

**CITY OF BEVIL OAKS**  
**MINUTES OF REGULAR MEETING**  
March 18, 2008

Mayor Rebecca M. Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Rusty Moseley, Michelle Nelson, Dave Tevis ,

**Council Members Absent:** Norman Lowrey

**Staff Member Present:** Norma Lucus, City Clerk, Ray Crader, Marshal

**Guest:** Major and Sergeant from United States Army to discuss the upcoming 5K events. There will be about 20 Army members precipitating in the event.

All in attendance said the Pledge of Allegiance. Invocation given by Mayor Ford.

**Citizen's Comments:**

Mrs. Hebert thanked everyone for their help in the going home memorial to Marshal Crow. She also thanked the Fire District for leading the way on the trip to Burial grounds.

**Minutes of Meeting:**

Council reviewed March 18, 2008 Minutes with corrections. See Atch 1. M/M/2/C as written. Grimes/Nelson

**Treasurers:** Given by Councilwoman Adams. See Atch 2. M/M/2/C as reported: Grimes/Moseley

**Accountant's Report:** Given by Councilwoman Adams. See Atch 3. M/M/2/C: Grimes/Tevis

**Marshal's Report:** Report given by Marshal Crader. See Atch 4 for written report. M/M/2/C: Adams/Nelson

**Court Report:** Court was not held. One citation received.

**Building Permits/Work Request:** 4 Work Request and 1 Building permit approved prior to meeting.

**Discussion Items:**

- IESI new service agreement letter
- Policy on Illness//Memorial Fund \$75.00 Illness, \$125 for Funeral
- Texas Round-up

- Bevil Oaks Excessive Force Resolution
- Letter of Agreement from Precinct 1
- Carroll and Blackman updated draw down DRS 06005-2006 Disaster Recovery in the amount of \$10,449.00. Generator will be in 4 or 5 weeks.
- Donation to Texas Outdoor Child in the amount of \$200.00 in memory of Marshal Carrico

**Action Items:**

- Approve new IESI service agreement letter. M/M/2/C: Adams/Grimes
- Approve Policy on Illness/Memorial Fund \$75.00 Illness, \$125 for Funeral.  
M/M/2/C: Grimes/Nelson
- Approve Bevil Oaks Excessive Force Resolution: M/M/2/C: Tevis/Adams
- Approve Draw down DRS 06005-2006 Disaster Recovery in the amount of \$10,449  
M/M/2/C: Nelson/Grimes
- Approve Donation in the amount of \$200.00 to Texas Outdoor Child in memory of Marshal Carrico. M/M/2/C: Adams /Moseley

**Committee Reports:**

Building & Grounds – Plans for Parking Lot continues

Roads & Drainage – Precinct 1 work orders are being worked

Community Development – Mrs. Grimes provided update of all activities for 5K Roundup. Thanked everyone for their hard work. An outline of planned activities is attached.

Motion to adjourn meeting at 8:10 P.M. M/M/2/C: Nelson/Tevis



Rebecca M. Ford, Mayor



ATTEST: Michelle Nelson, Secretary

CITY OF BEVIL OAKS  
**MINUTES OF REGULAR MEETING**  
April 15, 2008

Mayor Pro-Tem Grimes called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Rusty Moseley, Michelle Nelson, Dave Tevis ,

**Members Absent:** Mayor Becky Ford (Excused)

**Staff Member Present:** Norma Lucus, City Clerk, Ray Crader, Marshal

All in attendance said the Pledge of Allegiance. Councilman Moseley gave Invocation.

Presentation not given by Fire District.

**Citizen's Comments:**

- Ms. Vautrot complained about 4 wheelers disturbing the peace.
- Mr. Jason Bovent owner of the new tattoo business spoke to the Council about his business. He has all necessary license and inspections required by the State, and is in full compliance. He will work to be an asset to the community.
- Mr. Goldbeck is new to the community, and was impressed with the concerns of the City Council in dealing with issues of the City.

**Minutes of Meeting:**

Council reviewed March 18, 2008. See Atch 1. M/M/2/C as written. Moseley/Lowrey

**Treasurers & Accountant's Report** Given by Councilwoman Adams. See Atch 2. M/M/2/C as reported: Nelson/Tevis

**Marshal's Report:** Report given by Marshal Crader. See Atch 3 for written report. M/M/2/C: Moseley/Nelson

**Court Report:** Court was not held. Two citations received.

**Building Permits/Work Request:** 3 Work Request and 1 Building permit approved prior to meeting.

**Discussion Items:**

- Update on DRS 06005-2006 Grant not given. Will be updated in May 2008 Council meeting.

**Action Items:**

- Approve purchase of shotgun for Marshal's equipment in the amount of \$574.39.

M/M/2/C: Tevis/Nelson

- Approve cost of \$200.00 for Marshal's vehicle decals. M/M/2/C: Moseley/Adams

**Committee Reports:**

Building & Grounds – Plans for Parking Lot continues. Mr. Paul Truax, Pct 1 is working with Councilwoman Adams on 3 options for the parking lot. The Council recommended the hiring of an Engineer to shoot the grade to comply with FEMA issues.

Roads & Drainage – Precinct 1 work request to fill all potholes in City to be submitted. Ditch problems are being worked.

