

**JANUARY 18, 2024**

**AGENDA**

# Notice of a Regular Meeting CITY OF BEVIL OAKS, TEXAS

January 18, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on Thursday, January 18, 2024, at 6:30 P.M. to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Presentation-** Debbie Vascik w/Cahoon Consulting (City's CRS coordinator) speaking on behalf of the City's CRS program.
- 7. Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
- 8. Executive Session**
  - a. The Council may convene into executive session to discuss the various matters relating to potential or threatened litigation.
  - b. The Council may convene to executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee.
- 9. Review/Approve Action Items**
  - a. **Consideration/Discussion/Approval** of Ordinance for weeds, rubbish, brush, etc.
  - b. **Consideration/Discussion/Approval** of Ordinance for junk vehicles
  - c. **Consideration/Discussion/Approval** of Ordinance for substandard buildings
  - d. **Consideration/Discussion/Approval** of resignation of Councilman Watson
  - e. **Consideration/Discussion/Approval** of appointing Council to designated areas of responsibilities.
  - f. **Consideration/Discussion/Approval** of having cameras in the City office and other areas

- g. **Consideration/Discussion/Approval** of who has access to the cameras
- h. **Consideration/Discussion/Approval** of City office hours
- i. **Consideration/Discussion/Approval** of hiring a grant writer
- j. **Consideration/Discussion/Approval** of Councilperson that will be the financial officer for the City
- k. **Consideration/Discussion/Approval** of Council/Mayor spending limit
- l. **Consideration/Discussion/Approval** of City events and event planning
- m. **Consideration/Discussion/Approval** of authorized representatives for the City Tex Pool account.
- n. **Consideration/Discussion/Approval** of having Council attire.
- o. **Consideration/Discussion/Approval** of putting stripes on Sweetgum and Riverbend to separate lanes.
- p. **Consideration/Discussion/Approval** of amendment to variance(s) to Ordinance 24.2.1 (a) and/or use of Recreational Vehicle(s) in Bevil Oaks.

#### 10. Discussion

- a. **Discussion** of having a credit card expense form
- b. **Discussion** of C.O.O. for City Hall and Civic Center
- c. **Discussion** of the left-over rock material at the City park
- d. **Discussion** of road plans
- e. **Discussion** of items from the Council Workshop

#### 11. Adjourn Meeting

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

Sabrenna Crain

Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas

- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 15 January 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.

*Sabrenna Crain*

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Sabrenna Crain, Office Manager

**JANUARY 18, 2024**

**MEETING MINUTES**

**Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS**

January 18, 2024

1. **Call to Order @ 6:31 pm**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call- All present**
4. **Conflict of Interest Statement- None**
5. **Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit

**Brandon Willis-** County Commissioner candidate. Introduces himself. States that he would like to see what the concerns of Bevil Oaks are.
6. **Presentation- Debbie Vascik w/Cahoon Consulting (City's CRS coordinator) speaking on behalf of the City's CRS program.**
7. **Review/Approve Consent Items- Tabled until next meeting- M/M/2/C- Councilman Merendino/Councilman Thibodeaux**
  - a. **Financial Reports City of Bevil Oaks- tabled**
  - b. **Financial Report Public Works- Tabled**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
    - **Councilman Merendino-** States that October, November have not been approved. States that the credit card amount is not correct. States that he can't approve the financials if the credit card amount is not correct. States that he would like to have a spreadsheet that lists all the checks and a spreadsheet of what bills were paid. States that if the spreadsheet and the financial statements match, then there are not any questions.
    - **Mayor Mitchell-** States that we could table the financial statements until the special meeting next week. States that she will get a spreadsheet together to help make the financials easier to read.
    - **Dru-** States that there is lag between when the costs were incurred and the financial statements. States that he understands that the spreadsheet may make it easier to read the financials.
    - **Councilman Merendino-** States that he doesn't see an issue with tabling the financials until the next meeting.
    - **Councilman Wright-** States that he has some questions about the financials as well.
    - **Councilman Merendino-** States that it is something that Sabrenna used to put in the packets last year.

- **Councilman Wright-** States that the bill for utility innovations bill is higher than normal due to the disconnects and the taps that have been done.
- **Councilman Merendino-** States that we have not received the bills for October and November.

**8. Executive Session @ 6:34 pm**

- a. The Council may convene into executive session to discuss the various matters relating to potential or threatened litigation.
- b. The Council may convene to executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee.

- **Resume Regular @ 7:17 p.m.**

**9. Review/Approve Action Items**

- a. **Consideration/Discussion/Approval of Ordinance for weeds, rubbish, brush, etc.- Tabled**

- **Councilman Merendino-** Suggests tabling it.

- **Councilman Thibodeaux-** Suggest a town hall meeting to discuss.

- b. **Consideration/Discussion/Approval of Ordinance for junk vehicles- Tabled**

- c. **Consideration/Discussion/Approval of Ordinance for substandard buildings- Tabled**

- d. **Consideration/Discussion/Approval of resignation of Councilman Watson- Councilman Emmons- Approved- All other Council declined to accept.**

- **Councilman Merendino-** States that he hopes that he would like the council to reconsider his resignation. States that he is a valuable councilmember. He won his ward when he ran. He was elected by the citizens in Ward 1. States that he has 8 months left in his term.
- **Dru-** States that legally there isn't much that can be done for his resignation. States that he submitted a valid resignation.
- **Councilman Merendino-** If we decide to not accept it, can he take back his resignation
- **Dru-** No. States that we have to vote on it, it has to be done within 8 days of a resignation. States that it would have went into effect tomorrow anyways by law. States that if Council does not accept then he can rescind it by midnight tomorrow.
- **Councilman Clayton-** States that the discussion between himself and Councilman Watson. States that he has talked to Councilman Watson since then and he is making the decision to not accept the resignation of Councilman Watson
- **Councilman Merendino-** States that the people that elected Councilman Watson, wanted him to be in that position. States that he doesn't know where another individual could be found to do the work that Councilman Watson done while he was on Council. States that he will not accept his resignation.

- **Councilman Emmons-** States that if Councilman Watson wanted to rescind his resignation, then he would be at the meeting. States that he doesn't have anything against Councilman Watson.
  - **Councilman Merendino-** States that he thinks that Councilman Watson may have wanted to see what the other Councilmembers thought about him being on Council and if they would address him about it.
  - **Councilman Clayton-** States that when he was talking to Councilman Watson, Councilman Watson stated that he would come back and rescind his resignation.
  - **Dru-** States that if he rescinds his resignation, he will have to do it by tomorrow, the 8<sup>th</sup> day.
  - **Councilman Thibodeaux-** States that when he talked to Councilman Watson before he (councilman Thibodeaux) ran for Council, Councilman Watson showed him his resignation letter. States that is a long time to hold onto a resignation. States that in his opinion, Councilman Watson quit a long time ago, he just made it official at the last meeting. States that he won't beg anyone to come back, but if he wants to come back, then he will welcome him back.
  - **Councilman Merendino-** States that the resignation letter came about at a time when the City was going through a terrible time. States that Councilman Watson having his resignation letter did not come about just in the last 6 months. States that he thinks that he gave the resignation letter out of anger.
  - **Dru-** States that if Council doesn't accept it, Councilman Watson has until tomorrow to rescind his resignation.
- e. **Consideration/Discussion/Approval of appointing Council to designated areas of responsibilities. M/M/Z/C-Councilman Clayton/Councilman Merendino- Approved- Unanimous**
- **Councilman Wright-** States that the spreadsheet that he made, doesn't have to be followed, it was just his ideas on what could be done. States that the idea on the spreadsheet is his suggestion. States that the bucket dump that was done at the Council Workshop on 1/11/2024, was some of the ideas that are included on the spreadsheet.
  - **Mayor Mitchell-** Clarifies with Councilman Wright on what the agenda item means
  - **Councilman Merendino-** We are voting on the idea of having Council over designated ideas.
- f. **Consideration/Discussion/Approval of having cameras in the City office and other areas- Tabled**
- **Councilman Merendino-** States that the employees in the office are not handling any money, so he doesn't think that there needs to be cameras. States that if we can't trust our employees to work, then we need to find other employees instead of putting them on cameras
  - **Councilman Clayton-** States that there isn't a public building that does not have security cameras



- **Councilman Merendino-** States that Council had decided to put cameras pointing at the door and outside the building, not pointing at the employees.
  - **Councilman Clayton-** asks Councilman Merendino if he is against putting cameras at the office.
  - **Councilman Merendino-** States that he isn't against having security cameras at the office or outside the building.
  - **Councilman Clayton-** Is there a difference between a security camera and the camera at the office currently?
  - **Councilman Thibodeaux-** There is a big difference. The camera at the office is recording audio and surveillance. States that is very uncomfortable to work under the cameras that we currently have.
  - **Councilman Clayton- @ Dru-** states he is for the video. How can having the audio being recorded affect us legally
  - **Dru-** States that legally for audio recording, there still are some things that are privileged
  - **Councilman Wright-** States that he would like to know what the purpose is on having cameras.
  - **Councilman Thibodeaux-** States that he would like to remove them until a decision is made on having them.
  - **Councilman Clayton-** States that we can't change what the agenda says.
- g. **Consideration/Discussion/Approval** of who has access to the cameras- Tabled
- h. **Consideration/Discussion/Approval** of City office hours- *M/M/2/C-* Councilman Clayton/Councilman Emmons- *Approved- Unanimous vote for office hours to be 9am-5pm Monday through Thursday & 8am-12pm on Friday's.*

Mayor skipped i-o.

- i. **Consideration/Discussion/Approval** of hiring a grant writer-
  - j. **Consideration/Discussion/Approval** of Councilperson that will be the financial officer for the City. *tabled*
  - k. **Consideration/Discussion/Approval** of Council/Mayor spending limit.
  - l. **Consideration/Discussion/Approval** of City events and event planning.
  - m. **Consideration/Discussion/Approval** of authorized representatives for the City Tex Pool account.
  - n. **Consideration/Discussion/Approval** of having Council attire.
  - o. **Consideration/Discussion/Approval** of putting stripes on Sweetgum and Riverbend to separate lanes.
- p. **Consideration/Discussion/Approval** of amendment to variance(s) to Ordinance 24.2.1 (a) and/or use of Recreational Vehicle(s) in Bevil Oaks. *M/M/2/C- Councilman Emmons/Councilman Clayton- Approved- Unanimous*

- **Councilman Thibodeaux-** States that the variance was given to the Cline's so that they could live in an RV while they built the house
- **Martha Cline-** States that things have happened in their life that have kept them from building. States that they did not move onto the property until September and Mr. Cline lost his job in September as well. States that they are now in the process of getting their funding back in line.
- **Councilman Merendino-** Asks what the benefits are of them living on site? How is living in the RV on the property making it speed up the process in productivity
- **Mrs. Cline-** States that they are saving \$1,000 a month by having the RV on their land.
- **Councilman Merendino-** Asks how it makes it better with them being on site besides financially.
- **Mrs. Cline-** States that she is able to be on site so she can handle what is going on on-site.
- **Councilman Merendino-** States that Council hasn't given anyone else a variance to have an RV on their property.
- **Councilman Emmons-** Asks Mrs. Cline if they will be able to complete their house by the end of the variance.
- **Mrs. Cline-** The building should go up within the next 90 days.
- **Councilman Thibodeaux-** Asks if they have had a hurdle on their funding
- **Mrs. Cline-** Yes when Mr. Cline lost his job
- **Mayor Mitchell-** Asks if they moved the RV from their land, would it stop them from building
- **Mrs. Cline-** States that the RV lot rentals have went up
- **Councilman Clayton-** Asks if he thinks that they will have the building done by the end of the variance or would you need to come back to Council to extend the variance? The variance is for the RV, not to have the house completed.
- **Mrs. Cline-** States that it would not stop them from finishing the building.
- **Mayor Mitchell-** Asks if the plans are date stamped.
- **Mrs. Cline-** No, but she has the email.
- **Councilman Wright-** States that the original variance request was for 6 months, but the Council extended it to a year. States that the Council bent the rules by giving them the variance. States that he doesn't want to extend the variance but he would give them the 12 months. States that he would like to still honor what the variance was for.
- **Councilman Clayton-** What would be the repercussions of allowing the variance to go through the time of when the variance would be granted
- **Councilman Emmons-** States that he encourages the Clines to get the permits pulled.

**i. Consideration/Discussion/Approval of hiring a grant writer- Tabled**

- **Councilman Emmons-** States that he doesn't think that the City needs a grant writer.
  - **Councilman Wright-** States that the City would like to get some grant money that is available
  - **Councilman Emmons-** States that the grants that are out there, have strict qualifications. States that it takes a lot of time and resources to find grants
  - **Councilman Wright-** States that looking for grants is on the spreadsheet that he made
- j. Consideration/Discussion/Approval of Councilperson that will be the financial officer for the City- Dismissed**
- **Mayor Mitchell-** States that the Mayor and Mayor Pro-tem already have this taken care of
- k. Consideration/Discussion/Approval of Council/Mayor spending limit- Tabled.**
- **Councilman Thibodeaux-** States that the new purchase order form that was presented by the Mayor, is a step in the right direction.
  - **Mayor Mitchell-** States that Dru has been tasked to update the credit card policy.
  - **Councilman Thibodeaux-** States that we need to be conscientious about the money that is being spent on the credit card.
- l. Consideration/Discussion/Approval of City events and event planning. Tabled- Councilman Thibodeaux abstained**
- **Councilman Thibodeaux-** States that he has a letter ready to go out for a citizens advisory committee. The committee will consist of citizen that have commented positively.
  - **Councilman Wright-** States that the discussion that they are having is what he hoped came from the spreadsheet that he made.
  - **Mayor Mitchell-** The Community Development funds are not part of the Council/Mayor spending limit.
- m. Consideration/Discussion/Approval of authorized representatives for the City Tex Pool account. M/M/2/C- Councilman Clayton/Councilman Thibodeaux- Approved Mayor Mitchell and Councilman Emmons- Unanimous vote**
- n. Consideration/Discussion/Approval of having Council attire.M/M/2/C- Councilman Thibodeaux/Councilman Emmons- Approved. Councilman Merendino and Councilman Wright denied. All other Council approved.**
- **Councilman Thibodeaux-** States that his outcome for this is to look more uniform. Closed toed shoes and pants.
  - **Councilman Clayton-** States that Council is now being video recorded. Image does matter.
  - **Councilman Merendino-** Asks if they are talking getting shirts?
  - **Councilman Thibodeaux-** Yes
  - **Councilman Wright-** States that the citizens had negative comments on this topic.
  - **Councilman Thibodeaux-** States that it helps identify the Councilmembers in a crowd.

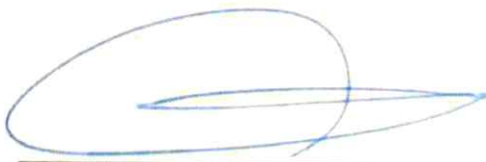
- o. **Consideration/Discussion/Approval** of putting stripes on Sweetgum and Riverbend to separate lanes. **M/M/2/C- Councilman Emmons/Councilman Clayton- Denied- Unanimous**

- **Councilman Emmons-** States that the roads are not wide enough to put stripes on them.

**10. Discussion**

- Discussion** of having a credit card expense form
- Discussion** of C.O.O. for City Hall and Civic Center
- Discussion** of the left-over rock material at the City park
  - **Councilman Emmons-** States that the County overcalculated how much rock was needed to do Shipley. States that we can sale the rock back to the company that we bought the rock from, but we will not get what we paid for it.
  - **Councilman Merendino-** Asks when the County will be coming back out.
  - **Councilman Emmons-** States that in the interlocal, it states that the County will do ¼ mile of work per year. Being that they did 2 miles of road, they will not be doing any more work for 4 more years.
  - **Councilman Wright-** States that they haven't been out here since the hurricane, so we should have some road work as a credit.
- Discussion** of road plans
- Discussion** of items from the Council Workshop
  - **Councilman Wright-** States that the list that he made, be taken into consideration.

- 11. Adjourn Meeting @ 9:21 pm- M/M/2/C- Councilman Merendino/Councilman Clayton- Unanimous**



Mayor Cheri Mitchell

Attest:



City Secretary, Jeff Thibodeaux

Approved on this 19 day of September, 2024.

**FEBRUARY 15, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

February 15, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a REGULAR COUNCIL MEETING on **Thursday, February 15, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

1. **Call to Order**
2. **Pledge of Allegiance/Invocation-** pledges given by Cub Scout Troop 10/Invocation given by Travis Tombre
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call**
4. **Conflict of Interest Statement**
5. **Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
6. **Presentation-** Debbie Vascik w/Cahoon Consulting (City's CRS coordinator) speaking on behalf of the City's CRS program.
7. **Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks- Oct.-Dec 2023**
  - b. **Financial Report Public Works- Oct.-Dec. 2023**
  - c. **Utility Innovations Report- Oct.-Dec. 2023**
  - d. **Previous Meeting Minutes**
8. **Review/Action Items**
  - a. **Consideration/Discussion/Approval** of revisions to Ordinance # 256- Flood Damage Prevention to reinstate a free board
  - b. **Consideration/Discussion/Approval** of the City placing an RFQ (request for qualifications) for contractors to work for the City.
  - c. **Consideration/Discussion/Approval** of selecting Council members to be over selected duties within the City
  - d. **Consideration/Discussion/Approval** of amending the credit card policy from 2014
  - e. **Consideration/Discussion/Approval** of credit card expense request form
  - f. **Consideration/Discussion/Approval** of resolution for City Spending Policy
  - g. **Consideration/Discussion/Approval** of variance request by resident
  - h. **Consideration/Discussion/Approval** of doing a freeze waiver for those that had a busted water line due to the freeze in January 2024
  - i. **Consideration/Discussion/Approval** of moving part-time employee to full-time.
  - j. **Consideration/Discussion/Approval** of the renewal of the current mowing contract or going out for bid for a new mowing contract

- k. **Consideration/Discussion/Approval** of revisions needed to the water ordinance # 252.1
- l. **Consideration/Discussion/Approval** of letting the local Scout Organization have access to the Civic Center
- m. **Consideration/Discussion/Approval** of ordinance for substandard buildings

**9. Discussion**

- a. **Discussion** of discrepancies on December financials
- b. **Discussion** of repair progress on the Civic Center and due date on C.O.O.
- c. **Discussion** of if the retention pond at sewer plant
- d. **Discussion** of cost to install security cameras at City Hall
- e. **Discussion** of drainage and maintaining the ditches

**10. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

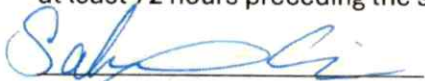


Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 12 February 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**FEBRUARY 15, 2024**  
**MEETING MINUTES**



Notice of Regular Meeting Minutes  
**CITY OF BEVIL OAKS, TEXAS**

February 15, 2024

1. **Call to Order 6:30 pm**
2. **Pledge of Allegiance/Invocation-** pledges given by Cub Scout Troop 10
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call- All Present**
4. **Conflict of Interest Statement- None**
5. **Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
  - **Matt Godfrey-** States that Council has done some great things, however, he still has some concerns with a few things. States that his wife was attacked by someone's dog. States that homeowners need to take care of their animals. There is not a leash law, so they need to build a fence. States that the road in front of his house is still messed up from when they were doing road work. All the heavy machines went down his street to turn around. States that there needs to be better communication throughout the City and City Council. States that the water quality is not good.
6. **Presentation-** Debbie Vascik w/Cahoon Consulting (City's CRS coordinator) speaking on behalf of the City's CRS program.
  - **Belle Gonzales-** Introduces herself as a representative of the state for the CRS program.
  - **Debbie Vascik-** Introduces herself as the City's CRS coordinator
  - **Belle Gonzales-** States that they are basically Code Enforcement Officers without the badge. Their job is to make sure that the City is in compliance with the rules to stay in compliance with the NFIP. Freeboards tend to compensate for many unknown factors. States that she will explain later. Goes over the FIRM map that is currently in place for Bevil Oaks. It has been in place since 1987. States that there isn't a projected date on when FEMA will make the official publication of the projected map that was made in 2019.
  - **Councilman Wright-** States that the map isn't accurate because he is located in AE and he only got 4 and half feet during Harvey and areas that are in X that got more. How is the information on the map accurate?
  - **Belle Gonzales-** states that Harvey was a 500-year flood. FEMA recommends using the most stringent information if possible. States that the Council can choose to adopt the projected map from 2019.
  - **Councilman Merendino-** How would adopting the one-foot rule affect how high the water gets in a building?
  - **Belle Gonzales-** States that if the building is elevated higher, it would alleviate that.
  - **Mayor Mitchell-** The current grants that are available require the 2-foot rule.
  - **Belle Gonzales-** Yes.
  - **Mayor Mitchell-** States that if we want to be able to obtain grants, then we have to adopt the 2-foot rule.
  - **Belle Gonzales-** gives the analogy that it is just like a donor organ. If someone needs to have a lung transplant, they aren't going to give a lung to someone who isn't going to quit smoking over someone who is willing to keep that organ healthy. States that there are more options for funding out there. States that she does have access to a grant coordination team that she could give the City access to.

