



**Agenda
City Council
Council Chambers/City Hall
125 E. South Main, Flatonia, Texas**

**November 17, 2020
City of Flatonia
Special Meeting
6:00 p.m.**

Notice of City Council Meeting

In accordance with the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, Notice is hereby given that a Special Meeting of the City Council of the City of Flatonia will be held on Tuesday, November 17, 2020 beginning at 6:00 p.m. in the City Hall Council Chambers located at 125 E. South Main St., Flatonia, Texas, for the purpose of considering the following agenda items:

The meeting agenda is posted online at:
http://www.flatoniatx.gov/page/Council_Agendas_Minutes

Members of the public who wish to submit their written questions or comments on a listed agenda item must submit these by sending an email to City Manager Sarah Novo at manager@ci.flatonia.tx.us. Questions or comments must be received no later than 12:00 noon on Tuesday, November 17, 2020.

Opening Agenda

Call to Order
Invocation & Pledge
Citizens' Participation

Swearing In of newly elected Mayor and Councilmembers elected on November 3, 2020

Consent Agenda

Approve minutes of the November 10, 2020 Regular Council Meeting.

Deliberation Agenda

- | | |
|-------------|--|
| 11.2.2020.1 | Elect a Mayor Pro-Tem |
| 11.2.2020.2 | Consider and take appropriate action on appointment of the Council |

representative to the Flatonia Volunteer Fire Department Pension Board as vacated by Councilmember Donna Cockrell.

11.2-2020.3 Consider and take appropriate action authorizing the City Manager to purchase an app-based digital utility meter-reading system transitioning from a handheld system resulting in a cost savings of \$3,046.57 for FY 20/21 but raising costs \$3,427.37 in FY 21/22.

Adjournment

I, the undersigned authority hereby certify that the Notice of Meeting was posted on the bulletin board outside the front door of the City Hall of the City of Flatonia, Texas, a place convenient and **readily accessible to the general public at all times** and said Notice was posted on the following date and time **Friday, November 13, 2020 by 6:00 p.m.** and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Sarah Novo, City Manager, City of Flatonia

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The Flatonia City Hall is wheelchair accessible. Access to the building is available at the primary entrance facing Main Street. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print are requested to contact the City Manager's Office at 361-865-3548 or by FAX 361-865-2817 at least two working days prior to the meeting so that appropriate arrangements can be made.

EXECUTIVE SESSION STATEMENT

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, Section 551.071 (Consultations with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations Regarding Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations Regarding Security Devices or Security Audits), 551.086 (Certain Public Power Utilities: Competitive Matters) and 551.087 (Deliberation Regarding Economic Development Negotiations).



Flatonia City Council

Staff Report
November 17, 2020 Council Meeting

CONSENT

Agenda Item: Approve Minutes of November 10, 2020 Regular Council Meeting

Recommended Motion: I move to approve the consent agenda to include the minutes of the November 10, 2020 Regular Meeting.

**Minutes
Flatonia City Council
Regular Meeting
November 10, 2020**

Present:

Mayor	Bryan Milson
Councilpersons	Catherine Steinhauser Mark Eversole Dennis Geesaman Ginny Sears Donna Cockrell
City Staff	Sarah Novo – City Manager Angela Beck – City Attorney Lee Dick –Chief, Flatonia Police Department Jack Pavlas – Director, Utility Director
Public	Melanie Berger – Flatonia Argus Allen Kocian Beverly Ponder Karen Milson Angela Walton

Mayor Milson called the Regular meeting to order at 6:00 p.m.

City Manager Novo led the invocation, the pledge to the American Flag and the pledge to the Texas Flag.

Reports

Police Department Activity Report October 2020

Utility Department Activity Report October 2020

Consent Agenda

Ginny Sears made a motion to approve the minutes of the October 13, 2020 Regular Council meeting. Catherine Steinhauser seconded the motion. None opposed. Motion carried.

Deliberation Agenda

11.1- 2020.1 Catherine Steinhauser made a motion to approve the appointment of Taylor Laney to the Economic Development Board. Mark Eversole seconded the motion. None opposed. Motion carried.