Community Development – Councilman Grimes was pleased with the successful 5K. More people attended than expected. Mrs. Grimes provided update of all activities held for 5K Roundup. Mrs. Collins & Mrs. Tevis will coordinate plans for the citywide garage sale. No firm date has been set. Councilwoman Nelson stated they are shooting for May. Coordination for "Yard of Month" in the works.

**Council Comments:**

Councilman Grimes thanked everyone for their hard work for a successful 5K.

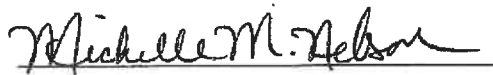
Councilman Lowrey spoke about the CMA Cable increase. Going to over \$100 per month.

Councilman Tevis is now in charge of both streetlights and street signs.

Motion to adjourn meeting at 8:10 P.M. M/M/2/C: Nelson/Tevis



Rebecca M. Ford, Mayor



ATTEST: Michelle Nelson, Secretary

CITY OF BEVIL OAKS  
MINUTES OF REGULAR MEETING  
April 15, 2008

Mayor Pro-Tem Grimes called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Rusty Moseley, Michelle Nelson, Dave Tevis ,

**Members Absent:** Mayor Becky Ford (Excused)

**Staff Member Present:** Norma Lucus, City Clerk, Ray Crader, Marshal

All in attendance said the Pledge of Allegiance. Councilman Moseley gave Invocation.

Presentation not given by Fire District.

**Citizen's Comments:**

- Ms. Vautrot complained about 4 wheelers disturbing the peace. Mr. Lovette also complained about 4 wheelers and asked the Marshal to try and control them in the City.
- Mr. Jason Bovent owner of the new tattoo business spoke to the Council about his business. He has all necessary license and inspections required by the State, and is in full compliance. He will work to be an asset to the community.
- Mr. Goldbeck is new to the community, and was impressed with the concerns of the City Council in dealing with issues of the City.

**Minutes of Meeting:**

Council reviewed March 18, 2008. See Atch 1. M/M/2/C as written. Moseley/Lowrey

**Treasurers & Accountant's Report** Given by Councilwoman Adams. See Atch 2.  
M/M/2/C as reported: Nelson/Tevis

**Marshal's Report:** Report given by Marshal Crader. See Atch 3 for written report.  
M/M/2/C: Moseley/Nelson

**Court Report:** Court was not held. Two citations received.

**Building Permits/Work Request:** 3 Work Request and 1 Building permit approved prior to meeting.

**Discussion Items:**

- Update on DRS 06005-2006 Grant not given. Will be updated in May 2008 Council meeting.

**Action Items:**

- Approve purchase of shotgun for Marshal's equipment in the amount of \$574.39.  
M/M/2/C: Tevis/Nelson
- Approve cost of \$200.00 for Marshal's vehicle decals. M/M/2/C: Moseley/Adams

**Committee Reports:**

**Building & Grounds** – Plans for Parking Lot continues. Mr. Paul Truax, Pct 1 is working with Councilwoman Adams on 3 options for the parking lot. The Council recommended the hiring of an Engineer to shoot the grade to comply with FEMA issues.

**Roads & Drainage** – Precinct 1 work request to fill all potholes in City to be submitted. Ditch problems are being worked.

**Community Development** – Councilman Grimes was pleased with the successful 5K. More people attended than expected. Mrs. Grimes provided update of all activities held for 5K Roundup. Mrs. Collins & Mrs. Tevis will coordinate plans for the citywide garage sale. No firm date has been set. Councilwoman Nelson stated they are shooting for May. Coordination for "Yard of Month" in the works.

**Council Comments:**

Councilman Grimes thanked everyone for their hard work for a successful 5K.

Councilman Lowrey spoke about the CMA Cable increase. Going to over \$100 per month.

Councilman Tevis is now in charge of both streetlights and street signs.

Motion to adjourn meeting at 8:10 P.M. M/M/2/C: Nelson/Tevis



Rebecca M. Ford, Mayor

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ATTEST: Michelle Nelson, Secretary

CITY OF BEVIL OAKS  
MINUTES OF REGULAR MEETING  
May 20, 2008

Mayor Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Rusty Moseley, Michelle Nelson, Dave Tevis ,

**Staff Member Present:** Ray Crader, Marshal

**Staff Member Absent:** Norma Lucas, City Clerk

All in attendance said the Pledge of Allegiance. Councilman Lowery gave Invocation.

Mayor Ford administered Oath of office for the following Councilpersons:  
Councilwoman Sherry Adams, Ward III, Councilman Norman Lowery, Ward I, and  
Councilwoman Michelle Nelson, Ward II.

Presentation was not given by Fire District.

Jefferson County Emergency Management Mike White unable to attend.

Chuck E. Reed, Auditor, presented the 2007 Audit report for fiscal year ending September 30, 2007. Written audit report finds the books and records are in excellent shape.  
M/M/2/C: Lowrey/Moseley

**Citizen's Comments:**

- Are we obligated to send Financial Audit to State Controllers Office? We will check into.
- Complimented BOMUD on notification of outage for service.

Carroll & Blackman: provided project update & April Invoice.