- **Matt Godfrey-** Does the 2-foot rule apply to the homes that are already built or new homes?
- **Belle Gonzales-** It applies to new construction or to substantial improvements. If someone decides to improve their home and it is more than 50 % of the home value, then it applies. States that some people have tried to get away with doing their improvements a little at a time so that it doesn't look like it is 50 % of the home value. Cumulative improvements are different for old owners and new owners. I.E. if you have had a home for 30 years and you renovate it when you purchase it, then you decide to sell it, the improvements that you made when you purchased it will not be part of the new owner's cumulative improvement if they want to improve it.
- **Councilman Merendino-** Gives an example of there being 44 abandoned homes that are completely gutted. The City decides to put in a freeboard of X amount, it won't change the water level in the homes, but it will make it to where the vacant homes that don't meet the freeboard, can't be fixed. They will be abandoned.
- **Debbie Vascik-** There are grants available for that.
- **Belle Gonzales-** Yes. There are grants available for those homes. States that depending on the repetitive loss, there are grants that pay 100% if the home is a severe repetitive loss. It depends on the home's history.
- **Councilman Merendino-** States that the City did do away with the 2-foot rule because there were so many homes that couldn't be fixed due to the not meeting the 2-foot rule.
- **Councilman Watson-** Asks if we could get grants to fix the Pine Island Bayou because that is the reason why Bevil Oaks floods?
- **Belle Gonzales-** There are grants to enhance natural floodplains to prevent flooding in other areas.
- **Councilman Watson-** states that we were talking about this 2-years ago and we still talking about it now. Nothing has been done. States that the Bayou doesn't drain off near as quickly as it used to.
- **Councilman Emmons-** States that a natural floodway cannot be touched. States that trees have been removed.
- **Belle Gonzales-** Having a 2-foot freeboard isn't just about the CRS. Not having a freeboard will affect getting assistance for flood damage and grants. States that if the City doesn't participate in the NFIP, then the City wouldn't be eligible to obtain grants. States that in 1972, the government was issuing more grants due to the fact that no one had NFIP. That is why they made it necessary to have NFIP to get grants so that they weren't trying to provide all the funding that was needed. The government would have the help from NFIP to help with the funds. States that it isn't mandatory to be a part of the CRS, however, it is helpful to the homeowners so that they are able to get NFIP. The discounts that come from CRS do play a factor in how many policies are currently active in Bevil Oaks. States that there are currently 217 policies in Bevil Oaks.
- **Councilman Merendino-** asks if the City didn't have at least a one-foot freeboard, would there still be 217 policies?
- **Belle Gonzales-** Yes, but those policies wouldn't be getting the discounts that they have now. States that if the freeboard doesn't get adopted then that will drop the City further down in the CRS program and the discount would be less. The discount isn't based off flood zone anymore. The homeowners in flood zone AE are getting the same 10% discount as the homeowners in flood zone X.
- **Cathy Crane-** Asks how the homeowners in AE would be able to fix their home if it doesn't meet the two-foot requirement.
- **Belle Gonzales-** States that the two-foot freeboard only comes into play if the home is substantially damaged. If the damage to the structure is less than 50% of the market value, then the home wouldn't have to be elevated to fix it. The substantial damage is part of the NFIP rule regardless of the freeboard, if the home

is more than 50% damaged, the NFIP treats the home as if it were new construction. **Continues to go over the slideshow presentation.**

- **Cathy Crane-** States that the insurance company will cover the cost to repair your home if it floods, so why would someone want to pay the cost to elevate their home?
- **Belle Gonzales-** States that if the home isn't above BFE and is substantially damaged, then the home is no longer eligible for NFIP.
- **Councilman Wright-** Asks if it matters if the City has a one foot, two foot or three-foot freeboard to get the 10% discount?
- **Belle Gonzales-** States that she isn't sure if that changes the amount of discount that the City has. States that having a freeboard will protect the community if all homes are two foot above because it is less likely to flood the home if it is two foot above the freeboard.
- **Debbie Vascik-** States that if a home is substantially damaged, the floodplain manager can write a letter to the homeowner stating that it was substantially damaged. The homeowner can use that letter to get help elevating the home. States that the two-foot rule would help with grants.
- **Matt Godfrey-** Asks if the home has to be elevated to get assistance.
- **Debbie Vascik-** States that if the home is a severe repetitive loss, then there are grants that will pay 100% of the elevation costs.
- **Belle Gonzales-** There are more grants available if the disaster is a deemed presidential disaster like Harvey.
- **Debbie Vascik-** States that there are things that can be done to get the City back to a class 7 with the CRS which would give homeowners a 50% discount on their NFIP. If the one-foot freeboard is adopted, it will put the City at a class 9 which is a 5% discount.
- **Councilman Merendino-** Would the City be eligible to apply for grants if there isn't at least a one-foot freeboard?
- **Belle Gonzales-** States that most grants require a freeboard. States that there are small grants that the City could obtain by not having a freeboard, but the bigger grants from FEMA and the state require at least a two-foot freeboard.
- **Councilman Merendino-** States that we don't have a two-foot freeboard now and people still have flood insurance, and we still have a discount. States that we won't qualify for some grants because we don't have a two-foot freeboard.
- **Belle Gonzales-** Most grants require a two-foot freeboard. States that the rules may change and become stricter. They may say that if there isn't a freeboard in place, then you can't qualify for class 9.
- **Debbie Vascik-** States that every 5 years there is a cycle visit. If the freeboard isn't added back to the ordinance by the time the cycle visit of 2024, then the City will decrease to a class 9. If there is a one foot or a two-foot freeboard by the time the cycle visit comes in April, then we could work toward getting a better class.
- **Councilman Watson-** States that his concern is that the two-foot rule gets put into play and something happens to our homes, then we don't get to rebuild our homes if they aren't two foot above.
- **Belle Gonzales-** States that's only if the home is substantially damaged.
- **Debbie Vascik-** States that the two-foot rule was in place before and some homes did get elevated.
- **Councilman Wright-** States that in his opinion, Harvey can't keep being the example for all the floods that we have had and the ones that we will have. It was different than a normal flood. There are three different categories that will be affected by a freeboard: new construction, vacant homes, and how the homes that are currently occupied. States that the Council needs to understand how all of those categories will be affected before making a decision on the freeboard.
- **Dru Montgomery-** States that in a normal flood where a home only gets 6 inches of water in it, it won't be 50% or more damaged, so that home won't need to be elevated. The two-foot rule is less relevant in accordance to repair.

- **Heather Steelman-** States that the list that Council was given for the meeting has the homes highlighted in yellow that will be affected by the two-foot rule. The top of the bottom floor of those homes, are not two foot above BFE.
  - **Belle Gonzales-** States that the two-foot rule only affects the homes that are in AE.
  - **Debbie Vascik-** The homes that are on that list will need to be elevated regardless of having a two-foot freeboard because they are below BFE. Substantial damage is not only floods. It is any kind of substantial damage to the home.
  - **Councilman Merendino-** Asks Heather if the homes on the list that are highlighted can obtain a permit?
  - **Heather Steelman-** No because they don't meet the BFE requirement.
- 7. Review/Approve Consent Items- M/M/2/C Councilman Thibodeaux/Councilman Emmons- Approved**
- **3 approved- Councilman Thibodeaux, Councilman Clayton, Councilman Emmons**
  - **3 No- Councilman Wright, Councilman Merendino, Councilman Watson**
  - **Mayor broke the tie**
- a. **Financial Reports City of Bevil Oaks- Oct.-Dec 2023**
  - b. **Financial Report Public Works- Oct.-Dec. 2023**
  - c. **Utility Innovations Report- Oct.-Dec. 2023**
  - d. **Previous Meeting Minutes**
    - **Mayor Mitchell-** Asks attorney if there is supposed to be discussion on consent items or if they just take a vote?
    - **Dru Montgomery-** States that consent items can be moved to discussion items, but they aren't normally discussed. There is just a vote taken for Council to give their consent to approve them.
    - **Councilman Merendino-** States that he has some concerns about the financials.
    - **Dru Montgomery-** States that if Councilman Merendino wants to discuss the consent items, he will need to make a motion to move the consent items to a discussion item.
    - **Councilman Merendino-** States that he would like to make a motion to move it to a discussion item because he doesn't see how the rest of the Council has read all the financials and approve them as they are.
    - **A motion was made by Councilman Merendino to move the consent items to discussion items. Councilman Thibodeaux, Councilman Emmons and Councilman Clayton voted NO to moving them to a discussion item. Councilman Watson and Councilman Merendino voted to move them to discussion items. Councilman Wright abstained from voting.**
    - **Councilman Merendino-** States that there are 4 months of financials. States that he had to get the financials printed on his own because the Mayor wouldn't allow the staff at the office to print the packets out.
- 8. Review/Action Items**
- a. **Consideration/Discussion/Approval of revisions to Ordinance # 256- Flood Damage Prevention to reinstate a free board- Councilman Emmons/Councilman Clayton- tabled**
    - **Councilman Wright-** States that in order to make a decision on reinstating the freeboard, he needs to make sure that he has all of the information.
    - **Councilman Emmons-** States that he was on the Council the first time this was discussed. States that even if the freeboard gets put into place, if nothing happens to the homes that don't meet the requirements, then the freeboard will not change anything. States that the home doesn't have to be elevated unless there is substantial damage to it. If the home is substantially damaged, there will be grants that will help elevate it. States that his house was raised and it didn't cost him anything because the two-foot rule was in place. States that if the two-foot rule is not in place, it will affect everyone. States that he will vote for the two-foot rule.

- b. **Consideration/Discussion/Approval** of the City placing an RFQ (request for qualifications) for contractors to work for the City. - *M/M/2/C*- Councilman Emmons/Councilman Thibodeaux- **Approved- Unanimous**
- **Councilman Merendino**- Asks what the agenda item means
  - **Mayor Mitchell**- States that it is a policy to approve contractors work for the City.
  - **Heather Steelman**- States that it is a contractor list.
  - **Councilman Merendino**- Asks if we can do this without giving everyone a fair chance to bid on jobs that the City has?
  - **Dru Montgomery**- States that the City puts out an RFQ for the contractors and they have to meet the requirements in order to be considered. The Council will then select the vendor in an open meeting. States this agenda item is just to approve the process of selecting vendors for the City. It isn't approving a vendor right now.
- c. **Consideration/Discussion/Approval** of selecting Council members to be over selected duties within the City- **Tabled- Unanimous**
- **Councilman Merendino**- Suggests moving this item to a town hall meeting.
  - **Councilman Clayton**- States that there was a list for the Council to choose from before. Suggests choosing the items from that list
  - **Councilman Watson**- States that he agrees with Councilman Merendino on the fact of discussing who would be best fit for what job they are assigned to.
  - **Councilman Wright**- States that he put the list together.
  - **Dru Montgomery**- States that the City Council members can give other City Council members authority to act on certain things. States that without Council giving other Council members the authority to spend funds, if there are funds that need to be spent, the item must be brought to Council and voted on.
  - **Councilman Watson**- States that in no offense to Councilman Wright, he made the decision to move a water sample point out of someone's yard. It costed money to do that, but it wasn't brought before Council to do it. States again that it his statement was with no offense to Councilman Wright.
  - **Dru Montgomery**- States that Councilman Wright has been given the authority over the Water. States that the Mayor can give him that authority. States that the Mayor can grant operational and authority approval. States that if it was more than \$1,000 and the Mayor gave the authority for him to do it, then it was done correctly. States that assigning the job duties, is Council giving authority for the other Council members to spend money.
  - **Councilman Merendino**- States that since there wasn't a sample point at that spot for 40 years, it could have been brought to Council to make the decision to have that sample point installed. It wasn't an emergency.
  - **Mayor Mitchell**- It was considered as day-to-day operations because the sample points are for the health and safety of the citizens.
  - **Councilman Emmons**- States that Dru is saying that if you have a Council member over an area, that person has a budget. It was the same thing as the committee for the buildings (City Hall and Civic Center). States that everything doesn't have to be brought to Council if there is a budget in place.
  - **Dru Montgomery**- States that if it was under \$50,000 then it was fine for him to spend it.
  - **Councilman Wright**-States that Councilman Merendino is right. States that there are things that have to be done. States that the sample point was at

someone's house, which should have been done differently, but she was tired of them using her water as a sample point. States that they have also looked into installing an automatic flush valve at the dead end of Carroll. States that when they are ready to do that, it will be brought to council for a vote.

- **Mrs. Childers-** Dru Montgomery- At what point does monetary value stop going to the Mayor and go to the Council?
- **Dru Montgomery-** States that citizen comments are over, so he doesn't have to answer. States that as long as an item isn't over \$50,000, it doesn't have to go out for bid.
- **Mrs. Childers-** States that she isn't asking about items that need to go out for bid. States that spending up to \$50,000 is a lot for one person to sign off on.
- **Cathy Crane-** States that any citizen can come to the office and ask for documentation on what was spent on an item.
- **Mrs. Childers- @ Dru Montgomery-** States that Dru is supposed to be working for the citizens. Asks at what point does the Mayor need to say that the Council needs to go to Council to ask for approval about spending money?
- **Dru Montgomery-** States that we are a type A general law City and the state legislator set the \$50,000 limit.
- **Councilman Wright-** States that we have gotten off topic.

**d. Consideration/Discussion/Approval of amending the credit card policy from 2014-tabled-**

- **Mayor Mitchell-** States that this limits the amount of money that can be spent.
- **Councilman Merendino-** States that on agenda item e negates this item because it states that the Mayor can accept/change any policy. It needs to state that Council instead of Mayor.
- **Dru Montgomery-** States that the Mayor can't adopt any policies, that has to go through Council.
- **Councilman Thibodeaux-** That's not what it says. It says "The Mayor is authorized to adopt any additional rules or policies necessary to implement the provisions of this financial policy"
- **Councilman Merendino-** States that he spoke with the CPA and she recommended that it be change to state Council rather than Mayor.
- **Councilman Thibodeaux-** States that he agrees with the credibility given to the CPA, but by the same token, we should give them the same credibility on our financial statements. It's not our job to scrutinize what they have done in our financials. That's one of the reasons why he voted to approve the four months of financials because he trusts that they have done the job that they are paid to do. If we don't trust them then there is no reason that they should be working for us. States that he is out of order, but he wanted to make his point in the fact that we should trust our CPA. States that the line in the policy about the Mayor being able to change any provisions in this policy, doesn't mean that she can change any policy, it is just for this policy. States that the Council changes the policies. For the Mayor to have the broad ability to enforce this policy
- **Councilman Merendino-** States that Councilman Thibodeaux stated that we should trust the CPA's and with that being said, we shouldn't even look at the financials.
- **Councilman Thibodeaux-** States that he didn't say that and that they are out of order.

**e. Consideration/Discussion/Approval of credit card expense request form- Tabled**

- f. **Consideration/Discussion/Approval** of resolution for City Spending Policy- **Tabled**
- g. **Consideration/Discussion/Approval** of variance request by resident – **M/M/2/C- Councilman Emmons/Councilman Clayton- Denied- Unanimous, customer will not receive a variance. Councilman Merendino abstained from voting.**
- **Heather Steelman-** States that the customer isn't asking for a variance on his bill, he is asking that the late fee be waived because he didn't receive his bill
  - **Councilman Emmons-** States that he doesn't recommend approving it because the resident didn't show up to the meeting to plead his case.
  - **Councilman Merendino-** States he disagrees with Councilman Emmons on the fact that the resident didn't show up to the meeting because we don't know why he isn't here. He could have had an emergency.
  - **Councilman Wright-** States that there have been a number of variance requests submitted for the same reason, but everyone out here knows when the bills are due and knows when the disconnects are.
- h. **Consideration/Discussion/Approval** of doing a freeze waiver for those that had a busted water line due to the freeze in January 2024; **Councilman Thibodeaux/Councilman Clayton- Denied- Unanimous**
- **Councilman Merendino-** States that in the freeze of 2021, the City charged the customers that had leaks, a regular bill. States that it was also taken out of the sewer bill that was sent to City of Beaumont. States that this time it only affects people. States that he did freeze protection at his house and dripped his water. If the citizens know that they're not going to be charged if their pipes burst, then why would they prevent their pipes from bursting. States that we did it before, but are we going to do this every time a freeze comes through?
  - **Councilman Thibodeaux-** States that he thinks it's a bad idea because what if someone decides to fill their pool up during that freeze and say it was a busted pipe.
- i. **Consideration/Discussion/Approval** of moving part-time employee to full-time. – **M/M/2/C- Councilman Watson/Councilman Thibodeaux- Approved- Unanimous**
- **Mayor Mitchell-** States that she did not make Heather full time properly. It should have been put on the agenda last month. States that she didn't know that it had to go on the agenda, but states that it was not an excuse. States that she did already make her a full-time employee, but she wanted to put it on the agenda for transparency.
  - **Councilman Thibodeaux-** States that he is in 100% agreeance.
  - **Councilman Wright-** States that he agrees with it. States that she is doing a great job.
  - **Councilman Merendino-** States that he thinks it should be done in executive session rather than publicly. States that any time someone was given a raise, it was done in executive session.
  - **Dru Montgomery-** Reminds Councilman Merendino that things that were discussed in executive session can't be discussed in public. States that merits of giving a raise were discussed in executive session.
  - **Councilman Merendino-** States that he isn't trying to talk about what was discussed in executive session, he was trying to state that raises were usually discussed in executive session.
  - **Dru Montgomery-** States that he is trying to keep from stating things that were discussed as attorney/client privilege as well as the privacy of employees. States

that the Mayor is bringing this to Council for a vote on her raise because she didn't do it properly this time.

- **Mayor Mitchell-** Admits that she made a mistake and that she is trying to correct it by getting the Council's vote.
  - **Councilman Watson-** States that when Heather was hired, she wanted to be hired as part time. States that instead of making Heather full-time, couldn't we hire another part-time person and have one full time employee and two part time employees so that the City doesn't have to pay for insurance.
  - **Mayor Mitchell-** States that she doesn't need insurance because her husband has insurance on her
  - **Councilman Watson-** States that her husband could lose insurance and she may need it later on
  - **Councilman Merendino-** Do we have something signed by her stating that she won't ask for insurance? States that we don't have a way to know if she is going to want insurance later.
  - **Dru Montgomery-** States that the bookkeeper suggested getting her to sign a disclaimer.
  - **Councilman Emmons-** States that some of this stuff doesn't need to be discussed. Suggests just taking a vote
  - **Councilman Merendino-** States that we are discussing this because we are spending taxpayer money
  - **Councilman Watson-** States that we are discussing this because we are trying to spend the taxpayer money wisely because that hasn't been done very often.
  - **Councilman Thibodeaux-** States that the waiver will take care of the insurance.
  - **Councilman Merendino-** That takes care of the insurance but doesn't take care of the holiday pay or the sick time.
  - **Councilman Watson- @ Councilman Emmons-** pretend that this is your money that is being spent. We have a right to defend how people's money is spent. States that the only reason that he is taking the position he is taking is that she agreed to work part time. States that he isn't opposed to her being full time.
- j. **Consideration/Discussion/Approval** of the renewal of the current mowing contract or going out for bid for a new mowing contract- **M/M/2/C- Councilman Merendino/Councilman Watson- Approved- Unanimous**
- **Mayor Mitchell-** States that there is a resolution that states that all contracts must be reviewed.
  - **Councilman Merendino-** States that he has spoken to Cousin's Lawn service today. States that the grass is about to start growing and we don't have time to put it out for bid. States that Cousin's agreed to continue to mow for the same price that he has always done it for. States that if we go out for bid, we may not get a contractor that will do it for the price that he does it for.
  - **Councilman Wright-** Asked if we can add to the contract?
  - **Councilman Merendino-** Yes. States that he would like to make it public that he has been locked out of the water plant and the sewer plant so if he can get access to it to see if it is mowed or not then he can't do anything about it.
- k. **Consideration/Discussion/Approval** of revisions needed to the water ordinance # 252.1- **Tabled – will discuss in Council workshop**
- **Mayor Mitchell-** States that there are several things that need to be updated. Suggests doing it in a town hall meeting.



- **Councilman Merendino-** States that it does not state in the ordinance that we disconnect for \$10.00 or more. It does not state that the City will charge a fee to turn new service on. The City is taking on that cost. States that fee should be passed onto the customer.
- **Councilman Clayton left the meeting at 9:11 pm**
- i. Consideration/Discussion/Approval** of letting the local Scout Organization have access to the Civic Center- **M/M/2/C- Councilman Watson/Councilman Thibodeaux- Approved- Unanimous**
- m. Consideration/Discussion/Approval** of ordinance for substandard buildings- **M/M/2/C- Councilman Thibodeaux/Councilman Emmons- Approved- Councilman Merendino abstained from voting**
  - **Councilman Merendino-** States that this is the same ordinance that we didn't pass last time.
  - **Mayor Mitchell-** States that his ordinance is just for the vacant houses.
  - **Councilman Thibodeaux-** States that the can has been kicked down the road for a while due to Council not liking things that are in the ordinance. If we can agree on what we don't like and take it out.
  - **Councilman Merendino-** States that the attorney previously stated that it would be a nightmare to try and enforce this ordinance
  - **Dru Montgomery-** Asks Councilman Merendino what he is referring to?
  - **Councilman Merendino-** States that the ordinance that was looked at before was going to be a nightmare to enforce.
  - **Dru Montgomery-** States that what Councilman Merendino is saying is a misrepresentation of what he said. Asks if Councilman Merendino is asking about the new ordinance or the old one?
  - **Councilman Merendino-** the old one
  - **Dru Montgomery-** States that with the old ordinances, there are things in the ordinances that make it administratively difficult to enforce. States that he doesn't believe that he would have characterized it as "it would be a nightmare to enforce".
  - **Councilman Merendino-** Asks if the new one is enforceable?
  - **Dru Montgomery-** Yes
  - **Councilman Merendino-** States that if someone needs to be fined and go to court then we can do that?
  - **Mayor Mitchell-** States that the City Council is the court.
  - **Councilman Merendino-** Can we legally enforce the new ordinance?
  - **Dru Montgomery-** Yes.
  - **Mrs. Childers-** What will the cost to enforce the ordinance be?
  - **Dru Montgomery-** States that any time the law must be enforced, it is going to cost money. There is no law that we can enforce for free.
  - **Councilman Merendino-** Does this ordinance give the City Council the right to go on people's property?
  - **Councilman Thibodeaux-** States that the ordinance starts the process of being able to do so.

## 9. Discussion

- a. Discussion of discrepancies on December financials**
  - **Councilman Merendino-** States that this was previously discussed in the meeting, and it was said that we needed to trust the CPA with what is on the financials, so he would like to move on.

- **Councilman Emmons-** States that the financials are just a report. It isn't giving authority for the money to be spent. The money is already spent, so whoever spent the money is the one that needs to be asked the questions that Councilman Merendino has.
  - **Councilman Merendino-** States that there is discrepancies in the December financials because it says that we paid the credit card bill of \$1,500. That is false. There are two credit cards. One is for the stuff that is bought at the City. I.E. water, reems of paper, etc. The other card is the Mayor's, and she spent \$5,000 in December. Those records were not made available to the accountant.
  - **Mayor Mitchell-** States that the \$5,000 amount that was on the bill was used to pay a bill. It bounced. States that the accountant didn't make a mistake.
  - **Councilman Merendino-** States that the accountant did not have the data to pay the bill. States that she has them now, but she didn't have them at the time that she was doing the financials.
- b. Discussion of repair progress on the Civic Center and due date on C.O.O.**
- **Councilman Merendino-** States that the temporary C.O.O. had a list of stuff that we needed to do before the final C.O.O. could be issued.
  - **Councilman Wright-** States that there were four items that had to be done before June.
  - **Councilman Merendino-** The items on the list are: The smoke/CO2 detectors must be installed, the electrical panel in the men's bathroom must be moved to the outside of the building with the main breaker available to the fire department, a/c duct should be installed in the office south of the kitchen, the water heater must have a pan installed with a drain with tp going to the exterior, all restrooms must have vents going to the exterior. States that "action Jackson" said he was going to do all the work for building for \$500.
  - **Dru Montgomery-** States that Mr. Jackson offered to do it for free, but to make sure that we had coverage for his insurance and bond, we agreed to make sure that we paid him. '
  - **Councilman Merendino-** Asks if everything on the list has been done?
  - **Councilman Watson-** States that we have time to get it done.
  - **Councilman Merendino-** States that everything that was on the original list, that got us red tagged, has almost been completed. States that the inspector said that we could just put a lock on the breaker box in the bathroom and it would be okay.
  - **Councilman Watson-** States that we get everything else on the list completed and see if the inspector will pass it.
- c. Discussion of if the retention pond at sewer plant**
- **Councilman Merendino-** asks if the valve at the retention pond works because he has never seen anything flowing into the pond?
  - **Councilman Wright-** States that when it gets to a certain level then it should start flowing into the pond. The valve is open and it stays open
- d. Discussion of cost of installing security cameras at City Hall**
- **Councilman Thibodeaux-** States that he listened to the budget meeting from September when the security cameras were proposed for the Civic Center and for City Hall and he believes that the funds that were going to be used for that could be used to cover the Civic Center, City Hall and at the Water Plant. States that he has also spoken to Chief Gonzales about putting a DVR system at the fire

station to get a view of the park and basketball court. States that it also wouldn't cost a monthly subscription fee.

- **Councilman Merendino**- asks how having cameras at the water plant would keep someone from messing with the water system
  - **Councilman Thibodeaux**- states that we don't have anything now, but if someone can see the camera and there is a sign that states that there are cameras, it might keep someone from doing something. If someone does do something and we have cameras, at least we know what was done and who done it.
- e. **Discussion** of drainage and maintaining the ditches
- **Councilman Emmons**- States that he drove around during the last rain event. States that 5 to 6 work orders were turned in. States that he called and clarified that the County received the work orders. States that most of the ditches that were backing up, was because there were leaves in the ditch. States that cleaning leaves out of the ditch wasn't the County's responsibility. States that he would like to request that the homeowners clean their own ditches out.
  - **Councilman Merendino**- States the ditch on Riverbend was not backing up because of leaves.

**10. Adjourn Meeting @ 9:55 p.m.**



\_\_\_\_\_  
Mayor, Cheri Mitchell

Attest:   
\_\_\_\_\_  
City Secretary, Jeff Thibodeaux

Approved on this 20 day of February 2025.

**MARCH 21, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

March 21, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on **Thursday, March 21, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation-** pledge given by the cub scouts
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
- 7. Review/Action Items**
  - a. **Consideration/Discussion/Approval** of sergeant at arms
  - b. **Consideration/Discussion/Approval** of selecting Council members to be over selected duties within the City
  - c. **Consideration/Discussion/Approval** of renewing Utility Innovation contract
  - d. **Consideration/Discussion/Approval** of bids given to the City by Cousin's lawn care and Utility Innovations to mow the outside perimeter of the fence that surrounds the sewer plant and mowing the slopes of the retention pond
  - e. **Consideration/Discussion/Approval** of Council code of conduct
  - f. **Consideration/Discussion/Approval** of changes/amendment of water ordinance # 252.1
  - g. **Consideration/Discussion/Approval** of rental agreement & charges to rent out the Civic Center
  - h. **Consideration/Discussion/Approval** of changing the name of the Civic Center
- 8. Discussion**
  - a. **Flood Ordinance # 251**
  - b. **Violation of the Open Meetings Act**
- 9. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be

Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

*Sabrenna Crain*

Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 18 March 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.

