

**CITY OF WINTERS  
CITY COUNCIL REGULAR MEETING MINUTES**

**Monday, June 28th, 2021, 6:00 p.m.**

**Council Chambers, City Hall, 310 S Main, Winters, Texas**

**\* NOTE: D/A on this agenda stands for Discussion/Action.**

**Meeting was called to order at 6:00 p.m.**

**Quorum check.**

**Present: Mayor Lisa Yates**

Alderman Clayton Woffenden

City Attorney Ken Slimp

Alderman Sandee Schneider

Alderman Ursula Estrada

Alderman Stephen Joeris

Alderman Mark Burkhart

**Prayer: Mayor Lisa Yates**

**Agenda Item # 1: Community input.**

There was no community input during council meeting.

**Agenda Item # 2: D/A from Ms. Morgan Verette with Public Management, who would like The City Council to consider, discuss, and act to authorize City staff to begin the procurement process in connection with managing the City's American Rescue Plan allocation.**

While Ms. Morgan Verette was in attendance, her supervisor, Mr. Ken Coignet spoke to council and community regarding the estimated allocation of \$606,580.00 for the city of Winters as part of the American Rescue Plan Act of 2021. Mr. Coignet stated that the state has not requested their money yet thus the delay in receiving funds, three hundred thousand of which should be deposited soon since it has not been already. Mayor Yates asked what happens if the state does not request it, to which Mr. Coignet replied that he does not have the answer. All larger cities will have their money directly deposited directly from the Dept. of the Treasury, however smaller cities are dependent on the state to request it, the state will in turn inform each city which entity will be issuing the money. Once money is deposited it should be transferred to a separate account for better tracking by the Treasury as spending will likely have to be reported to the federal government. When asked by Mayor Yates if there is any indication that money would not be received, Mr. Coignet gave a definitive no. Mayor Yates stated that the amount has changed

several times in the last six weeks and asked if the amount is expected to change again; Mr. Coignet said it could but if so, it would not be by much, but he does not believe it would be any less. He also states that when the money is issued the city has sixty days (he believes) to request the money once informed that it is available. Mr. Coignet states that federal regulations must be followed and that record keeping should be done. He explains further that the process of procurement allows for the city to be reimbursed out of the allocation for any monies spent for management costs and engineering; without procurement the city would not be able to be reimbursed. This allocation allows for the city to use for improvements or projects for areas in which grant monies could not be used. Mayor Yates asked about using funds for a repeater, Mr. Coignet stated he is not sure but would investigate it. Mayor Yates also asked about giving bonuses out of the allocation for essential workers, with parameters based on certain qualifiers. Mr. Coignet said to lay out the definition of essential worker and approve all such actions through the city council. Funds should be obligated to specific areas by 2024 and spent by 2026 to the best of his knowledge. Alderwoman Sandee Schneider made a motion to allow city to begin procurement process in connection with managing the American Rescue Plan allocation. Alderman Mark Burkhart seconded the motion, all in favor. Motion carried.

**Agenda Item # 3: Discussion from Mary Leggett with Global Data Technologies, following up on the VoIP presentation from last month regarding fiber and VoIP upgrades for the City of Winters.**

While Ms. Mary Leggett was in attendance, Mr Ricky Brooks initiated the follow-up presentation by handing out copies of options for the bid to switch from current internet and phone service providers to Spectrum VoIP. Option one shows the total radio installation would have a one-time cost of \$4,600.00 charged by Global Data Technologies while option two allows for no initial cost to the city but would carry an increased monthly rate of \$88.00 for the length of contract at 60 months; making that option total \$5280.00 for the install. Wes Sheridan explained the extra \$88 per month is a finance charge. Mary Leggett stated that fiber is the “new copper” and is the way to go as it runs off light and is built to the customer specifically and is not shared with any other customers. Mayor Yates asked Acting City Secretary, Sheila Lincoln if the city’s tech support, Secure Data Technologies, had seen the proposal and weighed in on the compatibility of current programs, the response was that they had not. Agenda item tabled until city has feed back from Ed Galvan with Secure Data Technologies.

**Agenda Item # 4: Introduction of new Animal Control Officer, John Foster.**

Acting City Secretary, Sheila Lincoln introduced the new Animal Control Officer/Code Enforcement Officer, John Foster.

**Agenda Item # 5: D/A on bid for property held in trust, located in the City of Winters at 506 N. Rogers in the amount of \$600.**

Mayor Yates stated that she was not familiar with the bid list provided by the tax office and that a written bid from the bidder (Isais Lara) generally accompanies the agenda item and should be included for all future bids. Alderman Mark Burkhart asked if taxes owed must be satisfied before a bid is accepted. No motion on agenda item.