**Minutes of Meeting:**

Council reviewed April 15, 2008. See Atch 1. Strike 2<sup>nd</sup> sentence of Ms. Vautrot's complaint. Mr. Lovette was not present & did not file complaint. Approved with corrections. M/M/2/C: Adams/Nelson

**Treasurers & Accountant's Report** Given by Councilwoman Adams. See Atch 2.  
M/M/2/C as reported: Lowrey/Tevis

**Marshal's Report:** No written report. Marshal Crader has been extremely busy.

**Court Report:** None

**Building Permits/Work Request:** None.

**Discussion Items:**

- Code/Ordinance Enforcement Officer – discussion of hiring outside, independent, unbiased person. Going to move forward formulating job description.
- International Building Code – All in agreement this is needed.
- Commercial Development – Have had questions regarding development recently and need something in place.

**Action Items:**

- Request to variance in Ordinance 191, Section B.1) K.
  - Request to waive fencing requirement for property on Sweetgum owned by Mr. Frederick.
    - Approve variance as written in attachment. M/M/2/C: Grimes/Moseley
- Adoption of Ordinance 210, 2006 Edition of International Code
  - Publish in Hardin County News. M/M/2/C: Grimes/Nelson
- Adoption of Ordinance 211, Development of Commercial Properties
  - Publish in Hardin County News. M/M/2/C: Moseley/Adams

**Committee Reports :**

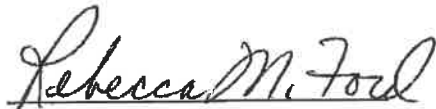
Building & Grounds – Further consideration needs to be given to parking lot construction.

Roads & Drainage – None.

Community Development – Yard of the Month back in motion. Garage Sale planned for June 21, 2008.

**Council Comments:** None.

Motion to adjoin meeting at 8:50 P.M. M/M/2/C: Nelson/Moseley



Rebecca M. Ford, Mayor



ATTEST: Michelle Nelson, Secretary



CITY OF BEVIL OAKS  
MINUTES OF REGULAR MEETING  
June 17, 2008

Mayor Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Rusty Moseley, Michelle Nelson, Dave Tevis.

**Staff Member Present:** Ray Crader, Marshal & Norma Lucus, City Clerk

All in attendance said the Pledge of Allegiance. Councilman Lowery gave Invocation.

Presentation was not given by Fire District.

Tim Simpson of Carroll & Blackman provided an update on the status of Grant DRS060005. He provided invoices and certification of Construction completion. Final balance owed for DRS06005 is \$11,453.50. Supporting documents at Atch 1.

M/M/2/C: Grimes/Moseley

**Citizen's Comments:**

- Concerns about children getting "rowdy" since school has been out for the summer.

**Minutes of Meeting:**

Council reviewed 20 May 2008 Minutes. See Atch 3. M/M/2/C: Lowrey/Moseley

**Treasurers & Accountant's Report** Given by Councilwoman Adams. See Atch 3.

M/M/2/C as reported: Lowrey/Tevis

**Marshal's Report:** See Atch 4. M/M/2/C as written Adams/ Tevis

**Court Report:** See 5. M/M/2/C as written Mosley/Nelson

**Building Permits/Work Request:** None.

**Discussion Items:**

- Windstorm Renewal Proposal
- International Electrical Code Administrative Provisions Ordinance
- International Existing Building Code Ordinance
- International Energy Conservation Code Ordinance
- Administration of International Code Council Ordinance Policy

**Note: Ordinance 210 approved 20 May 2008 Council Meeting**

**Action Items:**

- Approved Windstorm Renewal Proposal. M/M/2/C: Moseley/Nelson

- Approved Electrical Code Administrative Provisions Ordinance 210-F
- Approved International Existing Building Code Ordinance 210-G
- Approved International Energy Conservation Code Ordinance 210-H
- Approved Administration of International Code Council Ordinance International  
M/M/2/C: To approve the above Ordinance 210-F, 210-G with corrections, 210-H  
and the Administration of International Code Council Ordinance International:  
Grimes/Adams
- Adopt Administration of International Code Council Ordinances Policy:  
M/M/2/C: Moseley/Lowrey

**Committee Reports :**

Building & Grounds – No report

Roads & Drainage – Councilman Moseley provided a copy of the Chambers County Commissioners Emergency Response Team document to Mayor Ford as reference material. Also discussed a TXDOT Grant on Traffic Light with an approximate cost of \$15,000 of city funds. Councilman Moseley will research this for future meeting.

Community Development

- Yard of the Month winner for the month June was Mr. And Mrs. Robert Bresee, 7165 Carroll Lane.
- City Leaders work together along with the Fire District, First Baptist Church to place flags along Sweetgun Road for the 4<sup>th</sup> of July City celebration.
- On 4<sup>th</sup> July celebration the First Baptist Church will recognize the City leader and the city Staff. Mayor Ford and Councilman Grimes will meet with Church leaders on 18 June to discuss the 4<sup>th</sup> of July activities.

**Council Comments:**

- Mayor Ford spoke of the need for a certified Code Enforcement Officer. Councilman Grimes will follow-up. Need information on salary cost and all particulars. Mayor Ford will work on Job Description.
- Budget workshop will be held on 8 July 2008 @ 7 P.M.
- Mayor Ford will attend the Emergency Response for Community Preparedness at Ford Park on July 25<sup>th</sup>.