*Sabrenna Crain*

Sabrenna Crain, Office Manager

**MARCH 21, 2024**  
**MEETING MINUTES**

Notice of a Regular Meeting Minutes  
**CITY OF BEVIL OAKS, TEXAS**

March 21, 2024

1. **Call to Order @ 6:28 pm**
2. **Pledge of Allegiance/Invocation- pledge given by the cub scouts Invocation given by Tiffany Tombre**
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. **Roll Call- All Present**
4. **Conflict of Interest Statement- None**
5. **Citizen Comments (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit**
  - **George Collins-** Introduces himself. States that he has always been connected to wells since he has been in Bevil Oaks to water his fruit trees. Asks how he can install a well
  - **Councilman Emmons-** explains to Mr. Collins that the Council can't address him on the issue.
6. **Review/Approve Consent Items- M/M/2/C- Councilman Emmons/Councilman Clayton- Approved**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
7. **Review/Action Items**
  - a. **Consideration/Discussion/Approval of sergeant at arms M/M/2/C-Councilman Wright/Councilman Emmons- Approved Councilman Clayton as Sergeant at arms**
    - **Mayor Mitchell-** States that the sergeant at arms maintains order in the meeting, is in charge of security at the meeting
    - **Dru Montgomery-** States that the Council can appoint any position that they need. States that there is a procedure that goes with the meeting, the sergeant at arms frees the presiding officer from having to maintain keeping the meeting in order. States that the sergeant at arms will also be in control of assigning an officer to a meeting if needed.
    - **Mayor Mitchell-** States that the sergeant at arms will help her become stronger with public speaking. States that she would like to appoint Councilman Clayton.
    - **Councilman Merendino-** Asks what the law is on someone removing a person physically.
    - **Councilman Clayton-** States that someone can not been removed physically.
    - **Councilman Merendino-** Asks if all of Council can still get the meeting in order or just the sergeant at arms
    - **Dru Mntgomery-** Yes
  - b. **Consideration/Discussion/Approval of selecting Council members to be over selected duties within the City M/M/2/C- Councilman Emmons/Councilman Thibodeaux- Approved- Mayor states that the duties can be changed at a later date if needed.**



- **Councilman Thibodeaux-** asks if it would be possible to swap duties if there is a councilman is more fit for a duty than the person that the duty is assigned to.
  - **Dru Montgomery-** States that when you are assigned to a duty, you can only spend the budget that is allotted without Council approval. Each duty is allotted to spend \$1,000. If it is anything over that budget, it must be brought to Council and/or have the Mayor approve. States that there is a spending policy for when bids are needed.
  - **Councilman Watson-** If a Councilman needs to purchase something and its over \$1,000, all they need to do is get the Mayor approval
  - **Mayor Mitchell-** unless it is the amount that will require it to go out for bid
  - **Councilman Wright-** States that a sample station had to be put in and he spoke with the Mayor about it and the job got done instead of having to wait for a Council meeting.
  - **Dru Montgomery-** The Council has been allotted to spend up to \$50,000 before going out for bid. If there is a project that is anticipated to be more than \$10,000, then it will need to go through the Council because it is a large project.
  - **Councilman Wright-** States that if there is a pressing issue that needs to be taken care of, it needs to be taken care of as soon as possible instead of calling a special meeting.
  - **Dru Montgomery-** states that once jobs are assigned, the Council can grant authority to each duty to spend money with a certain discretion.
  - **Councilman Emmons-** The state has regulations an guidelines that need to be followed.
  - **Councilman Merendino-** States that he will bring the jobs that he does, that are not an emergency or urgent to public safety, he will bring it to the Council. States that a list of approved contractors would be beneficial.
  - **Dru Montgomery-** states that the Council can decide to not allow Council to spend any money until the spending policy is in place. Currently, the Council can't spend money.
  - **Councilman Clayton-** States that all the Council can ask each other for help if need be.
  - **Councilman Wright-** States that the list that was given by the citizens concerns will start to fall under the duties.
- c. **Consideration/Discussion/Approval of renewing Utility Innovation contract**  
**M/M/Z/C- Councilman Emmons/Councilman Merendino- Approved**
- **Councilman Wright-** States that the contract that is currently in place is from 2016 and its automatically renewed every year. States that in the contract, there is a clause that states that if either party decides to not renew the contract, a 90-day notice is required. States that they have been very responsive.
  - **Councilman Watson-** Asks if Councilman Wright is aware when they work on a project

- **Councilman Wright-** States that he is aware a majority of the time when they are working on something unless it is early in the morning. States that if the contract is rebid, the rates will more than likely go up
  - **Councilman Watson-** States that he thinks the rate is a good rate.
  - **Councilman Wright-** States that he meets weekly with the supervisor. States that they were very prepared for the recent TCEQ visit that we had.
  - **Councilman Emmons-** States that if they are working on a project and blocking the road, they need to put signs out.
  - **Councilman Wright-** States that he will speak to them about it.
  - **Councilman Merendino-** asks if they will wear lanyards as identification
  - **Councilman Wright-** States that is something that we are trying to get done. States that if there is a line break at a residence, they will have to come back and do a sample, so they do need to have identification.
- d. **Consideration/Discussion/Approval of bids given to the City by Cousin's lawn care and Utility Innovations to mow the outside perimeter of the fence that surrounds the sewer plant and mowing the slopes of the retention pond M/M/2/C- Councilman Merendino/Councilman Watson- Approved- Cousin's lawn service's bid**
- **Councilman Watson-** Asks who is cheaper
  - **Mayor Mitchell-** Cousin's
  - **Councilman Emmons-** States that a decision can't be made because one is an hourly rate and one is a hard dollar bid
  - **Councilman Wright-** States that he disagrees
  - **Mayor Mitchell-** Asks Councilman Merendino what his opinion is since he is over the mowing
  - **Councilman Merendino-** States that he walked with Cousin's and thinks that they would be better for the job
  - **Councilman Clayton-** Suggests tabling the decision until more details are provided
  - **Mayor Mitchell-** States that the \$1,800 bid from Cousin's is within his authority to approve
  - **Motion for tabling the items- Councilman Emmons/Councilman Clayton Approve to table. Councilman Thibodeaux, Councilman Wright, Councilman Merendino & Councilman Watson declined to table**
  - **Continued Discussion**
  - **Councilman Merendino-** States that if someone other than the lawn company does it and doesn't cut the trees close enough to the ground for them to mow, then it will be an additional expense
- A. **Consideration/Discussion/Approval of Council code of conduct M/M/2/C- Councilman Clayton/Councilman Merendino- Approved with the following amendments: the citizens can submit a comment card up to the time the meeting is called to order, the Council should receive the paper copies of the packets as soon as they are prepared by the office staff ( by Wednesday of the meeting week), not**

*doing a preagenda & change 6.k. to state Citizens or other visitors attending city council meetings shall not bring food or alcohol into the city council chamber or into any other room in which the City Council is meeting.*

- **Councilman Merendino-** asks what if the agenda item that is proposed to be on the agenda doesn't have documentation, like receiving the Council packets early?
- **Dru Montgomery-** States that a resolution could be written
- **Councilman Wright-** States that he disagrees with not getting the paper Council packet until he gets to the Council packet. States that it's hard for him to read the Council packets on his phone because he can't get the packet on his computer.
- **Mayor Mitchell-** states that the stuff that is in the packet is confidential.
- **Councilman Wright-** States that he doesn't agree that it's fair for them to be on Council for free and he has to use his own money to print out his packet when the City office prints it out any way.
- **Councilman Merendino-** States that the Council can take their packet somewhere to be printed and the City is printing the packet any way then why can't they have it.
- **Mayor Mitchell-** asks Dru if the City is responsible if something that is in the packet, gets put out in public
- **Dru Montgomery-** yes, but if the Council wants to get the packet early, then they can sign it out.
- **Councilman Emmons-** States that it is state law as to how the meeting is ran and the way the packets are distributed.
- **Dru Montgomery-** States that the packets are being distributed any way, and there is not a law that states that the packets be paper or electronic
- **Councilman Wright-** States that being that the office is doing it any way, it's just a matter of when it is provided.
- **Councilman Wright-** States that it includes that there is section that states that the citizens have 2 minutes to discuss what they want and then 2 minutes to close. States that we give them 3 minutes now, so this will be better.
- **Councilman Merendino-** Asks if there is any fire capacity rules set for the Civic Center?
- **Councilman Emmons-** Yes
- **Councilman Thibodeaux-** States that he will add it to his list.
- **Councilman Merendino-** States that it says that a citizen must be at the meeting 10 minutes before the meeting to comment. States that as long as they submit the comment card before the meeting is called to order, then they should be allowed to do so.
- **Councilman Merendino-** asks who the City Secretary is
- **Mayor Mitchell-** Councilman Thibodeaux
- **Councilman Merendino-** States that he isn't the one that is doing what is listed as his job

- Mayor Mitchell- States that Councilman Thibodeaux is making sure that it is being done. If the girls are not present then it would be his job
  - Continuation of discussion of things that are in the code of conduct.
- e. Consideration/Discussion/Approval of changes/amendment of water ordinance # 252.1 *M/M/2/C-Councilman Clayton/Councilman Merendino- Tabled*
- Councilman Emmons- Suggests tabling the topic until everyone has had a chance to look at the changes that need to be made being that there are so many.
- f. Consideration/Discussion/Approval of rental agreement & charges to rent out the Civic Center *M/M/2/C- Councilman Watson/Councilman Thibodeaux- Approved*
- Councilman Wright- asks Councilman Thibodeaux if he has the ability to turn the thermostat on and off remotely
  - Councilman Thibodeaux- yes
  - Councilman Thibodeaux- asks if the Council needs to decide on the rate
  - Mayor Mitchell- no, since Councilman Thibodeaux is over the building, he can decide on the rate
  - Councilman Merendino- asks if there is a damage charge. States that other places have a card on file to charge if there is damages.
  - Sabreanna- States that there will need to be a system set up to take card payments because there is not currently a system set up to take card payments
  - Councilman Thibodeaux- States that he will get something set up.
- g. Consideration/Discussion/Approval of changing the name of the Civic Center *M/M/2/C- Councilman Clayton/Councilman Wright- Approved*
- Councilman Thibodeaux- States that the building is currently dedicated to "O.C. Hall Civic Center". Suggests changing it to "O.C. Hall Event Center"

## 8. Discussion

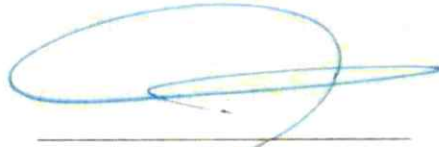
- a. Flood Ordinance # 251
- Mayor Mitchell- states that in current research for the CRS, it was discovered that ordinance # 251 is still in effect because ordinance # 256 canceled out ordinance # 207, meaning that there is still a 2-foot rule
  - Dru Montgomery- States that the only thing that was taken out of ordinance # 256 was the 2-foot rule and it also states that the more powerful ordinance is what is in place.
  - Councilman Merendino- asks if someone came in to pull a permit tomorrow, then if they are not 2-foot above, then they can't pull a permit?
  - Mayor Mitchell- yes, but the Council can decide to waive the 2-foot rule if another disaster happens
  - Councilman Wright- asks what happens since the 2-foot rule has been in place, but not implemented for the past few years?
  - Dru Montgomery- States that the City will face that with the CRS audit
  - Councilman Wright- States that since the vacant houses have been vacant for 7 years, then they should be demolished.

- **Councilman Clayton-** States that there will be a protocol in place for that
- **Councilman Wright-** Discusses the history of floods in Bevil Oaks
- **Mayor Mitchell-** States now that the ordinance # 251 has been clarified as to still be in place, the City can apply for grants.

**b. Violation of the Open Meetings Act**

- **Councilman Thibodeaux-** states that the code of conduct will help clarify what the rules of the open meetings act.

**9. Adjourn Meeting @ 8:46 pm M/M/2/C- Councilman Emmons/Councilman Merendino**



Mayor Cheri Mitchell

Attest:



City Secretary, Jeff Thibodeaux

**APRIL 18, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

April 18, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on **Thursday, April 18, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation-** pledge given by the cub scouts
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
- 7. Review/Action Items**
  - a. **Consideration/Discussion/Approval** of bids received to dispose of the brush pile at the Event Center.
  - b. **Consideration/Discussion/Approval** of resolution for the City spending policy.
  - c. **Consideration/Discussion/Approval** of purchasing generators for City Hall and the Event Center.
- 8. Discussion**
  - a. Discussion/clarification on Council responsibilities
  - b. Removal of rock pile at old City Hall location
  - c. Process of removing the steps and ramp at old City Hall location
  - d. Changes to the water ordinance
- 9. Reports**
  - a. **Councilman Merendino**
  - b. **Councilman Watson**
  - c. **Councilman Emmons**
  - d. **Councilman Clayton**
  - e. **Councilman Wright**
  - f. **Councilman Thibodeaux**
- 10. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given

to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.



Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 15 April 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager



**APRIL 18, 2024**  
**MEETING MINUTES**

**Notice of a Regular Meeting Minutes**  
**CITY OF BEVIL OAKS, TEXAS**

April 18, 2024

1. **Call to Order @ 6:30 pm**
2. **Pledge of Allegiance/Invocation-** Invocation given by resident Rita Williams
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag: I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. **Roll Call-** All present but Councilman Clayton. He arrived at 7:15
4. **Conflict of Interest Statement-** None
5. **Citizen Comments (3 minutes each)** -- An opportunity for the citizens to address Council on agenda items or concerns not on the agenda -- those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
  - **Rusty Howard-** States that the pothole at the beginning of Sweetgum needs to be repaired.
6. **Review/Approve Consent Items- M/M/2/C-** Councilman Merendino/Councilman Emmons-  
**Approved- Unanimous**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
    - **Mayor Mitchell-** states that there were a lot of meeting minutes that needed to be updated so that they could be put on the website.
7. **Review/Action Items**
  - a. **Consideration/Discussion/Approval** of bids received to dispose of the brush pile at the Event Center. **M/M/2/C-** Councilman Merendino/Councilman Watson- **Approve** bis of \$1,350.00 - **Unanimous**
    - **Councilman Wright-** States that the three bids that were received, are all for different scopes of work.
    - **Councilman Merendino-** States that the bid that was received from Cousin's lawn service was different due to a misunderstanding between himself and Ruben (owner of Cousin's). States that he asked Ruben to give him a quote on weed eating around the brush pile and cutting down a few small trees. States that Ruben misunderstood what we were needing a quote for. States that his bid is no good, so there is only 2 bids.
    - **Councilman Wright-** asks about the pile that is in the back corner
    - **Councilman Thibodeaux-** States that the person that cut down the tree was asked to cut down the tree and place it in a pile. States that he (Councilman Thibodeaux) did not realize that it was so low in that spot.
    - **Councilman Wright-** States that the bids are for two different things then
    - **Councilman Merendino-** Yes, they are two different scopes. States that one of the bids is to burn the big brush pile with a machine on standby to push up the pile as it burns, however, he is not sure that someone will be there while it burns to do so.
    - **Councilman Wright-** asks Councilman Merendino what his opinion is on the bids?

- **Councilman Merendino-** States that he would like the pile to be gone. The wind has been blowing bad, which will make it difficult to burn. States that the pile has been there for two years. States that he planned on burning the pile, but he hasn't had time to do it. The weather has made it difficult as well since it has been windy and raining most days.
- **Councilman Wright-** Asks if the bid included hauling off the pile and taking care of the stuff in the corner of the lot?
- **Councilman Merendino-** No. States that there is a big log in the corner pile that he couldn't move with his tractor. States that if the guy can pick up the log and put it in the truck, then he will.
- **Councilman Wright-** asks if we can cut the log in half?
- **Councilman Merendino-** States that it's hard to get in there to the log to cut it.
- **Councilman Wright-** States that he would like to have the pile picked up instead of burning it.
- **Councilman Emmons-** agrees.
- **Mayor Mitchell-** Asks how soon the guy can pick up the pile?
- **Councilman Merendino-** Almost immediately.

b. **Consideration/Discussion/Approval of resolution for the City spending policy.**

**M/M/2/C- Councilman Merendino/Councilman Watson- Approved with revision of \$2,500 spending limit- Unanimous**

- **Councilman Wright-** In the resolution, it states that if any Council member wants to spend over \$1,000, it must be approved by Council. States that if he needs to buy a pump that costs \$2,000, he will have to come to Council to do that. Asks if the amount should be changed to \$10,000.
- **Councilman Watson-** asks Councilman Wright how many times since he has been over the water department, he has had to spend \$10,000?
- **Councilman Wright-** Never.
- **Councilman Watson-** Suggests making the amount \$5,000 rather than \$10,000.
- **Mayor Mitchell-** States that the purpose of the resolution is that when Council is doing their job duties, they don't have to keep bringing it to Council when they need to purchase something.
- **Councilman Watson-** States that he would like expenses that need to be made, that are not an emergency, be brought to Council so that everyone is involved in the decision-making process because money is being spent.
- **Councilman Wright-** states that where he disagrees with that is that does Council need to be in the know before or after the fact?
- **Councilman Watson & Councilman Merendino-** before.
- **Councilman Wright-** i.e. there were several complaints about a sample point where Utility Innovations takes the TCEQ sample. The resident stated that she didn't want anyone sampling water on her property anymore. That job cost around \$2,000. States that is the kind of thing that he is mentioning. The job was done and he reported it after the fact.

- **Councilman Watson-** States that he agrees with what Councilman Wright is saying, but he doesn't think that the budget needs to be that large.
- **Councilman Wright-** States that he agrees that it doesn't need to be that big of a budget.
- **Mayor Mitchell-** States that when things were being done in the Event Center, that it was a communication between her, Councilman Thibodeaux and Councilman Clayton and then they kept everyone else in the loop.
- **Councilman Watson-** States that none of the stuff that needs to be done is a matter of life and death.
- **Mayor Mitchell-** Right, but we are improving what we have because we didn't have the technology.
- **Councilman Wright-** States that it is the principle that Councilman Watson is mentioning.
- **Councilman Merendino-** States that as long as the toilets flush and the water comes out of the spigot that Councilman Wright should be able to make the decision whether we need three booster pumps put in today. That's an emergency. States that the way that the resolution is written is that if i.e. Councilman Thibodeaux wants to put a bathroom at the park, he can call the Mayor and get it done and none of the rest of the Council know anything about it.
- **Mayor Mitchell-** States that the amounts are in the government code.
- **Councilman Merendino-** States he is just informing everyone how it has been since he has been in Bevil Oaks.
- **Councilman Wright-** States that it all boils down to accountability. States that if it is a Council member's job to take care of i.e. water plant, then that Council member is accountable for those expenses.
- **Councilman Merendino-** States that if it isn't an emergency and funds need to be spent, we have the ability to call a special meeting.
- **Councilman Emmons-** States that is micromanaging.
- **Councilman Watson-** States that it isn't micromanaging, it is spending our money wisely.
- **Mayor Mitchell-** states that number 5 is blank, so Council can fill in whatever amount they want.
- **Councilman Merendino-** States that he doesn't think that Mayor should be able to spend \$50,000 without the Council's approval unless it's an emergency. States that he doesn't think that the Council should have the authority to spend \$10,000 by a text message to the Mayor.
- **Mayor Mitchell-** Asks what amount he thinks Council should be able to spend without Council approval.
- **Councilman Merendino-** suggests leaving the Council budget at \$2,500 spending limit in non-emergent situations, excluding the water department.
- **Councilman Watson-** States that in an emergency situation, the Mayor needs to be able to spend whatever she needs to spend.

- **Councilman Merendino-** States that before in a previous emergency situation, we have had an emergency meeting.
  - **Councilman Thibodeaux-** States that nothing has been done independently. States that if something was done by him, he has always talked to another Council member and the Mayor.
  - **Mayor Mitchell-** asks if there is anymore discussion besides changing number 5 to a \$2,500 spending limit.
  - **Councilman Merendino-** States that he has a problem with all the amounts. The Mayor shouldn't be able to spend \$10,000 without Council approval either.
  - **Mayor Mitchell-** That \$10,000 is from the government code (#252). You can't take away from the government code. You can add to it, but you can't take away from it.
  - **Councilman Thibodeaux @ Councilman Merendino-** Asks what number he would suggest for the Mayor spending limit?
  - **Councilman Merendino-** \$2,500 except for water department.
  - **Mayor Mitchell-** You can't exclude just one portion. It is all or nothing.
  - **Councilman Merendino-** States that he would like everyone's spending limit to be \$2,500 including the Mayor's spending limit. With a spending limit of \$2,500, the Mayor can still buy a computer if she needs to. States that he thinks that critical maintenance should be the only exception.
  - **Councilman Thibodeaux-** should there be a cap on the critical maintenance.
  - **Councilman Wright-** No, but you should report it at the next meeting.
  - **Councilman Thibodeaux-** What would the number look like for critical maintenance?
  - **Councilman Merendino-** \$50,000 is the critical maintenance budget, but it has to go out for bid.
  - **Councilman Watson-** States that he agrees with there being a budget of \$2,500 across the board.
  - **Mayor Mitchell-** States that Council can come up with the spending limit and we can send it to Dru to make sure that he is okay with it being that he is the one that came up with the current numbers.
  - **Councilman Emmons-** States that the \$10,000 is from the government code.
  - **Mayor Mitchell-** states that you can be stricter than the government code. States that if Council decides on the \$2,500 spending limit, to keep in mind that it could be rejected by Dru and it will have to be brought back from Dru.
  - **Councilman Merendino-** makes a motion that Council accepts the resolution with a \$2,500 spending limit for each Council member other than critical maintenance.
- c. **Consideration/Discussion/Approval of purchasing generators for City Hall and the Event Center. M/M/2/C- Councilman Thibodeaux/Councilman Watson- Approved-** committee will look at bids submitted and see which bid to take. Committee consist of Councilman Merendino, Councilman Watson and Councilman Thibodeaux.

**Unanimous vote to put generators at City Hall and Civic Center with the exception of Councilman Merendino. He did not approve of putting generator at City Hall, only at Event Center.**

- **Councilman Merendino-** States that we have a small generator that was bought for the office that will power the entire building. All we need is a plug to plug it into the building.
- **Mayor Mitchell-** Asks what happened to the plug that was at the building?
- **Councilman Merendino-** States that it was a temporary plug.
- **Mayor Mitchell-** Asks what the downfall was to having a permanent generator vs. the temporary one.
- **Councilman Watson-** The only downfall to using the temporary generator is that it won't run the a/c. The rest of the building will run.
- **Councilman Merendino-** States that if we just have the temporary generator and the lights go out, the office staff can come the Event Center to operate the City.
- **Mayor Mitchell @ Councilman Merendino-** So you are suggesting that we just have a generator at the Event Center?
- **Councilman Merendino-** Yes.
- **Councilman Wright-** Don't the computers at City Hall have a battery back up?
- **Mayor Mitchell-** Yes. A 2-hour back up. The whole purpose of putting a generator at the Event Center is so that in the case of an emergency, we can use it as a command center. States that we need to be self-sufficient.
- **Councilman Merendino-** States that he would like to have just the generator at the Event Center. States that he thinks that is spending the citizens money wisely. States that if there is a imminent storm coming, the girls don't need to be there anyways
- **Councilman Thibodeaux-** Asks what the size of the temporary generator is?
- **Councilman Watson-** 6,250 watts
- **Councilman Thibodeaux-** States that he wouldn't recommend a gas generator because of the fact that gas has to be stored and fresh gas has to remain in the generator. States that they don't offer clean power either. States that with a portable generator, you have to have gas on site, and you have to have someone to roll the generator to where it needs to be. Who is going to do that? The maintenance on that is going to be more. States that if the power goes out and there is only a generator at the Event Center, the girls will have to bring computers down to the Event Center and then back to City Hall once the power comes back on. States that the generator is more than just for a storm.
- **Councilman Merendino-** States that even with the permanent generator, it won't run the water heater at City Hall because it is a tankless water heater.
- **Councilman Thibodeaux @ Councilman Merendino-** Ask who told him that?