- 11.1-2020.2 Dennis Geesaman made a motion to approve continuing the existing contract by and between the City of Flatonia and the Flatonia Chamber of Commerce for an additional three (3) years with the following corrections: Increase of pass through security costs from \$35 to \$50 as noted in Section 5, and the inclusion of language in Section 12 or wherever best suited to provide that the Civic Center Parking lot and all City owned property covered by this lease is protected, maintained and returned in the same condition.
- 11.1-2020.3 Catherine Steinhauser made a motion to approve the consideration of Chamber of Commerce holiday events to include Christmas in Flatonia and the Wine Walk. Mark Eversole seconded the motion. None opposed. Motion carried.
- 11.1-2020.4 Ginny Sears made a motion to approve ordinance 2020.11.1 amending article 1.06 of the Code of Ordinances, City of Flatonia, establishing the office of City Secretary. Catherine Steinhauser seconded the motion. None opposed. Motion carried.
- 11.2-2020.5 Dennis Geesaman made a motion to approve the City Manager's appointment of Angela Walton as the City Secretary of the City of Flatonia. Ginny Sears seconded the motion. None opposed. Motion carried.
- 11.1-2020.6 No action taken on the report by City Manager.
- 11.1-2020.7 Dennis Geesaman made a motion to approve the appointment of a committee to study the Flatonia Code of Ordinances for Code Enforcement purposes. This Committee is to be comprised of the following: Lt. Norma Pritchard, Richard Chakrel, Mike Steinhauser, Chief of Police Lee Dick, City Attorney Angela Beck, and City Manager Sarah Novo. Ginny Sears seconded the motion. None opposed. Motion carried.

The meeting was adjourned at 6:56 P.M.



Flatonia City Council
November 17th, 2020 Council Meeting

DELIBERATION

11.2.2020.1

Agenda Item: Elect a Mayor Pro-Tem



Flatonia City Council

November 17th, 2020 Council Meeting

DELIBERATION

11.2.2020.2

Agenda Item: Consider and take appropriate action on appointment of the Council representative to the Flatonia Volunteer Fire Department Pension Board as vacated by Councilmember Donna Cockrell.



Flatonia City Council

November 17th, 2020 Council Meeting

DELIBERATION

11.2.2020.3

Agenda Item: Consider and take appropriate action authorizing the City Manager to purchase an app-based digital utility meter-reading system transitioning from a handheld system resulting in a cost savings of \$3,046.57 for FY 20/21, but raising costs by \$3,427.37 in FY 21/22.

Summary: In September of this year, City Utility staff piloted a smartphone-based app solution for meter reading which is offered through the company that we currently contract with for the handheld product called "Roadrunners" that are currently used. Staff recently initiated contact with our provider to make arrangements for repair of an existing unit and found that the current "Roadrunner" system is antiquated, and parts/replacement units are no longer available.

The City currently pays an annual cost of \$12,946.63 for the period of June through May of each year for the "Roadrunner" system. Staff are proposing to transition from the "Roadrunner" system to a smartphone-based solution which utilizes an app to streamline the process of meter reading, saving staff time and resources. The app-based solution also allows staff to download routes in the field, provides for data upload in real time, captures photos of the meter which eliminates the necessity for and staff time associated with meter re-reads, and allows access to Google maps for street view of addresses or satellite view for finding meter locations.

Budget: \$12,946.63 is the cost of the current system paid through May of

2021. The pro-rated credit (based on a December 1st start date) is \$6,473.34. The cost of the new system is \$16,374, of which the City will be responsible for paying \$9,900.66 with the credit applied (\$16,374 total cost less the \$6473.34 credit). \$12,946.63 was budgeted in FY 20/21, and the cost of the new system would result in a cost savings of \$3,045.57 for FY 20/21. The total system costs would need to be adjusted in future budgets by \$3,427.37.

FY 20/21		FY 21/22	
	\$12,946.63 (New system)		\$16,374.00 (New system)
-	<u>\$ 9,900.06</u> (New system 20/21)	-	<u>\$12,946.63</u> (Old system)
	\$ 3,046.57 (Savings)		\$ 3,427.37 (Increase)