- Councilman Lowrey stated the portable building would need to be anchored, etc. to meet FEMA requirements.
- Mayor Ford and Councilman Lowrey will meet with FEMA representative on 18 July.
- Councilman Tevis stated mobile home codes at Vautrot's water plant should be enforced, and cleaned up.
- Councilwoman Nelson reported 47 homes were signed up for the upcoming garage sale.

Motion to adjourn meeting at 8:45 P.M. M/M/2/C: Nelson/Lowrey



Rebecca M. Ford, Mayor



ATTEST: Michelle Nelson, Secretary



CITY OF BEVIL OAKS

**MINUTES OF SPECIAL BUDGET WORKSHOP**  
July 8, 2008

Mayor Ford called meeting to order at 7:10 p.m.

**Council Members Present:** Sherry Adams, Norman Lowrey, Rusty Moseley,  
Dave Tevis

**Council Members Absent:** Jimmie L. Grimes, Michelle Nelson

**Staff Member Present:** Norma Lucus, City Clerk

**Others In Attendance:** Gary Zimmerman, City Accountant

All in attendance said the Pledge of Allegiance. Councilman Lowery gave Invocation.

**Discussion Items:**

- City council and Mr. Gary Zimmerman reviewed the current fiscal year budget. See Atch 1 for current Budget (2007-2008).
- Review tax rate for next tax year.

**Action Items:**

- City Council and Mr. Zimmerman reviewed line items for adjustment to apply to the 2008-2009 Fiscal Year Budget. Council agree to meet on 12 August 2008 to finalize next fiscal year budget. No action taken.
- Reviewed tax rate for next tax year. Council agree to meet on 12 August 2008 to finalize the tax rate. No action taken.
- Motion to adjourn meeting at 8:20 P.M. M/M/2/C: Lowrey/Adams



*Rebecca M. Ford, Mayor*



*ATTEST: Michelle Nelson, Secretary*



CITY OF BEVIL OAKS

MINUTES OF REGULAR MEETING

July 15, 2008

*Mayor Rebecca M. Ford called meeting to order at 7:00 p.m.*

**Members Present:** Sherry Adams, Jimmie Grimes, Rusty Moseley, Norman Lowrey

**Absent:** Norman Lowrey, Dave Tevis

**Staff Member Present:** Norma Lucus, City Clerk

**Staff Member Absent:** (Excused) Ray Crader, Marshal

All in attendance said the Pledge of Allegiance. Invocation given by Mayor Ford.

**Citizen's Comments:**

- Mrs. Hebert ditches are still holding water.
- Gravel on roads a safety hazzard. Precinct 1 will be notified.
- Mr. Wallace asked about getting copies of Council Minutes dating back to 2002. Mayor Ford advised him to contact City Clerk for copies.

**Minutes of Meeting:**

Council approved June 17, 2008 Minutes with correction. See Atch 1. M/M/2/C as corrected. Adams/Moseley

**Treasurer's and Accountant's Report:** Given by Councilwoman Adams. See Atch 2 and 3. M/M/2/C as reported: Grimes/Moseley

**Marshal's Report:** Report given by Mayor Ford. See Atch 4. M/M/2/C: Nelson/Adams

**Court Report:** No Court held this month. Received no tickets. M/M/2/C: Grimes/Nelson

**Building Permits/Work Request:** None.

**DISCUSSION ITEMS:**

- Jefferson County Emergency Services District 1 (JCESD-1) placement of portable building.
- Fiscal Year Budget
- Interlocal Agreement with Jefferson County Health Department. Mayor Ford read portions an agreement to have the Jefferson County Health Department inspect and regulate Restaurants/Food Services within the City. Two representatives from the Health Department Mr. Melancon & Ms. Janet Jones provided an overview of the policies and procedures they follow. These procedures are outlined in the agreement, and will be reviewed for compliance within the City of Bevil Oaks. Some of the highlight of the agreement are:

- *Business must have a permit*
- *City must have an ordinance outlining penalties if not in compliance with Health Inspection*

- If problem is not corrected during follow-up inspection, business will be fined, and City will be notified
- Mobile Food Units must drive to Jefferson County Health Department for inspection
- Inspections are once a year, or more if a complaint is filed
- Inspections are for retail establishments only
- Food Servers must show that they have been trained

**ACTION ITEMS:**

- Council approved the placement of JCESD-1 building on City property to be located behind Civic Center. M/M/2/C: Grimes/Nelson

**COMMITTEE REPORTS:**

**Building & Grounds** - Councilperson Adams reported the air conditioner in the office is not working properly. Will have it checked. She also reported that she is getting an estimate to do driveway/parking area from Harry Kilgore.

**Roads & Drainage** - Councilman Moseley. Work on Riverbend Road. Drainage District 6 is to pickup cement, and Precinct 1 will backhoe.

**Community Development** - Councilman Grimes. July Yard of the Month winner was Mr. & Mrs. Rice, 13550 Rolling Hills. He also thanked the Fire District and Citizen for their support of the Fourth of July Celebration and the help in preparation and hanging of the Flags. Last, but not least, thanked the First Baptist Church for celebration provided for the Citizens of Bevil Oaks. Was a great success.