**Agenda Item # 6: D/A on bid for property held in trust, located in the City of Winters at 509 E. Pierce in the amount of \$1000.**

Alderwoman Sandee Schneider made a motion to accept the bid from Isais Lara for the property located at 509 E. Pierce in the amount of \$1000.00. Alderman Mark Burkhart seconded the motion, all in favor. Motion carried.

**Agenda Item # 7: Discussion regarding coordination of Park activities with City Hall; giving consideration to parking and security.**

When asked what prompted the discussion, Acting City Secretary, explained the lack of coordination of events between the chamber and the city. Parking was a specific concern as vendors were supposed to set up in the same area as pool and community center patrons were to park, both city facilities had been privately rented. Another area of concern from the renter of the community center was participants of the Junefest accessing the restroom as this situation had happened to renter previously. In addition, the renter was approached to see if someone from the Junefest could run an extension cord from the community center over to the ball fields. WPD was also short staffed and had concerns regarding the multiple events and number of people in that space and suggested the gate be locked so that parking was specific to patrons of city facilities. Mayor Yates stated that all events should be coordinated with the city prior to scheduling to best accommodate every group and citizen of our community.

**Agenda Item # 8: Discussion from Airport Manager, Richard Humphrey on getting bids for airport improvements specifically, taxi-way seal and ramp seal using TXDOT 50/50 Grant.**

Mr. Richard Humphrey stated that 50/50 grant monies from TXDOT are readily available and that would cover the taxi way seal and the parking apron ramp seal which were not sealed last time. This is phase two of airport improvements and he is seeking approval to begin seeking bids. He further states that he is in the process of attempting to get lights donated to the airport as lighting was a negative hit on the last inspection. Mr. Humphrey states that the city's portion would be around \$14,000.00. Alderwoman Sandee Schneider made a motion to allow Airport Manager, Richard Humphrey to begin process of seeking bids for airport improvements. Alderman Clayton Woffenden seconded the motion, all in favor. Motion carried.

**Agenda Item # 9: Monthly Reports:**

**A.City Hall Monthly Report.** New tax rate has not yet been introduced but should be within the next few weeks per Robin Burgess. Per Mayor Yates, budget proposals should go ahead and move forward without the new tax rate or assessments.

Mayor Yates states that elections will be coming in the next four months, city elections will begin, and corrections need to be made as far as district representation. Districts 1 & 3 seats will be open in upcoming election as well as the mayor's seat. District 1 is currently occupied by Mr. Clayton Woffenden, however will not be able to run or occupy current seat for district 1 as he lives in district 3. With district 3 seat becoming open he could run for that district if desired. Mr.

Stephen Joeris currently holds seat for District 3 and would not be able to run for that seat in the upcoming election as he does not live in that district. Mark Burkhart currently holds the seat for District 5, Sandee Schneider holds the seat for district 4 and Ursula Estrada holds the seat in District 2. The only at-large position is mayor; you must live in the district you are running for and will be voted on by citizens living in that district.

Also addressed was the requirement for city employees to turn in all credit card receipts and receipts for all other charges or purchases paid by the city. Per Mayor Yates, effective July 1, 2021, vendors will not be paid if receipts are not attached to any invoice and although it will look bad on the front end for the city, we will implement a zero-tolerance policy on this issue. Department heads are to be made aware and to hold their employees accountable.

**B. Street Department Monthly Report.**

**C. Chief of Police Monthly Report.**

**D. Municipal Judge Monthly Report:** Judge Humphrey thanks everyone who is offering help and support. He will not be able to make the July 26<sup>th</sup> training but will schedule for the next available.

**Agenda Item # 10: Consent Items:**

**A Approval of Bills.**

Alderman Clayton Woffenden made a motion to pay the bills. Alderwoman Ursula Estrada seconded the motion, all in favor. Motion carried.

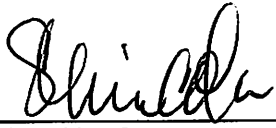
**B. Approval of Minutes.**

Alderwoman Sandee Schneider made a motion to approve city council minutes from May 24, 2021. Alderwoman Ursula Estrada seconded the motion, all in favor. Motion carried.

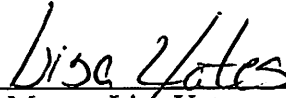
**Agenda Item # 11: Adjourn meeting.**

Alderwoman Ursula Estrada made a motion to adjourn the meeting. Alderman Mark Burkhart seconded the motion, all in favor. Motion carried. Meeting adjourned at 7:20 p.m.

Attest:



Acting City Secretary,  
Sheila Lincoln



Mayor, Lisa Yates

# Council Meeting Sign In

Date June 28, 2021

Name	Contact Information
Sharon Miller	
<del>Simon Humber</del>	
Richard Smelker	
STAR SMELKER	
Mike Neal	
Morgan Verette, PMT	
Carolyn DeNigro	
Richard Humphrey	
Mary Leggett	
Wesley Swidan	325-340-4032
Rich Brooker	325-895-0721
John Foster	325-927 9075