- **Councilman Merendino-** The guy who installs the permanent generator.
- **Councilman Thibodeaux-** States that the other people that gave us a quote, said that it can be put on a delay.
- **Councilman Watson-** States that his personal generator will drop out what power source isn't needed.
- **Councilman Thibodeaux-** States that the office has been open for a long time without hot water, so it is a non-critical item. States that he would recommend that a natural gas generator be installed at City Hall.
- **Councilman Merendino-** How many hours is the office open.
- **Councilman Thibodeaux-** States that is irrelevant. City Hall is the heartbeat of the City and our only revenue resource, so we need to give them the best that we can offer. States that he did receive another quote, however, he couldn't email it.
- **Councilman Watson-** How much was that bid?
- **Councilman Thibodeaux-** States that he can't get the quote to open.
- **Councilman Merendino-** Suggests tabling the decision on the generators until we receive the other quote.
- **Councilman Watson-** States that Kent Burch (owner of gulf coast generators) is fantastic to work with.
- **Mayor Mitchell-** Suggests setting a budget for generators and putting a committee of 3 Councilmembers to decide on it instead of it being brought back to Council.
- **Councilman Merendino-** States that he doesn't see what the rush is because we haven't had a generator up to this point, so he doesn't see why it can't wait until next month's Council meeting.
- **Councilman Clayton-** States that tabling it is just delaying the decision.
- **Councilman Watson-** informs Councilman Clayton that a spending limit was set for each Council member earlier in the meeting of \$2,500.
- **Councilman Merendino-** asks if we are doing both buildings
- **Mayor Mitchell-** Please keep in mind that the fund for the generators is coming out of the insurance fund.
- **Councilman Merendino-** Do we get a discount if we do both generators at the same time?
- **Councilman Clayton-** States that whoever is on the committee can discuss that along with who is going to install the generators.

## 8. Discussion

### a. Discussion/clarification on Council responsibilities

- **Councilman Merendino-** states the he brought it to the agenda because he got a bid for the debris removal at the Event Center and so did Councilman Thibodeaux, so he wanted clarification on who was over what. States that he would like more communication if another Councilman is getting a bid for one of his areas of responsibility or if they something that is wrong in one of his areas of responsibilities.

**b. Removal of rock pile at old City Hall location**

- **Councilman Merendino-** States that since he is over the parks, he doesn't want it to be a stockpile area. States that he wants the pile of rock moved. States that there will be a new County Commissioner. Suggests asking the new Commissioner what the County can do to help us get it removed.
- **Councilman Clayton-** States that something needs to be done with the rock pile because it is a liability to the City. States that kids climb on it all the time.
- **Councilman Emmons-** States that the previous County Commissioner (Commissioner Pierce) agreed to move the rock to the Sewer Plant, but we held off on it because Commissioner Pierce thought that the County would be able to buy it from the City and use it. Commissioner Pierce couldn't get the funds to purchase it. Being that Commissioner Pierce passed away, Councilman Emmons states that he would contact the field superintendent to see if the County would still honor the Commissioner's deal and move the rock to the Sewer Plant.
- **Councilman Merendino-** Why would the City keep the rock? There is an agreement signed by the previous Mayor (Mayor Barbara Emmons) and Commissioner Pierce, that states that the County will not do any road work in the City, other than patching potholes, for 4 years.
- **Councilman Emmons-** States that we can get them to move the rock pile and use it later on down the road or we can try to sell it. That means it has to be put out for bid and it can't be moved until it is sold. It may be two or three months if we bid it out.
- **Councilman Merendino-** asks why the County can't buy it?
- **Councilman Emmons-** States that they couldn't get the funds to purchase it.
- **Councilman Clayton-** States that it seems feasible to move the rock back to the Sewer Plant if we are going to be able to use it later on.
- **Councilman Merendino-** suggests getting the Commissioner to come look at the rock pile to confirm that it can be moved at no cost.
- **Councilman Thibodeaux-** asks Councilman Merendino to please allow the other Councilman to complete their sentences before saying anything else.
- **Councilman Emmons-** states that he is going to call and see if the current Commissioner will still honor the deal that he made with Commissioner Pierce and get the rock pile moved. States that we will lose money if we try to sell the rock because the cost for that material has dropped.
- **Councilman Wright-** States that there are two solutions to having the rock pile. We can move it or we can sell it. The first solution is to see if we can move it.

**c. Process of removing the steps and ramp at old City Hall location**

- **Councilman Merendino-** States that the steps are another hazard that is at the park area. Suggests posting them on the website for free at a first come first serve basis. Suggests giving whoever wants them, two days to remove it.



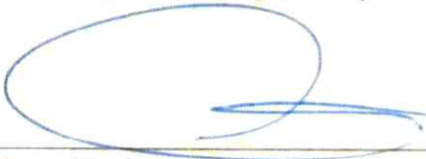
- **Councilman Emmons-** states that giving them two days to get the steps and ramp may not be feasible.
  - **Councilman Clayton-** asks if the City is allowed to post it on Facebook market place?
  - **Councilman Emmons-** No
  - **Mayor Mitchell-** the Council member that is over grounds and maintenance can.
  - **Councilman Merendino-** states that he would post it on Facebook.
  - **Mayor Mitchell-** suggests doing a call out.
- d. Changes to the water ordinance
- **Mayor Mitchell-** suggests raising the deposit for homeowners since the deposit for the renters deposit has been raised because the City has been stuck with bills from homeowners as well, not just from renters
  - **Councilman Merendino-** asks how much she is suggesting it be raised to?
  - **Mayor Mitchell-** The same as a renter.
  - **Hether Steelman-** there is a current situation where a renter left a bill and the homeowner had to pay the renters bill plus the deposit to have the water turned back on in the owner name. States that is why the renter deposit is higher.
  - **Mayor Mitchell-** states that there isn't much difference in an owner and a homeowner because they both leave bills
  - **Heather Steelman-** States that we also need to charge a turn on fee for new service because we have to pay Utility Innovations to come out and turn the water on. All the things that are highlighted in blue are suggestions from Sabrenna.
  - **Mayor Mitchell-** States that there be a separate line item on the financials for deposits instead of it being taken out of the general fund. States that she will do a rate sheet and bring it back to Council.
  - **Councilman Wright-** Suggest adding the quote will be given by the contractor prior to the sewer tap being done.
  - **Heather Steelman-** states that people were getting disconnected for just owing a late fee, so it is being suggested that the services not be disconnected for only owing a late fee. Council needs to decide on how much the services will get disconnected for.

## 9. Reports

- a. **Councilman Merendino-** No report
- b. **Councilman Watson**
  - States that the call out system is great. States that he has administered call out through the office for various things. States that he has rode through Bevil Oaks doing a survey of the streetlights. States that there is only one streetlight out at Riverbend and Moss Hill. States that there are some areas that need streetlights that don't currently have them.
  - **Councilman Clayton-** Suggests looking at the areas that need the streetlights the most since it is expensive to have them installed.

- **Mayor Mitchell-** Suggests starting with Riverbend because it is dark.
- c. **Councilman Emmons**
- States that there are some ditches that need to be cleaned out. States that the ones that need to be cleaned out, are just leaves that are piled up. States that the County will come out next week and get all the work orders that he turned in, completed. States that if they do come out next week, that he will try and get them to move the rock since they will already have equipment in the area. States that he would like to look into getting a contract with someone to maintain the leaves in ditches rather than getting the County to do it because that takes away from the other work that the County does for the City.
- d. **Councilman Clayton**
- Commends the Council on getting things done.
- e. **Councilman Wright**
- States that there was a leak on Yellowstone. States that when there is a localized leak and it only affects certain houses, only those homeowners are notified. The entire neighborhood isn't notified if only one street is under a boil water notice. States that the water department is dead on with the budget. States that the only part that is lacking in the budget is revenue. States that one of the problems that we have had is meter failures and we have also had a problem with getting the replacements delivered. States that the items that were mentioned at the town hall meeting have been sorted out so that it can be looked at in the next budget meeting.
- f. **Councilman Thibodeaux**
- States that in order to stay compliant with the temporary C.O.O. for the Event Center, there needed to be a emergency disconnect on the outside of the building. States that installing a generator would suffice that. States that he has a quote of \$1,800 to just install the emergency disconnect or it can be done with the installation of the generator. States that there isn't any lighting on the outside of the building. States that he has gotten a quote for wall pack lights on the outside of the building for \$2,700. States that he has worked on the Event Center rental agreement. Suggests that alcohol isn't allowed when someone rents the Event Center. Discusses items in the Event Center rental agreement.
  - **Mayor Mitchell-** states that she is looking into the additional things that need to be done for the vacant properties.

10. Adjourn Meeting @ 8:33 pm Councilman Emmons/Councilman Thibodeaux

  
 Mayor Cheri Mitchell

Attest:   
 City Secretary, Jeff Thibodeaux

Approved on this 19 day of September, 2024.

**MAY 23, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

May 23, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on **Thursday, May 23, 2024, at 5:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

1. **Call to Order**
2. **Pledge of Allegiance/Invocation-** pledge given by the cub scouts
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call**
4. **Conflict of Interest Statement**
5. **Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
6. **Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
7. **Review/Action Items**
  - a. **Consideration/Discussion/Approval** of Rate Schedule Amendment to Water Ordinance # 252.1
  - b. **Consideration/Discussion/Approval** of resolution authorizing Jefferson County to install an additional culvert at a residence on Riverbend.
8. **Discussion**
  - a. **Discussion** of the actions of Councilman Bud Merendino and whether it will be necessary to consider a resolution confirming a "loss of confidence" based on Councilman Merendino's recent actions. (requested by Councilman Thibodeaux)
  - b. **Discussion** of installing water fountains at the basketball court and at the City park.
  - c. **Discussion** of placement and design of the flood gates on Riverbend.
9. **Adjourn Meeting**

Notice of a Town Hall Meeting  
CITY OF BEVIL OAKS, TEXAS


NOTICE IS HEREBY GIVEN that immediately upon the adjournment, a Town Hall meeting at the same place as the above-referenced Regular Meeting shall be conducted on the following topics:

1. **Call to Order**
2. **TOPIC(S):** The Mayor and City Council shall discuss, make and receive comments and hear proposals and additional discussion from the public generally on the topic of Emergency Preparedness and to specifically discuss proposals for the City's policies and procedures for preparedness planning and addressing citywide emergencies. The Mayor and City Council anticipate providing guest speakers. Members of the public are encouraged to attend to provide

input on issues affecting all aspect of the City's management of municipal resources in times of declared emergencies.

**3. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.



Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING (and TOWN HALL MEETING) of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 20 May 2024, BEFORE 5:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**MAY 23, 2024**  
**MEETING MINUTES**

**Notice of a Regular Meeting**  
**CITY OF BEVIL OAKS, TEXAS**

May 23, 2024

1. **Call to Order @ 5:30 pm**
2. **Pledge of Allegiance/Invocation-** pledge given by the cub scouts
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. **Roll Call-** Everyone present except Councilman Wright.
4. **Conflict of Interest Statement-** None
5. **Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
  - **Doug Clark-** States that he is present in support of his Councilman, Councilman Merendino. States that if they are going to bring stuff up about Councilman Merendino, then Councilman Emmons needs to be brought up as well. States that Councilman Emmons has lied to the citizens about the rock that the City would be getting to repair the roads.
  - **Councilman Clayton-** calls Mr. Clark to order
6. **Review/Approve Consent Items- M/M/2/C- Councilman Emmons/Councilman Thibodeaux-**  
*Approved- Councilman Merendino opposed*
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
7. **Review/Action Items**
  - a. **Consideration/Discussion/Approval of Rate Schedule Amendment to Water Ordinance # 252.1-M/M/2/C- Councilman Clayton/Councilman Merendino-**  
*Unanimously Approved with revision*
    - **Councilman Merendino-** suggests adding a fixed rate for the sewer taps. States that if we were to get a price in the middle of the most recent taps, that would work for the best. States that there isn't many properties left that need a sewer tap. States that the City could lose or gain money on a tap.
    - **Councilman Clayton-** states that the price varies on how deep the sewer line is.
    - **Councilman Merendino-** States that if we realize that the City is losing money on the taps, then we could come back and change the price. States that the average is around \$2,500.
    - **Councilman Thibodeaux-** States that we could give them a range and that might help them know how much they could possibly be charged.
    - **Councilman Watson-** Asks if the customer could go directly to the utility company
    - **Councilman Merendino-** States that he thinks it needs to go through the City.
    - **Sabrenna-** States that if it were left between the utility contractor and the residents, then if there is an issue it may cause issues with our contractor.

- **Councilman Emmons-** states that the City isn't trying to make money off the citizens
  - **Councilman Merendino-** states that the City does need to make some money on taps or the City won't have money to operate
  - **Councilman Clayton-** asks if the utility company can give an average
  - **Councilman Merendino-** yes
  - **Councilman Thibodeaux-** asks how the other providers, i.e. gas, electrical, charge for their services.
  - **Councilman Merendino-** States that the reason in setting a price is to eliminate the confusion so one person isn't being charged more than the other.
- b. **Consideration/Discussion/Approval of resolution authorizing Jefferson County to install an additional culvert at a residence on Riverbend. M/M/2/C- Councilman Watson/Councilman Merendino- *Approved- Unanimous***
- **Councilman Clayton-** states that the resident wants to install an additional culvert in addition to the 40' that the County allows. States that the resident has spoken to the County and the County stated that the County said that installing the culvert would not cause an issue with the drainage. Does the underground drainage count as part of the 40' of driveway.

## 8. Discussion


- a. **Discussion of the actions of Councilman Bud Merendino and whether it will be necessary to consider a resolution confirming a "loss of confidence" based on Councilman Merendino's recent actions. (requested by Councilman Thibodeaux)**
- **Councilman Thibodeaux-** States he would like to rebuke the statements made by Councilman Merendino. States that the issues at hand are ordinances 216 and 266. States that ordinance 266 was voted on in January of this year by the current Council. States that over the last 7 years abandoned properties have been an issue. States that the Councilman Merendino has undermined the Council by the statement that was made. States that the fact that each Council member was not personally notified before the violations were issued .. the validity of the ordinance. States that citizens for each ward were represented in the Council meeting in January. If the actions continue by this Council member, the Council will need to vote for a loss of confidence in this Council member. States that this is in no way an attack to Councilman Merendino. States that Councilman Merendino was in agreement with the ordinance.
  - **Councilman Watson-** States that there was a failure to communicate for the violation notices. States that the current Council is passionate about getting things fixed throughout the community. States that we need to focus on the positive rather than the negative. States that he doesn't have an issues with anyone that is on Council. States that he wants Council to be aware that the battles that the Council faces are not against flesh and blood.
  - **Councilman Merendino-** States he voted against the financials because the City paid the attorney \$3,300 to put the ordinance into layman's terms. States that the Mayor wouldn't allow the charge for the attorney to be put in the Council packet. States that in the ordinance it states that you have to have water




at your residence. States that you will get a violation for not having water at the residence. States that all he asks is to be kept in the loop. States that if he isn't kept in the loop then he will tell the people the truth.

- **Councilman Clayton-** asks Councilman Watson if he was notified about the signs being put out?
  - **Councilman Watson-** no
  - **Councilman Clayton-** States that 5 out of the 6 Council were not notified about the signs being placed. States that the Council now have job duties. States that being that the Mayor and himself were not able to fulfill their duty of ordinance enforcement, so they passed the job onto Councilman Thibodeaux and the CAB team. States that the Councilman needs to separate their personal business as citizens and as councilmen. States that the CAB team was efficiently told how to place the notices on the properties before they took the task over.
  - **Councilman Emmons-** States that Councilman Merendino has been on and off of the Council for several years. States that the Council has been made aware that the use of Facebook for City officials do not need to use. States that the Council members are held to a higher standard than the people that they represent. States that the citizens should be able to trust the Council with the decisions that they make. States that the Council can not depend on what Councilman Merendino says or for him to follow the oath that he was sworn in under. States that the people that act like Councilman Merendino in other places are being called two-faced. States that Councilman Merendino's actions are counterproductive. States that Councilman Merendino decides on an item and then he changes his mind and doesn't support the item he voted on.
  - **Councilman Merendino-** States that he just wants the Council to communicate better.
- b. **Discussion** of installing water fountains at the basketball court and at the City park.
- **Councilman Merendino-** States that the kids that play basketball are drinking out of the hose bib at the office and there needs to be one installed.
- c. **Discussion** of placement and design of the flood gates on Riverbend. - No discussion

9. **Adjourn Meeting @ 6:20**

  
\_\_\_\_\_  
Mayor Cheri Mitchell

Attest:   
\_\_\_\_\_  
City Secretary, Jeff Thibodeaux

Approved this 19 day of September, 2024.

**MAY 23, 2024**

**TOWN HALL MEETING MINUTES**

Notice of a Town Hall Meeting 5/23/2024  
CITY OF BEVIL OAKS, TEXAS

1. **Call to Order @ 6:25 pm**

2. **TOPIC(S):** The Mayor and City Council shall discuss, make and receive comments and hear proposals and additional discussion from the public generally on the topic of Emergency Preparedness and to specifically discuss proposals for the City's policies and procedures for preparedness planning and addressing citywide emergencies. The Mayor and City Council anticipate providing guest speakers. Members of the public are encouraged to attend to provide input on issues affecting all aspect of the City's management of municipal resources in times of declared emergencies.
- **Chief Gonzales-** States that there is a great potential of having a busy hurricane season. Introduces guests Robert Grimm, Mike Rowell (TDEM). States that everyone needs to plan before hurricane season starts. States that if there is an evacuation call, you need to have a plan as to where you will be headed.
  - **Robert Grimm-** States that the time to look for a place to evacuate to is when a voluntary evacuation is called.
  - **Chief Gonzales-** States that leaving when a voluntary evacuation, traffic won't be as bad as when there is a mandatory evacuation is. There is no such thing as a mandatory evacuation. States that they can't make you leave your home. States that id there is someone that chooses not to stay, the emergency management team will write their name down and check on them periodically. States that he encourages taking pictures of your belongings and home. Suggests making sure that you have enough medication to last for at least 2 weeks. Suggests keeping gas tanks full before the storm enters the gulf. When a hurricane makes landfall, there l no mandatory evacuation. If you make the decision to stay, you are on your own. At some point and time there will not be any first responders available.
  - **Robert Grimm-** States that St. E will not allow you to go in the hospital, they will treat you outside and you will be sent away.
  - **Chief Gonzales-** States that there will be no utilities, fuel or groceries available. States that after a hurricane, the conditions may not let you back into the neighborhood due to life threatening issues. States to be cautious about wildlife and critters. Suggests using caution when using a portable generator. There have been deaths due to the placement of the generators. States that the NOAA is predicting more hurricanes than there has ever been.
  - **Councilman Thibodeaux-** Asks if there are any needs that the emergency response team might need that the community could help with.
  - **Chief Gonzales-** States that the emergency services have resources, but suggests helping your neighbor get prepared.
  - **Mayor-** Asks if the City could offer the Event Center for a staging area if needed.
  - **Chief Gonzales-** yes
  - **Bryant Burkes (Team 409)-** States that they are usually self-sufficient. States that they bring the supplies that they need.
  - **Robert Grimm-** States that the first step is going to be the emergency management and the state.
  - **Bryant-** States they aren't limited to helping with one need.
  - **Chris Gonzales-** States that the City has to make sure that they work through the chain of command so that the needs can be made. States that during Harvey there were several volunteers that wanted to help, but they caused an issue because law enforcement wasn't aware of who they were because they did not follow the chain of command
  - **Mrs. Scroggins-** Asks as citizens who does their information come from?
  - **Mayor-** States that the information will come to her and the information will get distributed to the citizens.
  - **Heather Steelman-** States that the City will be using the call out system to issue notifications to the citizens.
  - **Councilman Merendino-** States that we need to get a handle on the gauges at Sour Lake.

- **Chief Gonzales**- States that they do watch the gauge and distribute information as they get it.
- **Mike Rowell**- States that they watch the river gauges as well. States that they (TDEM) are in contact with the operators of the dams at the rivers to see who is releasing water and who can hold more water. States that TDEM has a team that handles mitigation and recovery for grants if the City needs that.
- **Councilman Merendino**- Asks if TDEM is in contact with the people that are in charge of the gauges at the dams?
- **Mike Rowell**- Yes. States that TDEM is over, prevention, mitigations, preparedness, response and recovery.
- **Mrs. Scroggins**- At what point does a disaster get declared?
- **Mayor Mitchell**- States when the judge declares it a disaster.
- **Mike Rowell**- States that there is a difference between a disaster declaration and an emergency declaration.
- **Mayor Mitchell**- States that the citizens will get a survey to complete in order to get funding.
- **Mike Rowell**- States that a there is different effects of a every hurricane and how the situation is handled. Suggests taking before and after pictures. States there are volunteer organizations that will help much out houses if those services are requested. States that the application has a spot on it to request for those services. States that the application can be found on TDEM website. The applications are called ISTAT and PSTAT.
- **Michael Miguad (public management)**- States that the ocean is more at the temperature that is experienced in August rather than May. States that documentation is key when it comes to funding. Reporting the disaster is critical, but documentation is key to getting funding.
- **Mayor Mitchell**- States that the CAB group would come in handy to get pictures of the neighborhood
- **Councilman Thibodeaux**- Asks if they are looking for grants that the City can obtain
- **Michael Miguad**- States that they are always looking for grants for their clients
- **Councilman Thibodeaux**- Asks if the City wanted to turn land into a retention pond for floodwaters
- **Michael Miguad**- States that something of that sort would better come from an engineer.
- **Mayor Mitchell**- States that she has been speaking with Kobe Hernandez (public management) about getting funding.

3. Adjourn Meeting @7:49



Mayor Cheri Mitchell

Attest:   
City Secretary, Jeff Thibodeaux

Approved on this 19 day of September, 2024.

**JUNE 07, 2024**

**AGENDA**

Notice of a Special Meeting  
CITY OF BEVIL OAKS, TEXAS

June 07, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **SPECIAL COUNCIL MEETING** on **Friday, June 07, 2024, at 5:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd. Beaumont, TX 77713 (Civic Center)**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
  - a. Mayor Mitchell anticipates not being present.
- 4. Conflict of Interest Statement**
- 5. Citizen Comments** – SUSPENDED due to no new or old business being voted upon.
- 6. Executive Session**
  - a. The Council will convene an executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee.
- 7. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held at the Date, Time and Place stated above. The City Council will deliberate upon the items listed in the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed in the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting, or removed from the Agenda. Any such tabled or

removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

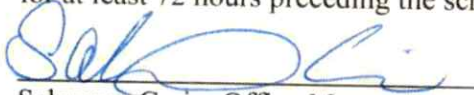


Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A SPECIAL MEETING of the Governing Body of the City of Bevil Oaks, Texas called by three (3) Councilmembers (Thibodeaux, Merendino and Watson) is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 04 June 2024, BEFORE 5:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**JUNE 07, 2024**

**SPECIAL MEETING MINUTES**



Special Meeting Minutes  
CITY OF BEVIL OAKS, TEXAS

June 07, 2024

1. **Call to Order @ 5:44 pm**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call- All present except for Mayor Mitchell**
  - a. Mayor Mitchell anticipates not being present.
4. **Conflict of Interest Statement- None**
5. **Citizen Comments – SUSPENDED** due to no new or old business being voted upon.
6. **Executive Session @ 5:45 pm**
  - a. The Council will convene an executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee.
7. **Adjourn Meeting @ 10:18 pm**



\_\_\_\_\_  
Mayor Cheri Mitchell

Attest: \_\_\_\_\_



\_\_\_\_\_  
City Secretary, Jeff Thibodeaux

Approved on this 20 day of June, 2024.