**Bevil Oaks WEB Site** – No report. The site is active.

**Education Committee:** No report

**Council Comments:**

Mayor and Council thanked everyone for attending the meeting.

**Mayor's Comments:**

Mayor Ford thanked all Citizens that donated to purchase flags for the Fourth of July display and those that donated their time to prepare the Flags. She also thanked the First Baptist Church for the excellent cook-out, and thanked all that made the day special. A special thanks to the Fire District for the all of their hard work.

Motion to adjoin meeting at 9:00 P.M. M/M/2/C: Nelson/Adams

  
Rebecca M. Ford, Mayor

  
ATTEST: Michelle Nelson, Secretary



**CITY OF BEVIL OAKS**  
**MINUTES OF BUDGET WORKSHOP**  
**AUGUST 12, 2008**

Mayor Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Michelle Nelson, Dave Tevis ,

**Council Members Absent:** Rusty Moseley

**Staff Member Present:** Norma Lucas, City Clerk

**Others in Attendance:** Gary Zimmerman, City Accountant

All in attendance said the Pledge of Allegiance. Councilman Lowery gave Invocation.

**Discussion Items:**

- Council discussed Charles E. Reed & Associates Engagement Letter for 2008 Audit. *Atch 1.*
- Council discussed the costs associated with the purchase of a new Radar Unit for Marshall's vehicle including docking port. *Atch 2.*
- Council discussed Tax Rate for 2008 as required by Jefferson County Appraisal District. *Atch 3.*
- Gary Zimmerman, City Accountant made the following comments and recommendations for new fiscal budget:
  - - *Using the Rollback Rate of 0.236962. This rate will increase revenue by \$8,300. Each year the City should use rollback rate. If rollback rate is not used the City is losing ground.*
  - - *Restriction of funds for Roads: \$79,000 to only be used for roads. Funds in excess of \$79,000 is growing and not being used.*
- Council discussed 2007-2008 Fiscal Budget for update. *Atch 4*
- Council discussed proposed 2008-2009 Fiscal year budget. *Atch 5*

**Action Items:**

- Council approved the Charles E. Reed & Associates Engagement Letter to perform 2008 Audit. See Atch 1: M/M/2/C: Adams/Grimes
- Council approved the costs associated with the purchase of a new Dell Radar Unit for Marshall's vehicle including docking port. See Atch 2. M/M/2/C: Adams/Nelson
- Council approved Tax Rate for 2008 as required by Jefferson County Appraisal District See Atch 3. M/M/2/C: Adams/Grimes
- Council approved 2007-2008 Fiscal Budget for update. See Atch 4. Lowrey/Tevis M/M/2/C: Lowrey/Adams
- Council approved 2008-2009 Fiscal year budget. See Atch 5. M/M/2/C: Tevis/Grimes

**Council Comments:**

- Councilwoman Adams presented information from Kriston Construction Co., Inc. for upgrading of Civic Center Parking lot. No action taken.
- Motion to adjourn meeting at 9:02 P.M. M/M/2/C: Nelson/Adams

  
Rebecca M. Ford, Mayor

  
ATTEST: Michelle Nelson, Secretary

**CITY OF BEVIL OAKS**  
**MINUTES OF REGULAR MEETING**  
August 19, 2008

Mayor Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Rusty Moseley, Michelle Nelson, Dave Tevis ,

**Staff Members Present:** Ray Crader, Marshal, Norma Lucus, City Clerk

All in attendance said the Pledge of Allegiance. Mr. Ronnie Adams gave Invocation.

Presentation was not given by Fire District.

Presentation was given by Tim Simpson of Carroll & Blackman, Inc. on the certificate of construction completion for DRS 060005. See Attachment 1.

**Citizen's Comments:**

- Mrs. Vautrot has someone to inspect her restaurant, but is in full agreement of having the Jefferson County Health Department inspect and regulate food-serving businesses within the City of Bevil Oaks.

Approved Minutes of Meeting 8 & 15 July, and 12 August 2008: Atch 2, 3, & 4. M/M/2/C: Adams/Grimes

**Treasurers & Accountant's Report** Given by Councilwoman Adams. See Atch 5 M/M/2/C as reported: Lowrey/Tevis

**Marshal's Report:** Written report given by Marshal Crader. See Atch 6

**Court Report:** None. No action in Municipal Court

**Building Permits/Work Request:** None.

**Discussion Items:**

- Ordinance #212 (Fiscal Year Budget (1 October 2008- 30 September 2009). See Atch 7
- Job description for Code Enforcement Officer. See Atch 8
- Interlocal Agreement with Jefferson County Health Department to inspect and regulate Restaurants/Food serving businesses within the City. See Atch 9

**Action Items:**

- Approve Ordinance #212 (Fiscal Year Budget (1 October 2008- 30 September 2009)  
M/M/2/C: Grimes/Adams
- Approve Job description for Code Enforcement Officer. M/M/2/C: Grimes/Nelson
- Interlocal Agreement with Jefferson County Health Department to inspect and regulate Restaurants/Food serving businesses within the City. M/M/2/C: Moseley/Tevis

**Committee Reports :**

Building & Grounds – Air Conditioner is still in need of repair. Collecting information on what is required to repair/update the system. Councilman Lowrey suggested there might be problems with the return-air vent.

