. Approval of Minutes: Regular Meeting – February 13, 2020

B -3. Ratification of the transfer of funds from Interest & Sinking 2013 General Obligation Refunding Bonds-Capital One Bank account to Interest & Sinking 2008/2016 General Obligation Refunding Bonds-TexPool account in the following amounts:

February 18, 2020: \$ 53,372.79

February 24, 2020: \$ 18,078.40

B -4. Ratification of the payment of the monthly sales tax in the amount of \$5,883.91 out of General Account/Pooled Cash

B -5. Ratification of the transfer of \$6,556.53 in seizure funds out of General Account/Pooled Cash into Federal Forfeitures (New seizure deposits always get deposited into Pooled Cash.)

A motion was made by Councilmember Songe seconded by Councilmember Carder to **APPROVE THE COUNCIL CONSENT AGENDA AS PRESENTED.** The Council voted four (4) for and none (0) opposed. The motion carried.

C. COUNCIL REGULAR AGENDA

C -1. Consideration of the possible acceptance and approval of the annual auditors' reports and related communications required under generally accepted auditing standards for the fiscal year ended September 30, 2019, as completed by BrooksWatson & Co., CPAs

Mike Brooks, BrooksWatson & Co., presented Council with the annual audit report for fiscal year 2018/2019 and gave an overview of the three phases of the audit process (planning and risk assessment; audit fieldwork; and conclusion and reporting). Mr. Brooks explained this year the City has prepared a comprehensive annual financial report, which required an extra 30-40 pages, and goes above and beyond the standard reporting requirements. Mr. Brooks stated the City plans to submit this to the GFOA to receive the Certificate of Achievement for Excellence in Financial Reporting, which is a prestigious award and is difficult to obtain. Mr. Brooks stated he fully expects this to be included in next year's audit.

Mr. Brooks reviewed the components of the annual financial report and explained the most important statement within an audit report is the rating. Mr. Brooks stated the City of Vidor has received an unmodified opinion, which is the highest possible level of assurance.

Mr. Brooks discussed the financial highlights and stated the total assets exceeded total liabilities by \$14,473,979; the City's governmental funds reported combined ending fund balances of \$5,959,318, an increase of \$295,641; the unassigned fund balance in the general fund was \$3,354,938 or 54% of annual general fund expenditures; and the City had an overall increase in net position of \$1,732,839 for the year.

Mr. Brooks reviewed the City's revenues, expenditures, budget variances, and changes in net position for the year. Mr. Brooks thanked Chery Ray, Supervisor of Finance & Accounting, for her help.

A motion was made by Councilmember Carder, seconded by Councilmember Songe, **to accept and approve the annual audit for fiscal year 2018/2019.** The Council voted four (4) for and none (0) opposed. The motion carried.

C -2. Consideration and possible approval of AN ORDINANCE OF THE CITY OF VIDOR, TEXAS AMENDING CHAPTER 10 – BUILDINGS AND BUILDING REGULATIONS, REGARDING ADOPTION OF 2015 INTERNATIONAL RESIDENTIAL CODE, BUILDING CODE, PLUMBING CODE, FUEL GAS CODE, MECHANICAL CODE, FIRE CODE, ENERGY

CONSERVATION CODE, PROPERTY MAINTENANCE CODE, EXISTING BUILDING CODE AND 2014 NATIONAL ELECTRIC CODE, AMENDMENTS TO CITY'S ELECTRICAL STANDARDS PROVISIONS AND HOUSING STANDARDS AND SUBSTANDARD BUILDINGS PROVISIONS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE

Councilmember Carder moved to **approve the Ordinance**, and Councilmember Jordan seconded. The Council voted four (4) for and none (0) opposed. The motion carried.

C -3. Consideration and possible approval of a Resolution permitting Orange County Mosquito Control to fly at low altitudes in territory under their jurisdiction to abate mosquitos

A motion was made by Councilmember Songe, seconded by Councilmember Carder, to **approve the Resolution to allow the mosquito plane to fly low**. The Council voted four (4) for and none (0) opposed. The motion carried.

C -4. Consideration and possible approval of the awarding of the bid for the Information Technologies (IT) services provider contract

Cheryl Ray, Supervisor of Finance & Accounting, stated there were two bids submitted which were opened on January 24, 2020, by Aleta Cappen, Police Captain and Emergency Management Coordinator; Rollie Burr, Interim City Manager; and herself. Ms. Ray stated all three picked Discovery IT based on past experience with both. A brief discussion ensued.

Councilmember Jordan made a motion to **award the bid to Discovery IT**. Councilmember Songe seconded. The Council voted four (4) for and none (0) opposed. The motion carried.

C -5. CD renewal – DuGood Federal Credit Union – renewal at same rate of 1.75%, draw balance down to \$240,000 to allow accrual of interest to be under \$250,000 federally insured amount

Cheryl Ray, Supervisor of Finance & Accounting, explained the City has had this with DuGood for four years, but it is time for renewal. Ms. Ray stated she checked the rates of the other local financial institutions, and they were all lower than DuGood except for Compass, which should be coming up soon.

A motion was made by Councilmember Songe, seconded by Councilmember Carder, to **stay with DuGood for the CD renewal**. The Council voted four (4) for and none (0) opposed. The motion carried.