**JUNE 20, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

June 20, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a REGULAR COUNCIL MEETING on Thursday, June 20, 2024, at 6:30 P.M. to consider the following matters:

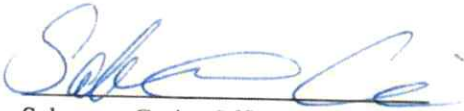
An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

1. **Call to Order**
2. **Pledge of Allegiance/Invocation-** pledge given by the cub scouts
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call**
4. **Conflict of Interest Statement**
5. **Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
6. **Presentation**
  - a. **Presentation** by Office Donte Miller concerning safety
7. **Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
8. **Review/Action Items**
  - a. **Consideration/Discussion/Approval** of having an additional Council member over roads and drainage
  - b. **Consideration/Discussion/Approval** of appointing a Council member to be the ordinance enforcement officer
  - c. **Consideration/Discussion/Approval** of revised employee handbook
  - d. **Consideration/Discussion/Approval** of job duties and pay rate of employee for the public maintenance department
9. **Reports**
  - a. **Mayor Mitchell**
  - b. **Councilman Merendino**
  - c. **Councilman Watson**
  - d. **Councilman Emmons**
  - e. **Councilman Clayton**
  - f. **Councilman Wright**
  - g. **Councilman Thibodeaux**
10. **Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate

upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

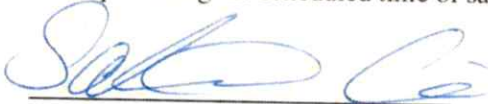


Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 17 JUNE 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**JUNE 20, 2024**  
**MEETING MINUTES**

Notice of a Regular Meeting  
**CITY OF BEVIL OAKS, TEXAS**

June 20, 2024

1. **Call to Order @ 6:35**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call-** all but Councilman Clayton present
4. **Conflict of Interest Statement-** None
5. **Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
  - **Reggie Spencer-** States that he is concerned about the traffic that is speeding down Moss Hill. States that the sheriff does patrol occasionally. States that his wife stated that she was told that the permit that they need for their house is only good for 6-months.
  - **Councilman Thibodeaux-** asks if the traffic is coming from Riverbend or both ways
  - **Reggie-** Both ways
  - **Councilman Watson-** Is it a specific time of day
  - **Reggie-** all day
  - **Councilman Merendino-** States that before when the sheriff office was contacted, they asked that the license plate be taken and the sheriff's office will speak to the person speeding. States that if he gets a permit and is not able to finish the home in 6-months to come to Council and ask for an extension.
  - **Mayor Mitchell-** It is showing progress that will help get the extension
  - **Councilman Thibodeaux-** States that pictures will help with proof of the progress made on his home
  - **Councilman Emmons-** States that speeding has been an issue for a long time out here.
  - **Reggie-** States that the streets are narrow is what worries him. His mailbox has already been taken out.
6. **Presentation**
  - a. **Presentation** by Office Donte Miller concerning safety- Was not present continued onto the other items on the agenda
7. **Review/Approve Consent Items- M/M/2/C- Councilman Merendino/Councilman Emmons- Approved- Unanimous**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
    - **Councilman Merendino-** States that in the past couple of meetings, there hasn't been discussion on these items. Why is that being that the verbiage is there stating that we can discuss it.
    - **Mayor-** States that being that the verbiage is there now, we can discuss it.
    - **Councilman Thibodeaux-** States that he believes that Dru explained that it takes two Council members to make a motion to discuss.
8. **Review/Action Items**

a. **Consideration/Discussion/Approval** of having an additional Council member over roads and drainage- *Tabled*

- **Councilman Thibodeaux-** States that there is a lot to do for roads and drainage. States that it is a lot for one person to handle especially if the person is working a full-time job.
- **Councilman Wright-** States that communication is key to getting things done. That has been part of the problem on getting things done because there hasn't been good communication
- **Councilman Emmons-** The appointment of duties is given by the Mayor. States that he knows that Councilman Merendino is wanting to be put on the roads and drainage. Councilman Merendino doesn't think that the rules and regulations apply to him. Doesn't agree that Councilman Merendino should be over roads and drainage
- **Councilman Wright-** States that Councilman Merendino has gotten some stuff done recently, though.
- **Councilman Merendino-** States that the guy over DD6 is a friend of his. States that in a recent event, he contacted the guy at DD6 and got the problem taken care of.
- **Mayor-** Suggests that this be tabled until after the November election.\
- **Councilman Emmons-** States that there doesn't need to be multiple people on roads and drainage trying to get things done. States that it is counterproductive.
- **Councilman Wright-** asks Councilman Emmons if he doesn't want to work with Councilman Merendino or if he just doesn't want anyone working with him.
- **Councilman Emmons-** States that he doesn't think that there needs to be anyone else on roads and drainage
- **Councilman Watson-** States that when he was retiring, Exxon Mobile didn't put anyone with him side by side to train and that seems to be the same thing that is happening here. Doug may know something that Bud doesn't know and it would be helpful for Doug to share some of those things with someone else. Asks Councilman Emmons why he doesn't want to share some of his experience with someone else.
- **Councilman Emmons-** States that right now there isn't much else that can be done right now outside of the work orders that he has turned in.
- **Councilman Watson-** @ Councilman Emmons- States that Councilman Emmons and Councilman Merendino have been on Council for a long time and he thinks that the reason that Councilman Emmons doesn't want Councilman Merendino to help because of personal reasons. States that he thinks if he wanted to work with Councilman Emmons that he may let him because there isn't any personal issues.
- **Mayor-** Suggests that Councilman Watson works with Councilman Emmons on the roads

- **Councilman Watson-** States that he is on his way out the door so he doesn't want to.
- **Councilman Merendino-** States that he thinks that there needs to be two people over the roads as well as the water because they are so significant to the City.
- **Councilman Emmons-** States that Councilman Merendino doesn't communicate the stuff that he is doing. It is up to the Mayor to choose who is over the roads.
- **Mayor-** Suggests tabling the item until she can have a discussion with Councilman Merendino and Councilman Emmons.
- **Councilman Merendino-** States that if he isn't able to help the City with roads and drainage, he will have to make a decision as to what he wants to do.

**Presentation** by Office Donte Miller concerning safety- Was not present continued onto the other items on the agenda.

- **Officer Miller-** States that Bevil Oaks made the news this week. There was a travel agent arrested. States that if there is an issue with speeding, call the sheriff's office and give them the license plate number and they will go speak to the person that is speeding and give them a warning. Also, if there are barricades up, please keep in mind that you cannot allow a person to go around the barricades if you are not a peace officer. Last time there was water over the road, there were people that were not peace officers, directing people around the barricades. States that anyone on the Council can call him any time they need him.

b. **Consideration/Discussion/Approval** of appointing a Council member to be the ordinance enforcement officer- M/M/2/C- **Councilman Thibodeaux/Councilman Wright- Approved. Councilman Merendino abstained from voting.**

- **Councilman Emmons-** States that in the past, there has been a code enforcement officer. They generally do not enforce City ordinances. States that he has done some research and what TML suggests is having an ordinance enforcement officer. It is only City ordinance enforcement. It will not be enforcing any state codes. States that this is something that the City needs. States that a lot of people that move out here think that there is road side trash pick up. We need someone to enforce the homeowners to follow the ordinances that regulate this type of thing. States that this position would be very beneficial for the community.
- **Councilman Wright-** asks what is required of an ordinance enforcement officer in respect of training.
- **Councilman Emmons-** Just understanding the ordinance that they are enforcing.
- **Councilman Wright-** asks what procedure do they need to follow and what power do they have?



- **Councilman Emmons-** states that is something that the Council needs to decide.
  - **Councilman Wright-** states that this is something that is needed.
  - **Councilman Thibodeaux-** non-citation enforcement is what we have been doing. States that he doesn't see a problem with everyone on Council enforcing this.
  - **Heather Steelman-** States that the person that does the violation, needs to make sure that the documentation for the violation, gets to the office. States that the person that does the violation and the person that clears it, need to be on the same page.
  - **Councilman Watson-** Asks if the CAB team would want to do it.
  - **Councilman Thibodeaux-** States that they might, but there needs to be someone in charge for the people putting out the violations to answer to.
  - **Councilman Merendino-** States that the City does not have a court as it states in some of the ordinances.
- c. **Consideration/Discussion/Approval** of revised employee handbook- **M/M/2/C-** Councilman Wright/Councilman Merendino- **Approved with the following revisions**
- **Revisions are as follows:**
  - Changing sick time to PTO
  - Changing the vacation time for an employee that has been employed with the City for a year, from one week to two weeks of vacation
  - **11 holidays**
  - **No Cameras in the offices**
- d. **Consideration/Discussion/Approval** of job duties and pay rate of employee for the public maintenance department- **M/M/2/C-** Councilman Clayton/Councilman Merendino- **Approved-** to put out post for hiring an employee
- **Councilman Thibodeaux-** discusses a way that work orders could be done for the employee.
  - **Councilman Wright-** How much would we pay the employee? Has the study been done to see how much the employee would cost the City?
  - **Councilman Emmons-** Do we want to look at hiring a contractor to do the work or have a City employee doing the work?
  - **Councilman Merendino-** States that some of his work would be an employee and some of the work would take a contractor to do the work.
  - **Councilman Emmons-** States that some of the work that needs to be done is ongoing and some of it will never get done. Some of the jobs will take equipment so is the City going to purchase the equipment or does the employee have to have the equipment.

## 9. Reports

- a. **Mayor Mitchell-** No Report
- b. **Councilman Merendino-**
  - States that he would like to meet with Cousin's to get the stuff mowed that was agreed upon. States that he needs to get mulch for the playground. States that

he would like to get some slag to put in the parking lot at the office and the Event Center.

- **Councilman Wright**- asks is there inspections required on the playground equipment.
- **Councilman Merendino**- It is not required that there be annual inspections.
- **Councilman Clayton**- suggests that there be a "play at your own risk" sign.
- **Councilman Merendino**- states that he will be getting a load of sand for the park for the kids to play in and it can also be used for sand bags shall they be needed.

c. **Councilman Watson**- No Report

d. **Councilman Wright**-

- States that the Utility Innovations bill for this month is the lowest that it has been since he started reporting on their behalf. States that there has been 41 people sign up for the Senior Citizen Discount.
- **Heather Steelman**- there have been 45 people sign up.

e. **Councilman Emmons**- No Report

f. **Councilman Clayton**- No Report

g. **Councilman Thibodeaux**-

- Goes over details for the 4<sup>th</sup> of July celebration and what he and the CAB team have decided to do. States that the budget for the entire event should be around \$3,800-\$4,000.

10. Adjourn Meeting @ 9:01 p.m.



\_\_\_\_\_  
Mayor, Cheri Mitchell

Attest:



\_\_\_\_\_  
City Secretary, Jeff Thibodeaux

Approved this 18 day of July, 2024.

**JULY 18, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

July 18, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on **Thursday, July 18, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation-** pledge given by the cub scouts
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
- 7. Review/Action Items**
  - a. **Consideration/Discussion/Approval** of obtaining survey of City-owned property adjacent to Sweetgum to assist potential development.
  - b. **Consideration/Discussion/Approval** of Event Center Rental agreement and price rate sheet for Event Center rental
  - c. **Consideration/Discussion/Approval** of amendment to Floodplain Ordinance # 256
  - d. **Consideration/Discussion/Approval** of 2021 Building Code Ordinance
  - e. **Consideration/Discussion/Approval** of issuing a request for proposal for administrative services (RFP) and requests for qualifications for engineering services (RFQ) for grant pre-application (Phase 1), application (Phase 2), and implementation services for Texas Community Development Grant Program for 2025/2026 Community Development Fund (and all eligible activities per the application guidance) as administered by the Texas Department of Agriculture.
- 8. Reports**
  - a. **Mayor Mitchell**
  - b. **Councilman Merendino**
  - c. **Councilman Watson**
  - d. **Councilman Emmons**
  - e. **Councilman Clayton**
  - f. **Councilman Wright**
  - g. **Councilman Thibodeaux**
- 9. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

*Sabrenna Crain*

Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 15 JULY 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.

*Sabrenna Crain*

Sabrenna Crain, Office Manager

**JULY 18, 2024**  
**MEETING MINUTES**

Notice of Regular Meeting Minutes  
**CITY OF BEVIL OAKS, TEXAS**

July 18, 2024

1. **Call to Order @ 6:32**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. **Roll Call- All present but Councilman Clayton**
4. **Conflict of Interest Statement- None**
5. **Citizen Comments (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit**
  - **Casey Carl-** States that he lives on Thousand Oaks and the road has not been fixed. Stated that other roads throughout Bevil Oaks have been done. Stated that he would like to see what can be done with the road.
6. **Review/Approve Consent Items- M/M/2/C- Councilman Emmons/Councilman Thibodeaux- Approved- Unanimous**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
7. **Review/Action Items**
  - a. **Consideration/Discussion/Approval of obtaining survey of City-owned property adjacent to Sweetgum to assist potential development. M/M/2/C- Councilman Merendino/Councilman Watson- Approved- Unanimous**
    - **Councilman Wright-** asks how much the survey will cost?
    - **Mayor Mitchell-** states that from what she has heard that it is 50-100 an acre. States that the past Council did not get a survey done
    - **Councilman Merendino-** Asks if there is a possibility to do a survey on the part of the property that the City is wanting to sale?
    - **Councilman Wright-** is the intention to sale the plots or the lots?
    - **Councilman Merendino-** To sell the lots.
    - **Councilman Wright-** States that it would be killing two birds with one stone if we did survey the lots that we wanted to sale.
    - **Dru Montgomery-** Suggests getting with a real estate agent to see what the best way would be to separate the lots and what would work best to sale the property.
    - **Councilman Merendino-** States that if there were several lots, there would be complications with getting utilities installed. Suggests selling a few acres that butt up to Sweetgum to get the money back that the City spent on the lot.
  - b. **Consideration/Discussion/Approval of Event Center Rental agreement and price rate sheet for Event Center rental- M/M/2/C- Councilman Merendino/Councilman Watson- Approved- Unanimous.**

- **Councilman Wright-** States that he thinks that the fees included are too high. Asks if the garbage disposal and deposit can be lumped together.
  - **Councilman Thibodeaux-** States that in the past when he rented it, he had a two separate deposits
  - **Councilman Thibodeaux-** States that they should have been added together as one
  - **Dru Montgomery-** states that it is two different deposits, so they can be combined
  - **Councilman Watson-** States that if the fee is high, then the person renting it will be more cautious being that they will be getting their deposit back if things aren't taken care of.
  - **Councilman Thibodeaux-** States that he agrees with Councilman Watson.
  - **Councilman Merendino-** Is there a \$25 set up and a \$25 tear down fee?
  - **Councilman Thibodeaux-** No
  - **Councilman Wright-** Is there a resident and non-resident rate?
  - **Councilman Thibodeaux-** No
  - **Councilman Merendino-** States that the current rate is good for the residents
  - **Councilman Thibodeaux-** States that there are several ways to charge the non-residential rate
  - **Councilman Merendino-** Would there be a higher deposit for residents and non-residents?
  - **Councilman Wright-** Suggests an hourly increase for non-residents
  - **Councilman Thibodeaux-** Asks if there should be a separate fee for renting the Larousse park with the Event Center?
  - **Councilman Merendino-** States that he thinks that it should come with it.
  - **Councilman Thibodeaux-** Should there be an all-day rental fee?
  - **Councilman Merendino-** Yes. Suggests a rate of \$500
  - **Councilman Thibodeaux-** Does that cover the table and chair fee?
  - **Councilman Merendino-** No as long as they pick them up.
  - **Charlie Cramer-** Suggests doing a inventory and damage assessment.
  - **Councilman Thibodeaux-** States that the deposit will be refunded as soon as the building is cleared.
  - **Councilman Merendino-** What if they want a water slide?
  - **Councilman Thibodeaux-** states that the City would have to be notified
  - **Dru Montgomery-** States that the City should indicate that the City is not in control of the premises while there is an event. States that he will add a disclosure about the rental of extra equipment i.e. water slides/bounce houses
- c. **Consideration/Discussion/Approval of amendment to Floodplain Ordinance # 256 M/M/2/C- Councilman Merendino/Councilman Emmons- *Approved- Unanimous***
- **Dru Montgomery-** States that the new ordinance is 98% the same as the previous ordinance. States that there were some unnecessary definitions included in the previous ordinance. States that we are also removing some confusion that we previously had with the two ordinances # 251 & 256



- **Councilman Wright-** The purpose is to comply with the FEMA? Are the differences highlighted?
  - **Dru Montgomery-** States that we are omitting definitions. Reads the definitions that were omitted.
  - **Councilman Merendino-** Asks if this changes the two foot rule?
  - **Dru-** No.
- d. **Consideration/Discussion/Approval of 2021 Building Code Ordinance M/M/2/C- Councilman Merendino/Councilman Emmons- *Approved- Councilman Merendino was opposed to approving.***
- **Councilman Merendino-** Asks if there are changes from the previous building code
  - **Councilman Thibodeaux-** Yes. Goes over changes.
  - **Councilman Wright-** Asks what it changes for the City?
  - **Mayor Mitchell-** states that we have to update the codes for the CRS and FEMA
  - **Councilman Thibodeaux-** States that it will also change the standards that the building will be inspected to.
  - **Councilman Merendino-** States that a lot of these permits listed on the permit fee schedule do not have to be inspected.
  - **Councilman Wright-** Asks how long the current permit fees have been in place
  - **Councilman Thibodeaux-** States that raising the fees will help keep the City afloat.
  - **Councilman Merendino-** States that he understands that the City needs to collect money for permits, however, it is not necessary to raise the fee
  - **Councilman Wright-** States that since the fees have not changed in 6 years and there have been inflation costs since the inflation has occurred. Asks what is the most common permit pulled?
  - **Sabrenna Crain-** States that electrical and plumbing are pulled more than any other permit.
  - **Councilman Watson-** States that raising the rates is the cost of doing business.
  - **Dru Montgomery-** States that a 5% rate increase is usually done per year and since it hasn't been done in 6 years, a 30% increase is not an extreme increase.
  - **Mayor Mitchell-** Suggests that any ordinance that has a rate schedule attached be visited when the budget meeting comes around.
- e. **Consideration/Discussion/Approval of issuing a request for proposal for administrative services (RFP) and requests for qualifications for engineering services (RFQ) for grant pre-application (Phase 1), application (Phase 2), and implementation services for Texas Community Development Grant Program for 2025/2026 Community Development Fund (and all eligible activities per the application guidance) as administered by the Texas Department of Agriculture. M/M/2/C- Councilman Emmons/Councilman Merendino- *Approved- Unanimous***

- **Councilman Watson-** asks if the grant writer gets paid if they don't obtain a grant?
- **Mayor Mitchell-** No
- **Councilman Emmons-** States that some of these grant writers are limited to which grants they look for i.e. FEMA, GLO, etc.

## 8. Reports

a. **Mayor Mitchell-** No report

b. **Councilman Merendino**

- States that when a hurricane is coming, the flags need to be taken down. States that Entergy did well with getting the power back on out here after the storm. States that the lawn maintenance has not done what they were supposed to do. States that he has spoken to several Councilman about the lawn care and everyone is unsatisfied. States that there were some things that he agreed to do that he did not do and now it will cost the City more money to get that stuff taken care of. States that we hired another lawn company today. Asks Dru if we have to give him a notice if he never signed a new contract
- **Dru-** States that they are still operating under 2018 contract. States that we still have to give them notice, but we can terminate for any reason. States that being that the contract under \$50,000, under the government code, a new contract can be signed without going out for bid. States that in the past, contracts have come to Council for approval, but it doesn't have to if it isn't over \$50,000. States that in the short term, there can be a verbal agreement.

c. **Councilman Watson-**

- **States that there are a couple of streetlights out.** States that the guy that is going to be mowing now is doing it for \$2,200/month. Cousins mowed it for \$2,120/month. The new guy will do it 12 months out of the year vs. 9 months like Cousin's.

d. **Councilman Emmons-** No report

e. **Councilman Clayton-** not present

f. **Councilman Wright-** no report

g. **Councilman Thibodeaux-**

- Thanks everyone for the support of the 4<sup>th</sup> of July event. States that the forecasted budget was \$4,800, but it cost around \$5,100. That is without the tickets that were purchased for the dollar days... States that he is researching what it would take to have restrooms installed at the City park. States that the City made money off the tickets that were sold at the event. States that the lighting that was purchased for the pavilion is permanent. States that was money spent durable goods for the event. Part of the expense was for the snow cone syrup, hot dog buns (both are frozen so they can still be used). States that the next event coming up is the car show in September. States that he should have a better idea of the budget by the next Council meeting. There should be a big portion of that budget coming back to the City. There will be entry fees. The entry fees will be going towards the things that have to be purchased. States that his goal is to have the events be a positive impact on the City. Asks

the Council to help promote the events. Ask the Council to volunteer to help with the event. Goes over details for the car show.

**9. Adjourn Meeting @ 8:03 B.M./J.T.**



\_\_\_\_\_  
Mayor Cheri Mitchell

Attest:   
\_\_\_\_\_  
City Secretary, Jeff Thibodeaux

Approved on this 20 day of February, 2025.

**AUGUST 15, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

August 15, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on **Thursday, August 15, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

1. **Call to Order**
2. **Pledge of Allegiance/Invocation**- pledge given by the cub scouts
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call**
4. **Conflict of Interest Statement**
5. **Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
6. **Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
7. **Presentation**
  - a. **Tyler Payne with Payne Empowerment**- explanation on the CDBG grants that are available.
8. **Review/Action Items**
  - a. **Consideration/Discussion/Approval** of resolution to apply for the CDBG-MIT-RCP grant.
  - b. **Consideration/Discussion/Approval** of resolution to apply for the CDBG-TDA grant.
  - c. **Consideration/Discussion/Approval** passage of Ordinance # 269, to address, among other related issues, the presence of high weeds on properties including ditches as well as an improved process for charging property owners for the City's maintenance of high weeds.
  - d. **Consideration/Discussion/Approval** of ordering the General Election for November 05, 2024, including approval of early voting locations provided by Jefferson County, Texas as its Election Officer.
  - e. **Consideration/Discussion/Approval** of approving Joint Election Agreement and Election Services Contract between Jefferson County, Texas and the City of Bevil Oaks, Texas.
  - f. **Consideration/Discussion/Approval** of putting signage **7525 Sweetgum** to highlight address for citizens and emergency responders, including signage identifying the property as Bevil Oaks' City Hall.

**9. Reports**

- a. **Mayor Mitchell**
- b. **Councilman Merendino**
- c. **Councilman Watson**
- d. **Councilman Emmons**
- e. **Councilman Clayton**
- f. **Councilman Wright**
- g. **Councilman Thibodeaux**

**10. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

  
\_\_\_\_\_  
Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 12 August 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.

  
\_\_\_\_\_  
Sabrenna Crain, Office Manager

**AUGUST 15, 2024**  
**MEETING MINUTES**

**Notice of a Regular Meeting Minutes**  
**CITY OF BEVIL OAKS, TEXAS**

August 15, 2024

1. **Call to Order @ 6:30**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. **Roll Call- All but Councilman Clayton Present**
4. **Conflict of Interest Statement- None**
5. **Citizen Comments (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit**
  - **Casey Carl-** Introduces himself. States that he has signs leaning over in his ditch. Would like to see them picked back up.
  - **Councilman Merendino-** Suggests that he call the office.
6. **Review/Approve Consent Items- M/M/2/C-Councilman Merendino/Councilman Emmons- Approved**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
7. **Presentation**
  - a. **Tyler Payne with Payne Empowerment-** explanation on the CDBG grants that are available.
    - **Tyler Payne-** Introduces himself. Goes over his history and how he ended up helping with grants. States that he worked with the GLO during Hurricane Ike. States that after Hurricane Harvey hit, he wanted to make it easy for people that needed help with information, to get it. States at the beginning of 2024, he started a company that would help communities find out helpful information to apply for grants. States that he would recommend that the City go for a comprehensive grant through the RCP grant. This will help find out what the City actually needs. States that at the end of the meeting, he will give the City a link to get access to grant information. States that the grant through the TDA grant, there are a lot of different things that can be done with this grant. States that the community application is due in December 2024.
    - **Councilman Wright-** Asks if the RCP grant needs to be done before the TDA grant?
    - **Tyler Payne-** states that both need to be applied for.
    - **Councilman Watson-** asks if the grant doesn't come through, would we owe him anything?
    - **Tyler Payne-** no. States that a door-to-door survey will need to be done to qualify.
    - **Councilman Watson-** how do we adjust for the people that don't want to do the survey.