Roads & Drainage – Robbie of Precinct 1 will try to get approval for weed spraying.


Community Development – Yard of the Month for August was the Louviere's at 7740 Yellowstone. The City will display flags again on Veteran's Day.

**Council Comments:** Councilman Tevis spoke on the importance of ordinance in place for keeping the City clean.

Motion to adjoin meeting at 8:00 P.M. M/M/2/C: Nelson/Moseley



Rebecca M. Ford, Mayor



ATTEST: Michelle Nelson, Secretary

CITY OF BEVIL OAKS  
**MINUTES OF Special Budget Meeting**  
August 28, 2008

Mayor Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Rusty Moseley, Michelle Nelson

**Council Member Absent:** Dave Tevis

**Staff Member Present:** Ray Crader, Marshal, & Norma Lucas, City Clerk

All in attendance said the Pledge of Allegiance. Councilman Lowery gave Invocation.

City Council and Mayor Ford reviewed each line item of amended budget to fit the projected income for new fiscal year. Council will match budget based of income produced by adjusted tax rate. Council took no action on approving budget this meeting.

M/M/2/C: Lowrey/Moseley

Motion to adjourn meeting at 7:40 P.M. M/M/2/C: Nelson/Grimes



Rebecca M. Ford, Mayor



ATTEST: Michelle Nelson, Secretary



**CITY OF BEVIL OAKS**  
**Minutes of a Regular Meeting**  
**Tuesday, September 16, 2008**

Mayor Ford called the meeting to order at 7:00 P.M.

Councilman Norman Lowrey gave invocation.

**Council Members Present:** Sherry Adams, Jimmie Grimes, Norman Lowrey, Dave Tevis and Michelle Nelson

**Council Members Absent:** Rusty Moseley

The following agenda items were not presented due to disruptions caused by Hurricane Ike:

- 3) Presentation: Fire District
- 4) Citizen Comments
- 5) Approval of Minutes of 19 & 28 August 2008—minutes were not available
- 6) Treasurer's/Accountant's Report: Accounts Receivable/Payable—reports were not available
- 7) Marshal's report—not available
- 8) Court Report—not available
- 9) Building Permits/Work Requests—none requested
10. **Discussion Items**

**-2008 Tax Rate** –Council discussed the option of accepting the effective tax rate of 0.219410/\$100 that would result in lower income to the city from taxes rather than to go with the roll back tax rate that would result in an increase in tax income for the year 2009 if it met citizen approval. The drawback to the roll back option is that the notification process and the possible required public election could ultimately use all or the better part of the project income.

**-2008/2009 Revised Budget** – While considering accepting the effective tax rate that would result in lower income to the city than had previously been considered when setting the 2008/2009 budget, council discussed ways of trimming the budget to fit a lower amount of income from tax revenues and still be able to meet critical needs of the city.


11. **Action Items:**

- **Approved 2008 Tax Rate** of 0.219410/\$100: **MM2C Lowrey/Tevis**

- **Approved 2008/2009 Revised Budget** –to accommodate total income of approximately \$276,815: \$180,000 from all income sources plus approximately \$97,165 from fund balance: **MM2C Adams/Tevis**

12. Mayor-Pro Tem Grimes reported that the Community Development Committee had to delay the presentation of the yard-of the month for September due to the evacuation. No other reports were given.

Meeting was adjourned at 7:55 P.M. **M/M/2C Nelson/Lowrey**

  
Rebecca M. Ford, Mayor

  
ATTEST: Michelle Nelson, Secretary



**CITY OF BEVIL OAKS**  
**MINUTES OF REGULAR MEETING**  
October 21, 2008

Mayor Rebecca M. Ford called meeting to order at 7:00 p.m.

**Members Present:** Sherry Adams, Jimmie Grimes, Norman Lowrey, Michelle Nelson

**Absent:** Rusty Moseley, Dave Tevis

**Staff Member Present:** Ray Crader, Marshal, Norma Lucus, City Clerk

All in attendance said the Pledge of Allegiance. Invocation given by Councilman Lowrey

Presentation given by Chief Gonzales, Jefferson County Emergency Services District (JCESD). Chief Gonzales briefed on the status of JCESD. Some of his concerns are the number of volunteers available on any given day. During the normal daytime shift there are sometimes 0 to 1 volunteer. On a good day there are about 8 volunteers. Calls to 911 may not get a response as this is a volunteer organization with no employees. JCESD is trying to hire an employee who is a certified fire fighter 1<sup>st</sup> responder with medical qualifications. Need someone to answer the emergency calls. He also stated JCESD may have to raise taxes. Didn't have time this tax year to notify citizens and vote on the issue, but will look at next tax year. JCESD provide a 32 mile area of coverage, average 200-220 calls a year, 80-85 % are medical. Chief Gonzales intentions for the future is to hire contractors, 4 -5 individuals for 10 hour days.