C -6. Consideration and possible approval of a Resolution of the City Council selecting and awarding a grant writer/administrator to assist the City of Vidor in its application and administration of a contract, if awarded, from the Community Development Block Grant- Mitigation (CDBG-MIT) program of the General Land Office (GLO) to support structural and non-structural projects, programs and partnerships that reduce the risks and impacts of future natural disasters in the City, as eligible, needed and determined by the City (Gary R. Traylor & Associates, Inc. / Traylor & Associates, Inc.)

Cheryl Ray, Supervisor of Finance & Accounting, explained this is a brand-new program, and two responses were received. Ms. Ray stated she and Rollie (Burr, Interim City Manager) opened the bids and selected Traylor & Associates.

A motion was made by Councilmember Songe, seconded by Councilmember Jordan, **to approve Resolution 903 selecting Traylor & Associates.** The Council voted four (4) for and none (0) opposed. The motion carried.

- C -7. Consideration and possible approval of a Resolution of the City Council selecting and awarding a grant writer/administrator in conjunction with the submittal of applications for funding through the Texas Division of Emergency Management, Hazard Mitigation Program, and/or Texas Water Development Board, for projects, as eligible, needed and determined by the City (Gary R. Traylor & Associates, Inc. / Traylor & Associates, Inc.)**

Cheryl Ray, Supervisor of Finance & Accounting, explained this is the hazard mitigation program for Imelda, and staff recommends Traylor & Associates for the infrastructure.

Councilmember Songe moved **to approve Resolution 905 selecting Traylor & Associates,** and Councilmember Buesing seconded. The Council voted four (4) for and none (0) opposed. The motion carried.

- C -8. Consideration and possible approval of a Resolution of the City Council selecting and awarding a grant writer/administrator in conjunction with the submittal of applications for funding through the Texas Division of Emergency Management, Hazard Mitigation Program, and/or Texas Water Development Board for projects, as eligible, needed and determined by the City (Jeffrey S. Ward & Associates, Inc.)**

Cheryl Ray, Supervisor of Finance & Accounting, explained this is for housing, if we have any, and staff recommends Jeffrey S. Ward & Associates.

A motion was made by Councilmember Songe, seconded by Councilmember Carder, **to approve Resolution 904 selecting Jeffrey S. Ward & Associates.** The Council voted four (4) for and none (0) opposed. The motion carried.

- C -9. Consideration and possible approval of the Certification of Unopposed Candidates for the May 2, 2020, General Election**

Considerar y posiblemente aprobar Certificación de Candidatos Únicos de la elección general del 2 de mayo de 2020

A motion was made by Councilmember Carder, seconded by Councilmember Songe, **to approve the Certification of Unopposed Candidates.** The Council voted four (4) for and none (0) opposed. The motion carried.

- C-10. Consideration and possible approval of an Ordinance of the City of Vidor, Texas cancelling the May 2, 2020, general election and declaring each unopposed candidate elected to the office for three (3) Council members**

Considerar y posiblemente aprobar UNA ORDENANZA QUE CANCELA LA ELECCIÓN GENERAL DEL 2 DE MAYO DE 2020, Y DECLARANDO CADA UNO DE LOS CANDIDATOS NO EJECIDOS ELEGIDOS A LA OFICINA POR TRES (3) MIEMBROS DEL CONCEJO

Councilmember Jordan made a motion **to approve the Ordinance cancelling the May 2, 2020 election,** and Councilmember Songe seconded. The Council voted four (4) for and none (0) opposed. The motion carried.

C-11. Consideration and possible approval of Council members attending the TML Region 16 Meeting to be held in Orange, Texas on April 2, 2020

Mayor Stiebig explained the Region 16 Meeting, the same one the City of Vidor hosted last year, will be held in Orange this year. Mayor Stiebig asked Council members in attendance if they would like to, or be able to, attend. Councilmembers Carder and Jordan answered affirmatively, and Mayor Stiebig stated she and her husband will also attend.

C-12. EXECUTIVE SESSION Deliberation pursuant to Texas Government Code, Section 551.071 – Consultation with Attorney, and Section 551.074 – Personnel Matters, regarding the permanent City Manager position, including review of applications

Mayor Pro-tem Songe recessed the Regular Meeting to go into **EXECUTIVE SESSION Deliberation pursuant to Texas Government Code, Section 551.071 – Consultation with Attorney, and Section 551.074 – Personnel Matters, regarding the permanent City Manager position, including review of applications** at 7:23 p.m.

Mayor Pro-tem Songe reconvened the Regular Meeting at 7:42 p.m.

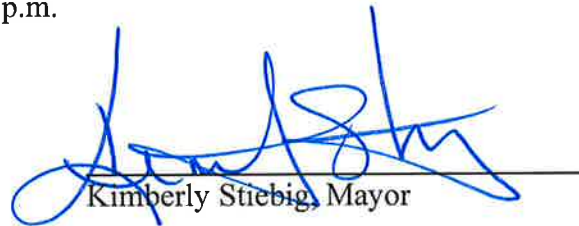
C-13. Consideration and possible action resulting from Executive Session under C-12 regarding the permanent City Manager position

Councilmember Jordan moved to **put a couple on the list to be interviewed at the next meeting in March**. Councilmember Songe seconded. The Council voted four (4) for and none (0) opposed. The motion carried.

C-14. Consideration of Adjournment

A motion was made by Councilmember Songe, seconded by Councilmember Carder, for **Consideration of Adjournment**. The Council voted four (4) for and none (0) opposed. The motion carried, and the Regular Meeting of the Vidor City Council adjourned at 7:43 p.m.

These minutes approved March 12, 2020.



Kimberly Stiebig, Mayor

ATTEST:



Vicki Watson, City Secretary