- **Tyler-** states that we need 80% response.
- **Councilman Wright-** how much data would we need by December? Doesn't think that we will have enough time to get the information together by then.
- **Tyler Payne-** States that he would suggest grants that the City would most qualify for. States that the basic cost assessment for the RCP grant.
- **Councilman Wright-** asks if the grant would cover other things besides water and sewer.
- **Tyler Payne-** states that we have to look at the water and sewer, but we could look at parks as well if we wanted to.
- **Councilman Watson-** Asks if we have until 2027 to do the grant?
- **Tyler Payne-** states that we have 2 years to get the grant completed.
- **Councilman Wright-** Asks if the issue we want to solve the infiltration issue that we have with the water and sewer issue?
- **Tyler Payne-** procurement for grant administrator and engineer would need to be done.
- **Councilman Watson-** asks if he (Tyler) would be working with the engineer
- **Tyler Payne-** Yes. States that he has been working with Jared with LJA.
- **Councilman Merendino-** States that he is confused on the amount of money. Asks who is going to pay for the survey and the planning?
- **Tyler Payne-** states that the grant will fund that part of it. Once the grant gets awarded, then we would get paid.
- **Councilman Merendino-** if the grant doesn't get funded, who would pay for the time spent on the survey and other things.
- **Tyler Payne-** states that if the grant doesn't get funded then he wouldn't invoice the City. States that he would do the survey, but he would expect some support such as posting on Facebook, etc.
- **Councilman Wright-** asks what the line is for LMI.
- **Tyler Payne-** states that 51 % of the community needs to make less that \$60,000 per household.
- **Councilman Wright-** asks how long he thinks it would take to do the survey
- **Tyler Payne-** States it would take a day, maybe two.
- **Councilman Thibodeaux-** asks if there is a fee for the software that he mentioned.
- **Tyler Payne-** states that there isn't a fee.
- **Councilman Thibodeaux-** asks if the City will be able to access the software any time they want.
- **Tyler Payne-** Yes. States that he doesn't want to make money off the software.
- **Councilman Merendino-** asks if the City will need to spend money on the grant.
- **Tyler Payne-** The RCP grant has no match, but the TDA grant is a \$15,000 match.
- **Councilman Wright-** asks if he is the only one that does this?

- Tyler Payne- No. states that his company is only 2 years old so there are other companies that have more experience, but they don't have the same outlook and understanding of the grants like he does.
- Councilman Wright- asks if he has worked with LJA before.
- Tyler Payne- yes.... States that he has worked with several other grant writers
- Mayor Mitchell- states that his phone is usually on.
- Sabrenna Crain- states that she has called him like 20 times this week.
- Tyler Payne- states that is why he doesn't want to be a big company. So that he can be readily available. States that this area has a great potential for growth.
- Councilman Wright- asks how much he would ask himself to participate in the grant?
- Tyler Payne- states that he would make it as easy as possible. States there won't be much help needed for the TDA grant, however, there will be more help needed on the RCP grant. States that he would like to hear from the community to see what the needs are.

#### 8. Review/Action Items

- a. Consideration/Discussion/Approval of resolution to apply for the CDBG-MIT-RCP grant. *M/M/2/C- Councilman Thibodeaux/Councilman Merendino- Approved*
- b. Consideration/Discussion/Approval of resolution to apply for the CDBG-TDA grant. *M/M/2/C- Councilman Thibodeaux/Councilman Merendino- Approved*
- c. Consideration/Discussion/Approval passage of Ordinance # 269, to address, among other related issues, the presence of high weeds on properties including ditches as well as an improved process for charging property owners for the City's maintenance of high weeds. *M/M/2/C- Councilman Thibodeaux/Councilman Emmons- Approved- Councilman Merendino abstained from voting*
  - Councilman Thibodeaux- Asks what this ordinance gives us
  - Mayor Mitchell- the ability to go on property to clean it up.
  - Councilman Wright- asks if this is a new ordinance?
  - Mayor Mitchell- states that it was brought to Council a couple of months prior.
  - Councilman Watson- Asks if the property will continue to be maintained by the City?
  - Mayor Mitchell- states that there is a checklist that we have to go by. States that if they don't respond to the first letter, we mow, then send them another letter. A secondary lien will be filed on their homes for the charge of mowing.
  - Councilman Thibodeaux- states that this gives the city some teeth to beautify the community.
  - Councilman Merendino- asks who is going to do the work?
  - Mayor Mitchell- states that is the point in having a public maintenance department.
  - Councilman Merendino- who defines what meets the criteria in this ordinance.

- **Heather Steelman**- states that there is a binder at the office that clarifies the criteria of items.
  - **Mayor Mitchell**- states that if it gets to the situation that if someone doesn't comply, there is an option for a hearing.
  - **Councilman Merendino**- asks where the hearing will be held?
  - **Mayor Mitchell**- Bevil Oaks. The goal of this ordinance is to go after the abandoned homes.
  - **Mr. Mannette**- States that he notices that there is a property that has a sign, and the neighbor does not. States that the lot beside the property belongs to the property as well.
  - **Heather Steelman**- states that the stakes that were placed on the property, were based on the information that is on JCAD.
  - **Councilman Merendino**- states that the flags should have been done after a registered letter. States that from now on there will be a letter sent first.
  - **Heather Steelman**- states that it is a learning process for the office as well.
  - **Councilman Merendino**- States that there have been several ordinances made in the 7 years that he has been on Council.
- d. Consideration/Discussion/Approval of ordering the General Election for November 05, 2024, including approval of early voting locations provided by Jefferson County, Texas as its Election Officer. M/M/2/C- Councilman Thibodeaux/Councilman Emmons- Approved**
- e. Consideration/Discussion/Approval of approving Joint Election Agreement and Election Services Contract between Jefferson County, Texas and the City of Bevil Oaks, Texas. M/M/2/C- Councilman Emmons/Councilman Merendino- Approved**
- f. Consideration/Discussion/Approval of putting signage 7525 Sweetgum to highlight address for citizens and emergency responders, including signage identifying the property as Bevil Oaks' City Hall. M/M/2/C- Councilman Watson/Councilman Merendino- Approved**
- **Councilman Wright**- asks which building they are talking about?
  - **Councilman Merendino**- City Hall. Asks someone to help him to make it happen.

**9. Reports**

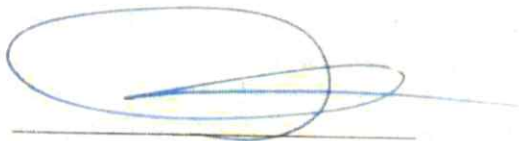
- a. Mayor Mitchell**
- **Mayor**- states that she appreciates all the work the Council has done. States that the girls in the office and herself have been working on the CRS stuff. States that Council needs to be thankful for the ladies in the office because without them, the City would be in a bind.
- b. Councilman Merendino**
- **Councilman Merendino**- states that the City has a new mowing contractor because there was some problem with the previous mowing contractor. States that the City is looking better than it did with the previous contractor. States that he looked at Thousand Oaks and there isn't enough material to fix Thousand Oaks.
- c. Councilman Watson**

- **Councilman Watson-** States that the streetlights that he previously reported, are still out. States that it isn't a reflection on the office staff, but he wanted to report it again.
  - **Councilman Merendino-** asks Councilman Emmons if there was a budget for the streetlights?
  - **Councilman Watson-** there is also one out on Leaning Oaks.
  - **Councilman Emmons-** States that Entergy gave us a budget to spend on streetlights.
  - **Councilman Merendino-** States that there was a budget that the City set.
  - **Councilman Watson-** States that he suggested putting the call out for the stuff that is piled up on the side of the road. Suggests that the City has one week out of the month that the bulk items are put out on the road instead of it being every week.
  - **Councilman Wright-** states that the garbage truck that identified the bulk items and a different truck picked it up.
- d. **Councilman Emmons-** No report
- e. **Councilman Clayton-** Not present
- f. **Councilman Wright-**
- **Councilman Wright-** States that there have been a few leaks. States that TCEQ is requiring some testing on pipes, but it is more administrated work.
- g. **Councilman Thibodeaux**
- **Councilman Thibodeaux-** States that for 4<sup>th</sup> of July, the budget was \$4,800. The total spent was \$4,700. States that there were non-perishable items that were done during the 4<sup>th</sup> of July event that are not in the budget. The water line, the lighting in the pavilion, etc. States that there was a lot of positive feedback on the event. States that the money that was received from the dollar days sale, will be put toward bathrooms at the park. States that he is proud of the volunteers that participated in the event. States that the tickets sold could make the residents feel as if they helped fund getting the restrooms built. States that there are port a potty's still at the port a potty and basketball court. States that he spoke with a few people about the port a potty and what their experience was with it being there. States that had good feedback on them being available. States that republic donated the trash cans for the 4<sup>th</sup> of July and they will be available for the car show.
  - **Councilman Merendino-** asks if the restrooms are being cleaned because he went in one and it wasn't clean.
  - **Councilman Thibodeaux-** Yes, they are serviced weekly. Asks if there was a phone call made to have them serviced when he realized that they weren't clean.
  - **Councilman Merendino-** No, it was today. States that the girls in the office hasn't seen anyone service them.
  - **Councilman Thibodeaux-** Goes over the details for the car show. States that there will be a movie night, the night before the car show as well. States that

most of the things for the car show are being sponsored. States that there will be t-shirts made and sold at the event. The money for the t-shirts will be given back to the City.

- **Councilman Merendino-** asks how the people will pay for the t-shirts since the City doesn't take cash?
- **Councilman Thibodeaux-** states that the City has a square account that is linked to the City bank account.
- **Mayor Mitchell-** suggests that Councilman Thibodeaux check into the legalities on raffling off items because the City isn't allowed to do that.
- **Councilman Thibodeaux-** states that he will check into it. Asks the citizens to spread the word about the event.
- **Councilman Merendino-** states that he will get the mowers to mow before the event
- **Councilman Thibodeaux-** asks Councilman Merendino about the flashing lights around the stop signs?
- **Councilman Merendino-** states that the residents that live on the corners may not like the lights on the stop signs blinking all night
- **Councilman Thibodeaux-** asks if he would be interested in getting those put up?
- **Councilman Merendino-** suggests asking the residents.

10. Adjourn Meeting @ 8:01 pm



Mayor Cheri Mitchell

Attest:



City Secretary, Jeff Thibodeaux

Approved this 19 day of September, 2024.

**SEPTEMBER 10, 2024**

**AGENDA**

Notice of a Budget Meeting  
CITY OF BEVIL OAKS, TEXAS

September 10, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **Budget Meeting** on **Tuesday, September 10, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd. Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Discussion**
  - a. Discussion shall be limited to evaluation of current budget and of items pertinent to establishing the budget for the City of Bevil Oaks Public Works for fiscal year 2024-2025. The City will receive input from private persons and entities including but not limited to its engineering firm, legal counsel, accountant, personnel with specific information related to the proposed budget.
- 6. Adjourn Meeting**



Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A BUDGET MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 07 September 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**SEPTEMBER 10, 2024**  
**PUBLIC WORKS BUDGET**  
**MEETING MINUTES**



**Public Works Budget Meeting Minutes**  
**CITY OF BEVIL OAKS, TEXAS**

September 10, 2024

1. **Call to Order @ 6:30**
2. **Pledge of Allegiance/Invocation**
  - a. **The United States Flag**
  - b. **The Texas state flag: "Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."**
3. **Roll Call- All Present**
4. **Conflict of Interest Statement- None**
5. **Discussion**
  - a. **Discussion shall be limited to evaluation of current budget and of items pertinent to establishing the budget for the City of Bevil Oaks Public Works for fiscal year 2024-2025. The City will receive input from private persons and entities including but not limited to its engineering firm, legal counsel, accountant, personnel with specific information related to the proposed budget.**
    - **Councilman Wright- Hands out the plan that was put together from the Town Hall meeting in February 2024. States that some of the stuff that is in the budget has to be done and some of it is a "wish list".**
    - **Charlotte Yeates- States that she met with the Mayor and Sabrenna about some of the changes that needed to be made to the budget. States that the disconnect/reconnect fees are an in and out source. Continues to go over budget...**
    - **Councilman Wright- States that the Council still needs to select an investment officer to keep track of some of these expenses.**
    - **Charlotte- States that there are some limitations on what the City can invest in due to the investment policy that is in place. Continues to go over budget...**
    - **Councilman Merendino- we receive \$260,000 and pay Beaumont \$180,000, so the City makes \$80,000?**
    - **Charlotte- Yes.**
    - **Charlotte- States that the audit fee should go down next year due to not needing a single audit. Continues to go over budget...**
    - **Charlotte- explains that depreciation is a forced savings. Including it as a budgeted expense, will cover funds in the case of a disaster, future infrastructure, maintenance, etc.**
    - **Councilman Wright- It will also cover operating expenses.**
    - **Charlotte- Continues to go over budget...**
    - **Councilman Merendino- States that Public Works pays 40% of the mowing contract and the City pays 60% of the mowing contract.**
    - **Councilman Wright- States that he agrees with that.**
    - **Charlotte- continues to go over budget..**

- **Councilman Merendino**- States that the projected insurance amount may go up because we are looking into windstorm insurance for some of the other buildings.
- **Charlotte**- Increased general liability insurance amount in anticipation for windstorm.
- **Charlotte**- Continues to go over budget...
- **Sabrenna Crain**- Explains what the charges are for 811.
- **Charlotte**- continues to go over budget
- **Councilman Emmons**- asks if Utility Innovations is running the generators on a routine basis.
- **Sabrenna Crain**- Yes
- **Councilman Wright**- States that there is a mandatory test from the EPA that the City has to do at every service connection.
- **Councilman Merendino**- asks why we have to look at the connection on the City side. States that everything on the City side was replaced when we changed over to Badger Meter.
- **Sabrenna Crain**- States that we do know for sure what type of connection is on the City side. EPA is making is mandatory.
- **Charlotte**- Continues to go over budget...
- **Charlotte**- States that if the connections went up, then there would be a possibility of lowering the user fee. However, the connections have been stable for a couple of years. Currently there is no way for the user fee to be lowered with the connections that we have.
- **Councilman Wright**- States that the City lost \$6,000-\$10,000 due to meters that weren't working properly so we couldn't bill those people more than the base bill. We have gotten most of those fixed. States that the City has done as much as they can to lower the water bill to this point. States that the City has done some recent testing with a sample from the water plant and the aeration system to lower the TTHM's within the system. States that lowered the TTHM's by 80%. States that he isn't sure on the exact cost on what it would cost to get that system installed.

6. Adjourn Meeting @ 7:45 pm Councilman Merendino/Councilman Emmons

  
 \_\_\_\_\_  
 Mayor Cheri Mitchell

Attest:   
 \_\_\_\_\_  
 City Secretary, Jeff Thibodeaux

Passed on this 19 day of September, 2024.

**SEPTEMBER 12, 2024**

**AGENDA**

**Notice of a Budget Meeting**  
**CITY OF BEVIL OAKS, TEXAS**

September 12, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **Budget Meeting** on **Thursday, September 12, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd. Beaumont, TX 77713**

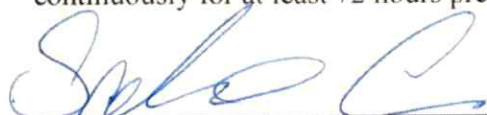
- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Discussion**
  - a. Discussion shall be limited to evaluation of current budget and of items pertinent to establishing the budget for the City of Bevil Oaks for fiscal year 2023-2024. The City will receive input from private persons and entities including but not limited to its engineering firm, legal counsel, accountant, personnel with specific information related to the proposed budget.
- 6. Review/Approve Action Items**
  - a. **Consideration/Discussion/Approval** of options for tax rate per truth-in-taxation requirements. Approve proposed tax rate for consideration and comment by public at hearing prior to approval of tax rate by City Council.
- 7. Adjourn Meeting**

  
Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A BUDGET MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 09 September 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.

  
Sabrenna Crain, Office Manager

**SEPTEMBER 12, 2024**  
**CITY GENERAL OPERATING BUDGET**  
**MEETING MINUTES**


# Notice of a Budget Meeting Minutes CITY OF BEVIL OAKS, TEXAS

September 12, 2024

1. Call to Order @ 6:29 pm
2. Pledge of Allegiance/Invocation
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. Roll Call- all but Councilman Clayton present. Councilman Clayton arrived at 6:33 pm
4. Conflict of Interest Statement - None
5. Discussion
  - a. Discussion shall be limited to evaluation of current budget and of items pertinent to establishing the budget for the City of Bevil Oaks for fiscal year 2023-2024. The City will receive input from private persons and entities including but not limited to its engineering firm, legal counsel, accountant, personnel with specific information related to the proposed budget.
    - Skipped to tax rate
6. Review/Approve Action Items
  - a. Consideration/Discussion/Approval of options for tax rate per truth-in-taxation requirements. Approve proposed tax rate for consideration and comment by public at hearing prior to approval of tax rate by City Council.
    - Charlotte- States that the tax rate needs to be placed on the budget, so that is why we are doing the tax rate before the budget. States that the no new revenue rate is what has always been chosen in the past. States that the taxes is revenue for the City operating. States that the tax rate comes from the prior 3-years of rates and calculate what the unused revenue is. States that the City has 3 options to choose from for the tax rate. .125141/\$100 with an income of \$115,373, .153260/\$100 with an income of \$141,297, and .130980 with an income of \$120,756.
    - Councilman Thibodeaux- How many years has it been the no-new revenue?
    - Charlotte- The City has always went with the no new revenue since she has been with the City and the difference in the no new revenue rate and the voter approval rate were not that much different.
    - Councilman Wright- to keep the revenue the same, we would choose the no new revenue rate?
    - Charlotte- Yes.
    - Councilman Wright- Asks if it can be kept at the same rate that we currently have?
    - Charlotte- Yes
    - Councilman Wright- States that we have new houses, so the amount of income could increase.
7. Discussion
  - a. Discussion shall be limited to evaluation of current budget and of items pertinent to establishing the budget for the City of Bevil Oaks for fiscal year 2023-2024. The City will receive input from private persons and entities including but not limited to its engineering firm, legal counsel, accountant, personnel with specific information related to the proposed budget.
    - Charlotte- Starts going over budget.
    - Councilman Merendino- States that the franchise money hasn't been transferred into the road account, right?
    - Charlotte- States that the transfers will be made before year end. Continues to go over budget. Asks if Council wanted to raise the income for the Civic Center rental?
    - Councilman Merendino- Does the City make income off the rental?

- **Sabrenna Crain-** Yes. We paid Charlie (Public Maintenance Employee) to clean, tear down, and set up fee. The City makes about \$400 off of a \$500 rental.
- **Charlotte-** continues to go over budget. States that the attorney fees are in two different spots because one is general fees and the other is for ordinance enforcement. **Continues to go over budget.**
- **Charlotte-** asks if there is going to be an election this year?
- **Sabrenna Crain-** Yes.
- **Charlotte –** asks how much it is for the election? It was \$9,200 two years ago, so suggests bumping it up to \$10,000.
- **Councilman Clayton-** asks if it is worth the \$10,000.
- **Sabrenna-** States that there isn't any other way to do an election.
- **Charlotte-** Continues to go over budget.
- **Councilman Merendino-** Suggests increasing the budget for the street lights in lieu of inflation costs being that the budget of \$3,000 has been in place for a few years. States that if a street light is installed on an existing power line, it isn't as expensive.
- **Councilman Watson-** States that the areas that need to have new lights, will have to be new set ups.
- **Charlotte-** States that there is \$25,000 budgeted for ordinance violation notices
- **Mayor Mitchell-** States that the \$25,000 includes sending notices out to the homeowners and cleaning up the properties.
- **Charlotte-** States that the budget shows that it is in the negative due to the roof repairs that need to be made at the Civic Center. States that the general fund side isn't revenue generating.
- **Mayor Mitchell-** asks if any Council would like to make any reports.

8. Adjourn Meeting @ 7:28 Councilman Merendino/Councilman Clayton

  
 Mayor Cheri Mitchell

Attest:   
 City Secretary, Jeff Thibodeaux

Passed on this 19 day of September, 2024.

**SEPTEMBER 19, 2024**

**AGENDA**



Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

September 19, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a REGULAR COUNCIL MEETING on Thursday, September 19, 2024, at 6:30 P.M. to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Presentation**
  - a. **Milton Bertollo/Charles E. Reed & Associates- 2023 Audit**
- 7. Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
  - e. **Previously presented 2023 Audit**
- 8. Review/Action Items**
  - a. **Consideration/Discussion/Approval** of 2024-2025 General Operating Budget
  - b. **Consideration/Discussion/Approval** of 2024-2025 Public Works Budget
  - c. **Consideration/Discussion/Approval** of Grant Administrator for the RCP grant based off the recommendation of the review committee
  - d. **Consideration/Discussion/Approval** of Grant Administrator for the TxCDBG- TDA grant based off the recommendation of the review committee
  - e. **Consideration/Discussion/Approval** of Engineer for the TxCDBG-TDA grant based off the recommendation of the review committee.
  - f. **Consideration/Discussion/Approval** of rescinding resolution for City spending policy
  - g. **Consideration/Discussion/Approval** of 2024 tax rate after consideration of comments, if any. Received at previous hearing on proposed tax rate.
- 9. Discussion**
  - a. **Discussion** of repair on the roof @ the Event Center.
  - b. **Discussion** of Community Development spending recap.
  - c. **Discussion** of designating a Councilman over the roads and drainage.
- 10. Adjourn Meeting**

Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.



Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 16 September 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**SEPTEMBER 19, 2024**  
**MEETING MINUTES**

Tax Rate Hearing - 9/19/2024

Comments

- **Mayor Mitchell**- States that City has always chosen the no-new tax rate
- **Councilman Merendino**- States if the value of the house goes up, that makes the tax rate go down.
- **Mayor Mitchell**- States that we can go up or stay the same
- **Councilman Merendino**- States that the City can do the max amount without the citizens voting on it. States that the people he has talked to, don't want their taxes going up
- **Stephanie Cramer**- States that if the City decides to increase the rates this year, it is a one-time deal.
- **Mayor Mitchell**- States that if the City decides to increase, it will increase everyone's tax rate by \$150/year
- **Councilman Wright**- Suggests keeping the tax rate the same. States that if the City chooses to go with the 0.130980 rate, then other things will have to come out of the budget to even everything out.
- **Resident**- Asks why the tax rate is being brought up
- **Mayor Mitchell**- States that the state mandates that it is an annual thing that must be done.
- **Dru Montgomery**- States that the no-new revenue would handcuff the City
- **Councilman Merendino**- States that as the vacant homes get occupied, it will bring the City more revenue
- **Councilman Clayton**- Asks Councilman Merendino to explain how not going with the no new revenue, what type of revenue it has brought the City in the past?
- **Councilman Merendino**- States that 30 years ago, the City didn't collect taxes, it ran off of the franchise fee
- **Stephanie Cramer**- States that due to the inflation that the Country is experiencing, it doesn't compare to how it was even 5 years ago
- **Councilman Clayton**- States that the normal generator for a City around the world is generated by taxes
- **Cathy Crane**- asks how long the City has been in a deficit
- **Charley Cramer**- States that taxes, water and community development is the revenue for the City. States that it would be good if there is a way to bring a tax break to the citizens that have been here for 30 + years
- **Stephanie Cramer**- Asks how we don't know how many vacant houses the City has
- **Heather Steelman**- States that there has been movement on some of the vacant homes since the City has started issuing violations.
- **Mayor**- States that she has been working on LOMA's for some of the vacant homes to bring them into zone X.
- **Sabrenna Crain**- explains that it will only move the structure into X, not the property
- **Councilman Merendino**- Makes a motion to choose the no-new revenue tax rate of 0.125141
- **Councilman Watson seconded**
- **Roger Mannette**- States that we can't count on the vacant homes being repaired
- **Councilman Clayton**- asks what the fear is of raising the tax rate

- Mr. Godfrey- that money isn't spent properly
- Councilman Clayton- Asks the residents to give the new Council a chance to make sure that the funds are used correctly
- Mr. Godfrey- asks if the rate is raised, how will that affect the residents. Will they be able to afford the increase?
- Councilman Emmons- States that like the budget, the tax rate is just a guesstimate and not on actual.
  - Consideration/Discussion/Approval of tax rate- M/M/2/C- Councilman Merendino/Councilman Watson- New tax rate of 0.130980

**Notice of a Regular Meeting Minutes  
CITY OF BEVIL OAKS, TEXAS**

September 19, 2024

1. Call to Order 6:30
2. Pledge of Allegiance/Invocation
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. Roll Call- All Present
4. Conflict of Interest Statement- None
5. Citizen Comments (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
  - Taz- States that he would like to clear the air for the car show. States that he did the car show for the community, not to put money in his pocket. States that any money that was made during the car show, was to be donated to the City. States that he is -\$1,200. States that he would be willing to talk to anyone that has any questions about the car show. States that he hopes in the years to come that he will be able to donate money to the City
  - Mrs. Scroggins- States that there has been a lot of things that have been done throughout the City within the past few months. States that the car show and the movie the night before was the best event that has been done within the past few months. States that they quit counting attendance at 80 people for the movie. Thanks, Councilman Clayton, for the screen for the movie. States that the movie was a \$0 cost. States that they received nothing but good reports from the car show.
6. Presentation
  - a. Milton Bertolio/Charles E. Reed & Associates- 2023 Audit
    - States that the audited financial statements were applicable. States that the City has recovered nicely from the devastation that it has experience since he started working for the City when Hurricane Rita hit.
    - Mayor Mitchell- asks if the lease payment listed in the budget is the printer?
    - Milton Bertolio- Yes
    - Councilman Wright- What is a budget amendment

- Milton Bertollo- States that if there is money that needs to be spent unexpectedly, a budget amendment would need to be requested. If the item is listed in the budget, it doesn't have to be brought back to the Council for a vote

**7. Review/Approve Consent Items-M/M/2/C- Councilman Emmons/Councilman Merendino-Approved- Unanimous**

- Financial Reports City of Bevil Oaks**
- Financial Report Public Works**
- Utility Innovations Report**
- Previous Meeting Minutes**
- Previously presented 2023 Audit**

**8. Review/Action Items**

- Consideration/Discussion/Approval of 2024-2025 General Operating Budget M/M/2/C- Councilman Wright/Councilman Emmons- Approved with revisions- Unanimous**
  - Councilman Wright- States that there are 2 ways to correct the deficit. We can cut costs or increase the revenue. Suggests cuts that could be made to the budget.
  - Councilman Emmons- States that there are contractors that are working in the City, but they are not pulling permits. This is costing the City revenue.
  - Councilman Merendino- States that he has a bid from the lawn maintenance contractor for landscaping at the entrance of Sweetgum of \$500, landscaping at the office for \$1,000, \$1,500 for the landscaping at the Civic Center.
  - Mayor Mitchell- States that if Councilman Thibodeaux needs a larger budget for an event, he can come to Council with his budget for the event and ask for approval.
  - Councilman Thibodeaux- States that the event budget has been set in place for a long time. The \$20,000 budget that is in place, was suggested by Councilman Merendino a few years ago. States that he did buy an abundance of shirts. Goes over plan to recoup the City's funds for the shirts that didn't sale.
  - Councilman Watson- Suggests that he brings the events to the Council for approval and so that Council can critic the events with him.
  - Councilman Thibodeaux- States that he doesn't mind doing that. States that he appreciates the idea.
  - Councilman Wright- States that he thinks that the car show was great for the City
  - Mr. Godfrey- States that he agrees that the car show was a big hit. States that he thinks that the car show will continue to grow over the years.
  - Discussion over budget
- Consideration/Discussion/Approval of 2024-2025 Public Works Budget- moved to discuss later in the meeting since there were**
- Consideration/Discussion/Approval of Grant Administrator for the RCP grant based off the recommendation of the review committee M/M/2/C- Councilman**

*Merendino/Councilman Emmons- Approved- Payne Empowerment for City's grant administrator for the RCP grant*

- Heather Steelman- States that the committee went over all the proposals
- d. *Consideration/Discussion/Approval of Grant Administrator for the TxCDBG- TDA grant based off the recommendation of the review committee- Payne empowerment grant admin. M/M/2/C- Councilman Merendino/Councilman Emmons-Approved- All but Councilman Wright voted yes.*
- e. *Consideration/Discussion/Approval of Engineer for the TxCDBG-TDA grant based off the recommendation of the review committee. M/M/2/C- Councilman Merendino/Councilman Emmons- Approved- Unanimous*
- f. *Consideration/Discussion/Approval of rescinding resolution for City spending policy Council- M/M/2/C- Councilman Merendino/Councilman Thibodeaux- Approved with revisions of taking out # 5 on the resolution- Unanimous*
  - Mayor Mitchell- States that the resolution is rescinding the spending for spending limits for the Council. This does not include budgeted items.
  - Councilman Merendino- Suggest taking out number 5 because it contradicts the other item of taking expenditures to Council.
  - *Consideration/Discussion/Approval of 2024 tax rate after consideration of comments, if any. Received at previous hearing on proposed tax rate. M/M/2/C- Councilman Merendino/Councilman Watson- New tax rate of 0.130980- Approved- Unanimous*
- g. (B) *Consideration/Discussion/Approval of 2024-2025 Public Works Budget- Councilman Clayton/Councilman Wright- Approved- Unanimous*
  - Councilman Wright- States that there is a typo on the copy of the budget that is in the packet.

## 9. Discussion

- a. *Discussion of repair on the roof @ the Event Center.*
  - Councilman Thibodeaux- States that he isn't sure if the companies that he received bid from are listed in the Smart buy program. States that he wasn't aware that they had to be listed in the program to work for the City. Bid from American roofing- \$24,183.17, Bid from M&M Roofing- \$25,878, Bid from Coastal Roofing- \$39,846.83
  - Councilman Merendino- asks if it can be done in house
  - Councilman Thibodeaux- There isn't a warranty if the maintenance department does it
- b. *Discussion of Community Development spending recap.*
  - Councilman Thibodeaux- Goes over the budget for the car show. States that there was a donation from Coastal Roofing for the trophies. States that Kirksey's has been great with the donation of things as well. States that the City bought the shirts for \$3,200. With the donations that were received, the City's cost for the event was \$2,275.25. States that the sales for the shirts were all cashless.
  - Councilman Merendino- asks how the 50/50 raffle went

- **Councilman Thibodeaux**- there was \$350 made and split between camp iron bluff and the winner of the raffle.
- **Councilman Merendino**- states that the resolution for the City spending policy states that a Council member may not spend more than \$2,500 without Council approval.
- **Councilman Thibodeaux**- States that he did bring it to Council.
- **Mayor Mitchell**- States that Councilman Thibodeaux did have the expenses for the car show in his report, but it was not brought to Council for a vote.
- **Councilman Wright**- states that there were some mistakes that were made, but there was a lot of positives that came from the car show.
- **Councilman Merendino**- states that he spoke with Taz after the car show and suggested that for the next car show it be rented out by Taz.
- **Mayor Mitchell**- States that she has spoken to Taz about doing a car show for Christmas and instead of a fee, they bring a toy and deliver it to the kids in the City. States that the kids in Bevil Oaks haven't been given anything in a few years.
- **Councilman Thibodeaux**- states that he has been contacted about doing a chef choice cook off as well.

c. **Discussion** of designating a Councilman over the roads and drainage. **No discussion**

10. Adjourn Meeting @ 9:00 pm - Councilman Clayton/Councilman Emmons



Mayor Cheri Mitchell

Attest:

  
City Secretary, Jeff Thibodeaux



**OCTOBER 21, 2024**

**AGENDA**

Notice of a Regular Meeting  
**CITY OF BEVIL OAKS, TEXAS**

October 21, 2024


NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS, will meet in a **REGULAR COUNCIL MEETING** on **Monday, October 21, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Review/Approve Consent Items**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
- 7. Review/Action Items**
  - a. **Consideration/Discussion/Approval** of resolution to apply for the CDBG-DRRP (Disaster Recovery Reallocation Program) grant, request for a grant administrator to assist and all related necessary actions to apply for and be awarded the grant project.
  - b. **Consideration/Discussion/Approval** of resolution to apply for the TXCDBG-TDA grant.
  - c. **Consideration/Discussion/Approval** of resolution regulating social media on governmental devices
  - d. **Consideration/Discussion/Approval** of resolution approving the 2024 tax rate
  - e. **Consideration/Discussion/Approval** of '24-'25 City general operating budget with revisions made during the September budget meeting.
- 8. Reports**
  - a. **Mayor Mitchell**
  - b. **Councilman Merendino**
  - c. **Councilman Watson**
  - d. **Councilman Emmons**
  - e. **Councilman Clayton**
  - f. **Councilman Wright**
  - g. **Councilman Thibodeaux**
- 9. Adjourn Meeting**

Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.



Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 18 October 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**OCTOBER 21, 2024**  
**MEETING MINUTES**

Notice of Regular Meeting Minutes  
CITY OF BEVIL OAKS, TEXAS

October 21, 2024

1. **Call to Order @ 6:26 pm**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call-** All present but Councilman Emmons and Councilman Clayton
4. **Conflict of Interest Statement-** None
5. **Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit. **No citizens comments were made.**
6. **Review/Approve Consent Items- M/M/2/C- Councilman Watson/Councilman Wright- Approved- Unanimous**
  - a. **Financial Reports City of Bevil Oaks**
  - b. **Financial Report Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
7. **Review/Action Items**
  - a. **Consideration/Discussion/Approval** of resolution to apply for the CDBG-DRRP (Disaster Recovery Reallocation Program) grant, request for a grant administrator to assist and all related necessary actions to apply for and be awarded the grant project. **M/M/2/C-Councilman Merendino/Councilman Watson-Approved- Unanimous**
    - **Councilman Thibodeaux-** asks if we have to do this every time we go out for a new grant?
    - **Mayor Mitchell-** Yes
  - b. **Consideration/Discussion/Approval** of resolution to apply for the TXCDBG-TDA grant. **M/M/2/C- Councilman Merendino/Councilman Watson- Approved- Unanimous**
    - **Councilman Wright-** asks what grant this was
    - **Sabrenna Crain-** Explains that the Council has already voted on it, but it wasn't in the format that TDA wanted it to be in
  - c. **Consideration/Discussion/Approval** of resolution regulating social media on governmental devices **M/M/2/C-Councilman Thibodeaux/Councilman Watson- Approved- all but Councilman Merendino approved. Councilman Merendino abstained from voting due to his son's association with TikTok.**
    - **Councilman Wright-** asks for clarification on whether or not this means that if a government device is being used, this limits the access of social media on that device.
    - **Mayor Mitchell-** Yes
    - **Councilman Merendino-** Asks if Sabrenna creates a Facebook page for the City, if it limits that.
    - **Mayor Mitchell-** explains that this policy is strictly for TikTok.

- d. **Consideration/Discussion/Approval** of resolution approving the 2024 tax rate **M/M/2/C-** Councilman Wright/Councilman Thibodeaux- *Approved-Unanimous*
- e. **Consideration/Discussion/Approval** of '24-'25 City general operating budget with revisions made during the September budget meeting. **M/M/2/C-** Councilman Merendino/Councilman Wright- *Approved-Unanimous*
- **Councilman Merendino-** states that the amount that is charged to the insurance will be lowered due to the split between the Public Works and City General operating.
  - **Councilman Thibodeaux-** asks why we are still discussing the budget 2 months after the budget meeting?
  - **Sabrenna Crain-** States that she had a hard time keeping up with what the Council changed at the budget meeting, so she had to put it back in the packet to be approved. The CPA (Janet) also changed more stuff today and got everything corrected.

## 8. Reports

a. **Mayor Mitchell-** No Report

b. **Councilman Merendino**

- States that the flower beds have all been fixed. States that Keith (the City's mowing/landscaping contractor) probably lost out on some money due to the fact that more rock was needed, the plants more expensive, and it took him an extra day than he anticipated.
- Councilman Wright-
- **Councilman Merendino-** States that more money was added to the Public Works budget because there were a few things that weren't added to the budget when during the budget meeting. States that Council approved cleaning around the fence at the sewer plant with the old mowing contractor, but the work was never completed. States that the new mowing contractor will be mowing during the winter as well.
- **Councilman Watson-** states that the mowing contractor isn't making very much money with all the mowing that he has to do. States that he wasn't aware of how much mowing had to be done throughout the City until he went over everything that needed to be mowed with Councilman Merendino. States that the contractor is doing a great job.
- **Councilman Merendino-** States that he wouldn't mow the City for what the mowing contractor is charging. States that he is looking into how much the mowing contractor will charge to clean the vacant properties.
- **Councilman Wright-** asks Councilman Merendino if he is still needing a water source to water the flower bed up front.
- **Councilman Merendino-** states that he found the water supply for the flower beds by Larousse Park.
- **Councilman Wright-** asks if he still needs water at the front?
- **Councilman Merendino-** states that there isn't a water source at the front right now, so they may need to look into putting a tap up front.

c. **Councilman Watson-**

- States that Councilman Emmons needs prayers because he is really sick.

- **Councilman Merendino**- states that he has been to the Emmons' house to help with what he can since Doug hasn't been able to do some of the stuff that needs to be done.
- **Councilman Thibodeaux**- states that there is a ton of people out here that will help if they need it.
- **Roger Mannede**- states that Councilman Emmons is a mason so they will help with what they need as well.

d. **Councilman Emmons**- Not Present

e. **Councilman Clayton**- Not Present

f. **Councilman Wright**

- States that the door at the water plant needs to be changed out. States that he has gotten 2 bids to get it replaced.
- **Councilman Watson**- asks if the door gets used?
- **Councilman Wright**- Yes.
- **Councilman Merendino**- states that if grant money can be used to fix it, then we need to do that.
- **Councilman Wright**- states that it is added into the budget already. States that he saw a post on Facebook, but he doesn't comment to anything on Facebook. States that he wanted to clarify a post that he saw. States that fluoride isn't added to our water. It is a natural variant in the water. There is a fluoride test done every 3 years by TCEQ. It was tested in April of this year and it was within the permissible limit. States that this may be his and Councilman Watson's last meeting and that there has been a lot done within their term. He is proud to be a part of the accomplishments that have been made.

g. **Councilman Thibodeaux**

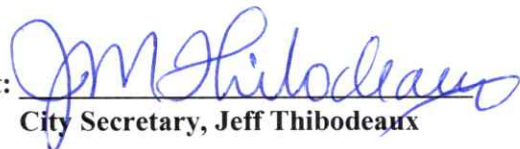
- States that Christmas in the park is scheduled for December 7<sup>th</sup>. States that there will be a Christmas car show this year as well. Instead of an entry fee, the drivers will be bringing a wrapped gift for the children. States that he is still trying to figure out the name for the event. States that there will be a Chef's choice cooking contest. For the contest, money will be raised by purchasing a ticket to pay for a taste test cup of whatever food is brought to the Chef's choice cookoff.
- States that he also wanted to put Ordinance 240 on the agenda to be voted on.
- Mayor- Suggests waiting until after elections

9. **Adjourn Meeting @ 7:08 pm**



Mayor Cheri Mitchell

Attest:



City Secretary, Jeff Thibodeaux

Approved on this 18 day of November, 2024.

**NOVEMBER 18, 2024**

**AGENDA**



Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

November 18, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on **Monday, November 18, 2024, at 6:30 P.M.** to consider the following matters:

An in-person meeting will be held at the following address:

**7390 Sweetgum Rd. Beaumont, TX 77713**


- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments** (3 minutes each) – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Review/Approve Consent Items**
  - a. **Financial Reports for City of Bevil Oaks**
  - b. **Financial Reports for Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
- 7. Review/Approve Action Items**
  - a. **Consideration/Discussion/Approval** of resolution regarding redesignation of City's ARPA (American Rescue Plan Act) funds.
  - b. **Consideration/Discussion/Approval** of the City hosting a fall clean up event
  - c. **Consideration/Discussion/Approval** of suspending ordinance # 240 until the ordinance can be updated.
  - d. **Consideration/Discussion/Approval** of ordinance for canvassing the November 05, 2024 election results
- 8. Reports**
  - a. **Councilman Emmons**
  - b. **Councilman Watson**
- 9. Pre-Oath of Office-** Ward 1- **Roger Mannette**, Ward 2 – **Stephanie Cramer**, Ward 3 – **Jim Wright**.
- 10. Oath of Office-** Ward 1- **Roger Mannette**, Ward 2 – **Stephanie Cramer**, Ward 3 – **Jim Wright**.
- 11. Executive Session**
  - a. The Council may convene in executive session to discuss items on the agenda with the new Council members requiring legal counsel by the City Attorney pursuant to Texas Government Code Section 551.071.
- 12. Resume Regular Meeting**
- 13. Review/Approve Action Items**
  - a. **Consideration/Discussion/Approval** of selecting Council officers.
- 14. Discussion**
  - a. **Discussion** of Christmas in the Park

## 15. Reports

- a. Mayor Mitchell
- b. Councilman Merendino
- c. Councilman Clayton
- d. Councilman Thibodeaux
- e. Councilman Wright

## 16. Adjourn Meeting


This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

  
Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 15 November 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.

  
Sabrenna Crain, Office Manager

**NOVEMBER 18, 2024**  
**MEETING MINUTES**

**Notice of Regular Meeting Minutes**  
**CITY OF BEVIL OAKS, TEXAS**

November 18, 2024

1. **Call to Order @ 6:30**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
3. **Roll Call- All Present**
4. **Conflict of Interest Statement- None**
5. **Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit.
  - **There were no Citizen Comments**
6. **Review/Approve Consent Items- M/M/2/C- Councilman Emmons/Councilman Wright- Approved- Unanimous**
  - a. **Financial Reports for City of Bevil Oaks**
  - b. **Financial Reports for Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
7. **Review/Approve Action Items**
  - a. **Consideration/Discussion/Approval of resolution regarding redesignation of City's ARPA (American Rescue Plan Act) funds. M/M/2/C- Councilman Clayton/Councilman Emmons- Approved- Unanimous**
    - **Councilman Clayton-** Were the funds allocated already? How much were the funds for?
    - **Councilman Wright-** These are funds that have gone unused. They were used for Public Works
    - **Councilman Clayton-** The deadline to use the funds are December 31<sup>st</sup>
    - **Councilman Wright-** States that the funds don't have to be used by December 31<sup>st</sup> anymore.
    - **Mayor Mitchell-** States that there is supporting document from the grant administrator that states that the funds are considered as revenue loss, so they don't have to be allocated.
    - **Councilman Clayton-** Asks if we have something specific that the funds have to be used for.
    - **Sabrenna Crain-** States that the funds don't have to be used specifically used for Public Works, they can be used for either side.
    - **Councilman Clayton-** states that he read 10 items that the funds can be used for.
    - **Sabrenna Crain-** States that being that the funds are not designated, they can be used for whatever the Council decides they want to use them for.
    - **Councilman Clayton-** Asks to table the item until the Council decides how they would like to use the funds.
    - **Mayor Mitchell-** states that the item can't be tabled at this time. States that if he would like to abstain from voting, then he can. States that before the grant administrator stated that the funds can be designated as revenue loss, the funds were designated to certain projects.
    - **Councilman Clayton-** Asks how much funds are left in the ARPA account?

- **Sabrenna Crain-** \$140,000.
  - **Councilman Clayton-** Asks for the amount that was granted to the City.
  - **Sabrenna Crain-** roughly \$301,000.
  - **Councilman Thibodeaux-** Clarifies that the funds were previously designated to specific projects and they had to be allocated by December 31<sup>st</sup>.
  - **Councilman Merendino-** States that we need to know where the funds are being moved.
  - **Councilman Clayton-** Lists the projects that the funds can be used for per his research.
  - **Mayor Mitchell-** States that the resolution is to allow the Council to use the funds however they see fit.
  - **Councilman Merendino-** Asks where the funds are being moved to. States that Councilman Wright said that it was on the Public Works side. States that he would like clarification on where the funds are being used for.
  - **Sabrenna Crain-** States that she spoke with the CPA and the CPA suggests that the funds be left in the account that they are currently in as it is an account designated especially for the ARPA funds.
  - **Councilman Merendino-** States that he agrees that the funds need to be left in the account that they are in so that the expenditures can be tracked.
  - **Councilman Wright-** States that this resolution will give the Council time to decide what the money can be spent on effectively and keep the funds from being sent back to the government.
  - **Mayor Mitchell-** States that the money is in the designated ARPA account and it can stay in that account.
  - **Councilman Wright-** States that the accountant can make a line item for the funds.
  - **Councilman Merendino-** Asks what the difference is in leaving it in the ARPA account versus putting it in a different account.
  - **Councilman Wright-** States that this resolution is just for paperwork purposes.
  - **Councilman Merendino-** States that the accountant said that we can leave it in the ARPA account instead of moving it into a different account.
  - **Mayor Mitchell-** Explains that no matter where the funds are, the funds are restricted without this resolution.
  - **Dru Montgomery-** States that when the City received the funds, the City had a hard time spending the funds. The restrictions on the funds were specifically designated as ARPA funds. States that they were designated as revenue loss. States that the use of funds is a separate issue as to how they are tracked as a line item on the financial statements. The point of the resolution is to release the funds so that the Council can do what they would like with the funds.
  - **Mayor Mitchell-** States that the funds won't be spent on anything without Council approval anyway.
- b. **Consideration/Discussion/Approval of the City hosting a fall clean up event.**  
**M/M/2/C- Councilman Emmons/Councilman Merendino- Tabled- Unanimous**
- **Councilman Merendino-** States that he spoke with the Republic rep for the City about dumpsters for a fall clean up. States that for 2 dumpsters it is \$1,120. States that they will be out here until they are full. States that

he would like the Council to decide on the date for a fall clean up or if they would like to do a fall clean up.

- **Charley Cramer-** Asks if someone will be there to make sure that contractors aren't dumping stuff in the dumpsters
  - **Councilman Merendino-** States that he will be there the whole time.
  - **Councilman Wright-** Asks if this is the right time of year to do a fall clean up.
  - **Councilman Merendino-** States that we have done a fall and a spring clean up before.
  - **Roger Mannette-** asks if it would be better to do it after Christmas
  - **Councilman Clayton-** Suggests doing a survey online to see what the citizens would like to do.
  - **Councilman Emmons-** States that City business can't be handled online.
  - **Mayor Mitchell-** Suggests tabling until there is a better date.
  - **Councilman Thibodeaux-** If we wait until after the first of the year, we will have two free dumpsters.
- c. **Consideration/Discussion/Approval** of suspending ordinance # 240 until the ordinance can be updated. *M/M/2/C-Councilman Thibodeaux/Councilman Emmons- Tabled- Unanimous*
- **Councilman Thibodeaux-** States that he wanted to suspend the ordinance due to the many different interpretations of the ordinance. States that he wants to have a regulation on the signs, but he believes that if someone likes the work the contractor is doing on their house, that they should be able to put a sign in their yard for the contractor without having to worry about it being picked up
  - **Councilman Emmons-** States that an ordinance can't be suspended without having a draft ordinance in its place.
  - **Councilman Watson-** Suggests leaving the ordinance in place until a new one is written.
  - **Councilman Thibodeaux-** Asks if anyone has read the ordinance.
  - **Dru Montgomery-** Clarifies that the point of this ordinance is because there were several people going door to door trying to sale things so the Council had to make a decision on putting an ordinance into place for that
  - **Councilman Thibodeaux-** Asks Dru if he was to have a pool installed, if that contractor put a sign in his yard?
  - **Dru Montgomery-** states that no one ever complains to the office or to him about a sign being in someone's yard.
  - **Councilman Thibodeaux-** Reads part of the ordinance. States that the contractor should be able to have a sign in the yard.
  - **Councilman Wright-** Asks Councilman Thibodeaux if he is asking if there is a time limit on how long the sign can be in the yard.
  - **Councilman Thibodeaux-** States that there should be a time frame as to how long the sign should be allowed to stay in the year, however, the Council should leave the signs in someone's yard alone while the work is being done.
  - **Mayor Mitchell-** Suggests that Dru update the ordinance.
  - **Councilman Merendino-** Asks if this was brought to the Council because of Coastal Roofing?
  - **Councilman Thibodeaux-** No
  - **Councilman Merendino-** Asks Councilman Thibodeaux if he has ever hired Coastal roofing for a job

- **Councilman Thibodeaux-** No. States that he has been friends with the owner for a long time, but has never hired him for a job.
  - **Councilman Watson-** asks if Dru is going to rewrite the ordinance, he needs to know what the ordinance needs to say.
  - **Councilman Wright-** Asks Dru if he understand what Councilman Thibodeaux is suggesting that the ordinance says.
  - **Dru Montgomery-** States that the Council needs to decide what it needs to say.
  - **Councilman Merendino-** Suggests putting on the agenda for the next meeting so that Council can decide what the ordinance needs to state. After the Council decides on what the ordinance needs to say, then Dru can write the new ordinance.
  - **Councilman Watson-** States that there is a difference in putting a sign up in random places than putting the sign in someone's yard. States that if it were him, if he wanted to put a sign in his yard displaying work that he had done, then he should be allowed to put that sign in his own yard.
- d. **Consideration/Discussion/Approval of ordinance for canvassing the November 05, 2024 election results M/M/2/C- Councilman Merendino/Councilman Emmons-Approved- Unanimous**
- **Dru-** states that the ordinance must be done as it is a requirement for the Texas Legislation Code.