**Citizen's Comments:**

Mr. George Bryant addressed the Council about his concerns of the Little Pine Island Bayou. Highlight of his address is as follows:

He has started a campaign to clean out the bayou. He has a committee who will work to try to resolve the issues about the clean-up and environmental issues of the clean out of trees and debris from the Bayou. We have had 2 storms in the last 3 years, and the bayou is not navigational by boat now due to debris. He has called Layne Walker several times, and talked with Fred Jackson's office. Mr. Jackson is very interested and Mr. Bryan encourages everyone to call him. 125 miles of Little Pine Island Bayou is not under Big Thicket and can be cleaned out at anytime. If we get another big rain Bevil Oaks will probably flood. Need to get a petition for people to sign in support of the clean-up of the bayou. Want newsletter to list phone numbers for people to call expressing their concerns.

*Mayor's comments on this issue: Mayor is committed to working with the Bayou Committee, however she is not asking Council to do anything tonight but will consider doing so when the Bayou Committee plan is developed. Mr. George Bryant is Chairman and is taking the lead on the clean-up of Little Pine Island Bayou.*

**Minutes of Meeting:**

Council approved Minutes of the 19<sup>th</sup> & 28 August, & 16 September 2008. (Atch 1, 2, & 3) M/M/2/C: Grimes/Nelson

**Treasurer's and Accountant's Report:** Given by Councilwoman Adams. See Atch 4 and 5.  
M/M/2/C as reported: Lowrey/Nelson

**Marshal's Report:** Verbal report given by Marshal Crader. M/M/2/C: Adams/Grimes

**Court Report:** No Action in Court . No tickets.

**Building Permits/Work Request:** None. (5 approved by prior to meeting).

**DISCUSSION ITEMS:**

- Budget 2008/2009 amended September 16,2008, final draft adjusted income.

**ACTION ITEMS:**

- Approved 2008/2009 final draft of budget amended on September 16, 2008. Atch 6. M/M/2/C:  
Grimes/Lowrey

**Committee Reports:**

**Building & Grounds** - Councilwoman Adams. Cost for Office Air Conditioner repair was high. Will get a 3 bid estimate in the future.

**Roads & Drainage** - Mayor Ford. Not much damage to roads from Ike cleanup.

**Community Development** - Councilman Grimes. Yard of Month for September not held due to Hurricane Ike. Thanked volunteers for a job well done during Hurricane Ike recovery. Special thanks to the water & ice volunteers.

*Mayor's Comments: She thanked the Council for all of their help during the illness and passing away of her Mother. She didn't have to worry about the city, and appreciate everyone's support. The flowers sent by the city for the funeral services were beautiful.*

**Council Comments:**

Mayor and Council thanked everyone for attending the meeting.

Motion to adjourn meeting at 8:45 P.M. M/M/2/C: Nelson/Adams

  
Rebecca M. Ford, Mayor

  
ATTEST: Michelle Nelson, Secretary

CITY OF BEVIL OAKS  
MINUTES OF REGULAR MEETING  
November 18, 2008

Mayor Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Norman Lowrey, Rusty Moseley, Michelle Nelson, Dave Tevis

**Council Members Absent:** Sherry Adams

**Staff Members Present:** Norma Lucus, City Clerk

**Staff Members Absent:** Ray Crader, Marshal

All in attendance said the Pledge of Allegiance. Councilman Lowrey gave the Invocation.

Presentation was not given by Fire District.

**Citizen's Comments:**

Mr. Michael Manuel addressed the Council in reference to the loss of privacy due the trees being trimmed down after Hurricane Ike between his property and the Vautrot's Mobile Home Park. He stated that Entergy trimmed the trees and now he feels that he is living in the mobile home park. He is concerned about a fence that is required by ordinance to separate his property and the mobile home park. He asked if the Vautrot Mobile Home Park had been granted a waiver to not have to build a fence. He also is having problems with Kids and his dogs. Mr. Manuel stated he would talk to the Vautrots and try to resolve the problem. Mayor Ford stated that it is time to review permits for next year, however she and the Council will see if an agreement can be made between Mr. Manuel and the Vautrots. Mr. Manuel is to let the City know what agreement is reached.

**Minutes of the Meeting:** Council approved Minutes of October 21, 2008 (Atch 1)  
M/M/2C:Grimes/Lowrey

**Treasurers & Accountant's Report:** Given by Mayor Ford. (Atch 2)  
M/M/2C as reported: Moseley/Tevis

**Marshal's Report:** None

**Court Report:** 1 Ticket received. No Court action.

**Building Permits/Work Request:** A request for a FEMA Trailer variance as a result of Hurricane Ike property damage at 7130 River Bend Road.

**Discussion Items:** - Substandard Housing: The City has received a formal complaint on the property located at 7125 River Bend Road. Home is in disrepair. The City hired a certified Inspector to inspect the home. The Mayor is taking the written report to Attorney J. Thad Heartfield with copies of damages to the home for review and action. The home is unsecured, with damages estimated to be greater than 50% of total value. It is a health hazard with sanitary concerns. The swimming pool and home is in disrepair. There are no safety features around the swimming pool. The Attorney will advise the City on what steps to take to declare the home an unsafe structure. The homeowner will be notified again of the problems.

- TML Flood Insurance Elevation Certificate - Mark W. Whiteley & Associates, Inc. Contracted to provide an elevation certificate of the City property needed to qualify for the Texas Municipal League Flood Insurance program.

**Action Items:**

Approved the hiring of a part-time Code Enforcement Officer. Job to be advertised. M/M/2/Approve: Tevis/Grimes. Councilman Moseley opposed. He has concerns about the costs facing the City financial position in the possible housing demolition. He is not sure if this is the best way for the City to go.

A Mobile Home Waiver was granted for the FEMA Trailer located at 7130 River Bend Road for a period of six months. M/M/2/C Moseley/Grimes

A Resolution was approved to Certified Roll Jurisdiction Summary. M/M/2/C:

**Committee Reports :**

**Building & Grounds** – Councilman Grimes: Civic Center had water on floor. Drain was removed that caused water from heavy rain to build up in Center. Drain was replaced. Sign at Hwy 105 is not covered by insurance, as it's not located on City property. City will see if it is repairable.

Roads & Drainage – Councilman Moseley. Precinct 1 patched roads. Drainage District 6 has done a good job for the drainage. Due to the heavy rains there was a small amount of water on roads, but drained off right away.


Community Development – Councilman Grimes: Yard of the Month for the holidays will get started soon.

**Council Comments:**

Councilwoman Nelson: She is working on the newsletter. Happy Holidays will be on next newsletter.

Motion to adjourn meeting at 8:05P.M. M/M/2/C: Nelson/Lowrey

  
Rebecca M. Ford, Mayor

  
ATTEST: Michelle Nelson, Secretary



**CITY OF BEVIL OAKS**  
**MINUTES OF REGULAR MEETING**  
December 16, 2008

Mayor Ford called meeting to order at 7:00 p.m.

**Council Members Present:** Jimmie L. Grimes, Sherry Adams, Norman Lowrey, Rusty Moseley, Michelle Nelson

**Council Members Absent:** Dave Tevis

**Staff Members Present:** Ray Crader, Marshal, Norma Lucas, City Clerk

All in attendance said the Pledge of Allegiance. Councilman Lowrey gave the Invocation.

Presentation was not given by Fire District.

**Citizen's Comments:** None

**Minutes of the Meeting:** Council approved Minutes of November 18, 2008 (Atch 1)  
M/M/2C: Grimes/Lowrey

**Treasurers & Accountant's Report:** Given by Councilperson Adams. (Atch 2)  
M/M/2C as reported: Grimes/Moseley

**Marshal's Report:** Verbal report given. Marshal has been on Sick Leave.

**Court Report:** No Court action.

**Building Permits/Work Request:** 4 building permits were pre-approved.

**Discussion Items:**

- Discussed proposal for Flood coverage/options with TML/Fidelity National Insurance Company.
- Mobile Home Parks Annual Permit. Issue tabled until January 2009 Workshop.
- Discussed City office Official Holiday Closings.
- Discussed Sick Leave policy

**Action Items:**

- Approved proposal for Flood coverage/options with TML/Fidelity National Insurance Company, with a deductible of \$2,000, and an annual premium of \$933.00. M/M/2C: Grimes/Adams
- Approved City office Official Holiday Closings (Atch 3). M/M/2C: Moseley/Lowrey
- Approved Sick Leave policy (Atch 4) M/M/2C: Adams/Grimes.

**Committee Reports:**

Building & Grounds – Councilperson Adams: Explained the problems with the Heating System in City Office. Speed of air was moving to fast to provide adequate heat. Efficient Systems repaired the problem. They have proposed a maintenance agreement for review and approval by City Council. Water is coming into Civic Center due to inadequate drainage on side of building and the parking lot. The Gary Whitman Construction Company has been contacted about the problem and they will propose a solution.

Roads & Drainage – Councilman Moseley. Will talk to Robbie at Precinct 1 about starting roadwork again. He will also ask if they can dig out the parking lot. It needs to be lowered.

Community Development – Councilman Grimes: Broken City sign taken to Fast Signs to give a bid on possible repair, as one side of the sign is still fine. His committee is still taking funds for flag donations. Nominees received for Holiday yard of the Month. Last year winner has been nominated again.

**Mayor & Council Comments:**

**Mayor Ford:**

- Attorney J. Thad Heartfield wrote a letter to the homeowner, Terry Smith about inspectors' findings of substandard housing of property located at 7125 Riverbend Road, in Bevil Oaks. Mayor Ford read a copy of this letter to the Council.
- Met with "ORCA" and ABC Corporation about help with the City's recovery from Hurricane Ike.
- Signed of on two FEMA worksheets last Friday. Needed signed approval from the Halls for the placement of the City of Bevil Oaks sign on their property, and also needed approval for the Lawn Service maintaining the area where the sign is placed.
- Worksheet needed on the EMS payment of \$5,000.
- Home located at Sweetgum & Blackgun is falling down. Ray is back on the job.

**Councilman Lowrey:** Suggest that the City is the only one in area that requires liability insurance for building permits, most have bonds. (No further discussion as this issue is not an agenda item, but set a workshop in January).

Motion to adjoin meeting at 8:40 P.M. M/M/2/C: Nelson/Lowrey

  
Rebecca M. Ford, Mayor

  
ATTEST: Michelle Nelson, Secretary