## 8. Reports

### a. Councilman Emmons

- States that he has noticed that there have been cracks in the road. The contractor filled some of them when it was brought to their attention. States that if the cracks don't get filled in, then the road will come apart. States that he has been looking into getting that taken care of and has been unsuccessful in doing so. States that it will need to be taken care of by someone since he will no longer be on Council. States that the City has a strict interlocal agreement that only allows the County to come out 1 week a year for roads and 1 week a year for ditches. States that he will still be available to foresee the County getting the roads done as there was an agreement with them to get the roads done and it would be done with the understanding that the road work would be done for 4 years. States that the County said that they couldn't put the rock down because it didn't meet the specs. States that he had a sample of the rock tested and it does meet DOT specs, but barely.
- **Councilman Wright-** Asks where the interlocal agreement was
- **Sabrenna Crain-** At the office
- **Councilman Wright-** States that the rock might barely meet the specs but it still but it still meets the specs
- **Councilman Clayton-** States that the County needs to do the work that they are expected to do.
- **Councilman Emmons-** States that the County was approached after we got the other road work done. States that the County told us who to contact and how much material to buy to get the roads done that needed to be done.
- **Councilman Wright-** asks if there is an estimated cost on how much it will be to fill the cracks
- **Councilman Emmons-** No
- **Mayor Mitchell-** States that this was Councilman Emmons last report on Council

- **Councilman Wright-** States that he had some questions that he wanted clarification on
- **Mayor Mitchell-** States that whoever is over roads now can get with Doug about the roads
- **Councilman Emmons-** States that he would like to still work on getting the County to finish doing the roads that need to be done
- **Councilman Merendino-** States that the roads are in better shape than they have been in a long time
- **Councilman Watson-** States that the roads could have been done better. States that he voted against settling for the way that the roads were left after the grant with all the cracks that appeared.
- **Councilman Emmons-** States that the contractor that did the roads, done a great job.
- **Councilman Watson-** asks if there is anything else that Councilman Emmons would like to say before leaving.
- **Councilman Emmons-** States that even though he won't be on Council, he will still be available.

**b. Councilman Watson**

- States that the streetlights are working really well. States that he was tasked with streetlights and callouts. States that his time on Council has been a great experience. States that he thinks with the new Council members coming in, they can have a great Council if they all work together. States that the 2 years that he has been on Council, he worked diligently to make sure that everyone was working together. States that none of this (Council) should be taken personally. States that it is business. States that he has enjoyed his time on Council.

**9. Pre-Oath of Office-** Ward 1- Roger Mannette, Ward 2 – Stephanie Cramer, Ward 3 – Jim Wright.

**10. Oath of Office-** Ward 1- Roger Mannette, Ward 2 – Stephanie Cramer, Ward 3 – Jim Wright.

**11. Executive Session @ 7:30 pm Councilman Emmons/Councilman Wright**

- a. The Council may convene in executive session to discuss items on the agenda with the new Council members requiring legal counsel by the City Attorney pursuant to Texas Government Code Section 551.071.

**12. Resume Regular Meeting @ 8:26**

**13. Review/Approve Action Items**

- a. **Consideration/Discussion/Approval** of selecting Council officers. M/M/2/C- Councilman Wright/Councilman Clayton

- **Mayor Pro-Tem-** Councilman Wright- *Approved Unanimous*
- **City Secretary-** Councilman Thibodeaux- *Approved Unanimous*

- **Councilman Merendino-** asks if we can have a City treasurer?
- **Mayor Mitchell-** States that she would have to look it up and see if they needed special training. States that the treasurer would not have access to the bank accounts. They would have access to the bank records, but all of Council always has access to that information already.
- **Councilman Clayton-** asks what the point in having a treasurer is?
- **Councilman Merendino-** states that they could make a report and keep up with the finances. States that the City has several accounts. States that the City is losing money on the accounts that we have because there isn't enough interest being gained in the accounts. States that one of the



- Councilmembers needs to be the financial officers to make sure that the City is getting the interest that they should be getting, and it is invested.
- **Councilman Wright-** states that the job/role needs to be discussed at a different meeting when the Council can agree on what that other role will be.
  - **Mayor Mitchell-** suggests making Councilman Wright the Mayor pro-tem
  - **Councilman Merendino-** States that the position of mayor pro-tem and City council secretary are for Council to vote on. It is not appointed by the Mayor. States that the Council nominates those positions.
  - **Councilman Wright** makes a motion for Councilman Thibodeaux to continue to be the City Secretary. Councilman Clayton seconds.
  - **Councilman Merendino-** Asks what the roles of the City Secretary are.
  - **Mayor Mitchell-** States that the City Secretary signs off on meeting minutes, resolutions, etc. They also make sure that the meeting minutes are updated and on the City website.
  - **Councilman Merendino-** Asks if they are responsible to take the meeting minutes.
  - **Mayor Mitchell-** No. States that since she has been in Bevil Oaks, the girls in the office have taken the meeting minutes.
  - **Councilman Merendino-** States that years ago, the City Secretary took the meeting minutes.

#### 14. Discussion

##### a. Discussion of Christmas in the Park

- **Mayor Mitchell-** States that there were several people that showed up to the Christmas in the park on November 16<sup>th</sup>. Announces that most of the food will be donated. States that Christmas in the park will be on December 14<sup>th</sup>. States that there will be another meeting to discuss Christmas in the Park on November 30<sup>th</sup>.
- **Councilman Merendino-** States that Barbara may not have the time to do this with what is going on
- **Councilman Thibodeaux-** States that we are live and reminds Councilman Merendino of HIPPA
- **Councilman Wright-** Asks what the time frame of the event was.
- **Mayor Mitchell-** Breakfast with Santa starts at 9 am. The times will be nailed down at the meeting on the 30<sup>th</sup>.
- **Councilman Thibodeaux-** apologizes for not being able to help with Christmas in the park.
- **Mayor Mitchell-** States that it is team work and to never feel like he has to do anything by himself.

#### 15. Reports

##### a. Mayor Mitchell- previously given.

##### b. Councilman Merendino

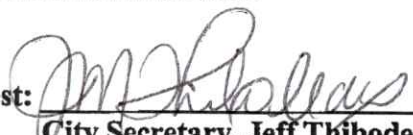
- States that we were at a standstill on the vacant houses for a while. States that at the budget meeting, there was money allocated for cleaning up the vacant properties. States that the City's mowing contractor is cleaning up the properties, that way it can be done to his standards of being able to keep it mowed. States that the City will be putting liens against the properties for the cleanup and maintenance of the property. States that if/when the properties are purchased, the City will get the money back that has been spent on them.

- **Councilman Mannette**- asks if we can put liens on the property for abandoning the property.
  - **Councilwoman Cramer**- states that there is a difference in a mechanics lien and ordinance enforcement
  - **Councilman Merendino**- states the City will need more money allocated to cleaning up the vacant properties.
  - **Councilman Mannette**- Once the property is cleaned up, can the City get volunteers to keep the property clean?
  - **Mayor Mitchell**- States that it becomes a reliability for the City because the citizens will be going onto private property at that point
  - **Councilman Wright**- states that the City can use some of the ARPA funds toward the cost to clean the property
  - **Councilwoman Cramer**- states that she would hate to see the City clean the property and not get the funds back
  - **Councilman Wright**- states that a few of the properties that received a violation notice, have sold or been cleaned up. States that the City has to be careful spending money on these properties. It has to be done slow enough where the City isn't spending so much money at one time.
  - **Councilman Merendino**- States that this City has bounced back unbelievably since Harvey.
- c. **Councilman Clayton**- No report
- d. **Councilman Thibodeaux**- thanks everyone for the support on the upcoming events. States that he would like to see another town hall meeting in 2025. States that it has been a great first year on Council.
- **Councilman Merendino**- States that he didn't get a chance to finish his report. States that the Council Responsibilities weren't discussed. States that he would like to temporarily fill in the position of roads since Councilman Emmons wasn't on Council anymore
  - **Councilman Clayton**- States that Councilman Mannette has shown interest in the roads
  - **Councilman Mannette**- States that he would like to do them, but he would like Councilman Merendino start out with it for right now.
  - **Councilman Merendino**- States that it would be great to have two Council members over everything. States that the water and sewer is the most important thing that the City has and Councilman Wright is the only one over that right now.
- e. **Councilman Wright**- States that the water department has been running smoothly for a while. States that the jump in price on the financials is due to having to order the meter and endpoint supply. States that Sabrenna has been working real hard on getting that taken care of. States that he has a meeting tomorrow to go over some things that aren't going the way that he and Sabrenna would like.

16. Adourn Meeting @ 9:04 Councilman Clayton/Councilman Merendino



Mayor Mitchell

Attest:   
 City Secretary, Jeff Thibodeaux

Approved on this 19<sup>th</sup> day of December, 2024.

**DECEMBER 19, 2024**

**AGENDA**

Notice of a Regular Meeting  
CITY OF BEVIL OAKS, TEXAS

December 19, 2024

NOTICE IS HEREBY GIVEN that the CITY OF BEVIL OAKS, TEXAS will meet in a **REGULAR COUNCIL MEETING** on **Thursday, December 19, 2024, at 6:30 P.M.** to consider the following matters:

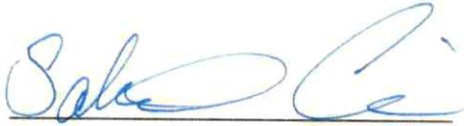
An in-person meeting will be held at the following address:

**7390 Sweetgum Rd. Beaumont, TX 77713**

- 1. Call to Order**
- 2. Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: *"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."*
- 3. Roll Call**
- 4. Conflict of Interest Statement**
- 5. Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit
- 6. Review/Approve Consent Items**
  - a. **Financial Reports for City of Bevil Oaks**
  - b. **Financial Reports for Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
- 7. Review/Approve Action Items**
  - a. **Consideration/Discussion/Approval** of authorizing the Mayor (and any additional Councilperson) to negotiate and enter an agreement, subject to final approval by the City Council, to upgrade the City's website in order to provide additional functionality to citizens. The agreement would be for a limited term and not exceed the charges stated in the attached materials.
  - b. **Consideration/Discussion/Approval** of quotes received for replacing the garage door at the Water Plant.
- 8. Discussion**
  - a. **Discussion** of Christmas in the Park
- 9. Reports**
  - a. **Mayor Mitchell**
  - b. **Councilman Merendino**
  - c. **Councilman Mannette**
  - d. **Councilman Clayton**
  - e. **Councilwoman Cramer**
  - f. **Councilman Thibodeaux**
  - g. **Councilman Wright**
- 10. Adjourn Meeting**

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held on the Date, Time and Place stated above. The City Council will deliberate upon the items listed on the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting

shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed on the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.



Sabrenna Crain, Office Manager

I, the undersigned authority, do hereby certify that the above NOTICE OF A REGULAR MEETING of the Governing Body of the City of Bevil Oaks, Texas is a true copy of said Notice and that I posted a true copy of said NOTICE in the following places:

- City of Bevil Oaks Office at 7525 Sweetgum Road, Bevil Oaks, Texas
- City of Bevil Oaks website at [www.cityofbevilocks.com](http://www.cityofbevilocks.com)

These places being convenient and readily accessible to the general public at all times, said NOTICE WAS POSTED by 16 December 2024, BEFORE 6:30 P.M., remaining posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Sabrenna Crain, Office Manager

**DECEMBER 19, 2024**  
**MEETING MINUTES**

Notice of Regular Meeting Minutes  
CITY OF BEVIL OAKS, TEXAS

December 19, 2024

1. **Call to Order @ 6:29**
2. **Pledge of Allegiance/Invocation**
  - a. The United States Flag
  - b. The Texas state flag: "*Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*"
3. **Roll Call- All present but Councilwoman Cramer**
4. **Conflict of Interest Statement- None**
5. **Citizen Comments (3 minutes each)** – An opportunity for the citizens to address Council on agenda items or concerns not on the agenda – those wishing to speak must complete the comment card, present the comment card to the City Secretary prior to the beginning of the meeting, and observe a 3-minute time limit.  
*There were no citizens' comments*
6. **Review/Approve Consent Items- M/M/2/C- Councilman Clayton/Councilman Thibodeaux- Approved- Unanimous**
  - a. **Financial Reports for City of Bevil Oaks**
  - b. **Financial Reports for Public Works**
  - c. **Utility Innovations Report**
  - d. **Previous Meeting Minutes**
7. **Review/Approve Action Items**
  - a. **Consideration/Discussion/Approval** of authorizing the Mayor (and any additional Councilperson) to negotiate and enter an agreement, subject to final approval by the City Council, to upgrade the City's website in order to provide additional functionality to citizens. The agreement would be for a limited term and not exceed the charges stated in the attached materials. *Tabled- Councilman Merendino/Councilman Wright- Unanimous*
    - **Mayor Mitchell-** States that any cost to upgrade the City website will come out of the ARPA (American Rescue Plan Act) funds. States at the meeting in November, it was decided that any funds spent out of the ARPA funds would go to Council for approval.
    - **Councilman Wright-** States that there is an annual fee. States that the one-time expense would come out of the ARPA funds, but the annual fee would come out of the operating fund.
    - **Councilman Thibodeaux-** States that he was invited to attend the online meeting that was held for the proposal. States that he has set up websites before. States that the quote is from Civic Plus. States that specifically build websites for municipalities. States that he was impressed by the high functionality of the websites that they have built. States that he encourages the Council to look at the other websites that Civic Plus has built and compare it to our City website. States that the City website is outdated. States that a website upgrade was mentioned at the Town Hall meeting in January. States that updating the website would take a load off the office staff. i.e. when a boil water notice is issued, there are several steps that the office staff must take to get a notice out to the residents. States that is time consuming. States that the guy who did the presentation for the website, he did a sample of a boil water notice. States that it was a

three-step process. States that's just one example of what the website upgrade offers. States that the biggest thing for the website upgrade is the search button on the front page. If someone was looking for something pertaining to dogs, they type it in the search bar and it brings up every resolution, meeting and any other record that the City has on that subject. States that this is the first proposal that was reviewed.

- **Councilman Wright-** States that the benefits of having a new and improved website need to be clear before making a decision. States that the City needs to decide on what all the website needs to consist of before purchasing an upgrade.
- **Councilman Thibodeaux-** States that there have been complaints for years about residents stating that they haven't received notification about things going on in the City.
- **Councilman Wright-** As an example that was mentioned earlier, he isn't sure what all it takes to do a call out for a boil water notice, but if the website can help with that then that would be a good thing to have.
- **Heather Steelman-** States that call outs aren't an easy process. It is a time-consuming process.
- **Councilman Wright-** States that the current website is outdated but doesn't see spending the amount of money that this upgrade would cost without seeing some kind of pay back.
- **Mayor Mitchell-** States that she is seeking the approval to spend the ARPA funds. Not necessarily this quote that was given, but to spend the money on a website upgrade.
- **Councilman Mannette-** States that there are a lot of good features mentioned in the proposal.
- **Councilman Thibodeaux-** States that the website upgrade would allow us to livestream to the website rather than YouTube. States that the proposal is for a one-year contract.
- **Councilman Wright-** States that he thinks it is worth looking into.
- **Councilman Clayton-** Suggests looking for other vendors.
- **Councilman Mannette-** Asks if we could put contractor information on the website.
- **Councilman Wright-** States that would be an attorney question.
- **Councilman Thibodeaux-** States that he agrees with looking for other website designers to compare cost.
- **Councilman Wright-** Asks how much our current website costs.
- **Councilman Thibodeaux-** around \$300/yr
- **Mayor Mitchell-** You get what you pay for.
- **Councilman Merendino-** States that he agrees on getting more quotes. Ask if we can tell how many people visit the website we currently have.
- **Councilman Thibodeaux-** Yes
- **Councilman Merendino-** Suggests tabling this agenda item until more quotes can be obtained.
- **Mayor Mitchell-** asks if the dollar amount could be approved.



- **Councilman Merendino-** States that the Mayor has already asked about the dollar amount 4 times. States that is just like getting preapproved for a vehicle, just because you get preapproved doesn't mean that you spend that amount. Suggests getting additional quotes rather than approving a dollar amount and go from there. Asks what the purpose in approving a dollar amount is.
  - **Mayor Mitchell-** states that the money is coming out of ARPA and Council has to approve that. States that she and Barbara Emmons looked into this company two years ago, but the ball was dropped on moving forward with it. States that it was brought to Council to provide more transparency to the citizens. States that with the website upgrade, a lot more of the information that the citizens have been asking for can be put on the website.
  - **Councilman Clayton @ Councilman Merendino-** Are you saying that you agree that the website needs to be upgraded?
  - **Councilman Merendino-** States that now that he knows that there was 1,800 people that looked at the website last night, yes. States that he wasn't aware of that. States that we need to see what the City's that are the same size as us are doing.
  - **Councilman Wright-** States that we need to figure out what the benefit of upgrading is.
  - **Mayor Mitchell-** States that the citizens that sign up for it, will get an alert every time the website is updated.
  - **Councilman Mannette-** States that there are a lot of younger people that are moving to the area now and they would rather go to a website to look up information.
  - **Councilman Clayton-** This website will also be ADA compliant.
  - **Councilman Merendino-** States that there are a lot of things that aren't ADA compliant in the City.
  - **Councilman Clayton-** States that it is Councils responsibility to be in compliance with the rules and regulations if they are aware that something is not done correctly.
  - **Councilman Wright-** Suggests that all of Council review the current City website that we have before the next meeting.
- b. **Consideration/Discussion/Approval** of quotes received for replacing the garage door at the Water Plant. **M/M/2/C-** Councilman Clayton/Councilman Merendino- ***Approved bid received from Action Overhead door- Unanimous***
- **Councilman Wright-** States that the amount to replace the door was already approved at the budget meeting but since it isn't an emergency, he wanted to bring it to Council. States that he recommends approving the quote from Action Overhead Door.
  - **Mayor Mitchell-** Make sure that the sales tax is removed from the quote/cost because the City is tax exempt.
  - **Councilman Wright-** States that the door isn't used very much but the door is unsafe and needs to be replaced.
  - **Councilman Clayton-** Asks if there is a warranty on the replacement.

## 8. Discussion

### a. Discussion of Christmas in the Park

- **Councilman Mannette-** Thanks everyone that participated in the event. States that it was a great turn out. States that the cake walk was the highlight of the event with the exception of the kids receiving gifts. There were bikes, basketballs, footballs and the water coupon discount. All of those items were donated.
- **Mayor Mitchell-** States that the following was the total spent on the event:
  - **One-Time Expense-** \$1,846.43
  - **Food-** \$309.53
  - **Overall Total-** \$2,155.96
- **Councilman Merendino-** States that any event that we have should have donated items.
- **Councilman Mannette-** States that the items that we have now don't have to be purchased again.
- **Councilman Clayton-** Asks if there is a committee for the events in the future? States that he is familiar with getting donations from cooperations, however, there is a timeline for this.
- **Councilman Mannette-** Suggests starting to get donations 4 months ahead of time.
- **Councilman Clayton-** States that the stores have a form that can be completed for donations.
- **Councilman Mannette-** States that Barbara Emmons usually does the Christmas in the Park event, but this was her last year doing it. Asks who is in charge of it now?
- **Mayor Mitchell-** States that the event has been given to him (Councilman Mannette)
- **Councilman Mannette-** States that he would take care of it.

## 9. Reports

### a. Mayor Mitchell

### b. Councilman Merendino


- States that he talked to Precinct 1. States that we have some roads that need to be repaired. States that Chimney Rock, Thousand Oaks, the end of the Blvd and a couple of more spots that need to be fixed. States that there is money in the road fund now that we can use for material. If we can get the County to do the labor, then we can get those roads fixed. States that if they are in the area doing a job, they can come to Bevil Oaks and do some work. States that DD6 has someone that comes out and surveys the area for problems that we may have. States that there is a ditch on Sweetgum that goes to Riverbend that needs to be maintained, however, we haven't been successful at getting the easement from the homeowners. States that DD6 said that they would do what they needed to do to get the easement so they can clean that ditch out. States that is the only issue that he is aware of right now with the DD6 ditches. States that there are 22 miles of County ditches in Bevil Oaks. States that it will be years before the County can clean all the ditches. They will clean out the highest priority ditches first.
- **Councilman Mannette-** The ditch that goes from Sweetgum to Riverbend, is there a way to pipe it or are they going to need continuous access to the property to clean the ditch?

- **Councilman Merendino-** Most cities and the County have gotten away from piping ditches. States that he will speak for the County and DD6 by saying that they won't pipe the ditch. States that the problem is the easement. The resident hasn't allowed access.
  - **Councilman Mannette-** States that the property owners might have misguided information about what an easement is. They aren't losing their property, it is just giving DD6 access.
  - **Mayor Mitchell-** States that DD6 can take it by force
  - **Councilman Merendino-** States that DD6 will have to take it by force because the problem is between two family members that inherited the property. One of them wants to allow it but the other one doesn't want to.
  - **Mayor Mitchell-** States that her and Councilman Merendino tried to get the easement 3 years ago and were unsuccessful.
  - **Councilman Merendino-** states that Keith (City's lawn contractor) will be finishing the clean up on the vacant properties that he started on. States that those properties will need to be added to his contract.
  - **Mayor Mitchell-** When does his contract end?
  - **Councilman Merendino-** it's a 3-year contract.
- c. **Councilman Mannette**
- *Report given earlier in the meeting (Christmas in the Park)*
- d. **Councilman Clayton**
- States that he had a resident come to him several months ago about a leak in his ditch on the City side. States that it just got fixed. Asks if that was a cost to the City?
  - **Heather Steelman-** No. States that Councilman Wright has had discussions about that leak with the contractor about getting that fixed. States that Sabrenna also talked to him about it.
  - **Councilman Merendino-** States that the only thing that cost the City money for that leak was a little bit of electricity
  - **Councilman Wright-** States that there was a work order from September for that leak. States that we have changed the way that our meetings go with the contractor every other Wednesday. Heather provides and open work order spreadsheet and we go over it with the supervisor. **Starts his report.** States that last month was the first time that every person had a working water meter. States that we have an inventory of meters now. States that the City lost around \$6,000-\$8,000 last year due to the shortage of meters. States that every municipality is having to do the lead service line inventory. Asks Heather how many lead service lines have been done.
  - **Heather Steelman-** States that she thinks it's over 100.
  - **Councilman Wright-** States that the Supervisor was out for a while and they got behind on work orders, but we had a meeting with him when he got back and everything seems to be back on track now.
  - **Councilman Merendino-** States that the monthly costs have went down.
- e. **Councilwoman Cramer-** *not present*
- f. **Councilman Thibodeaux**
- States that the next event is the New Year's Eve event. States that 80% of the food has been donated already. The food will be advertised "as supplies last". States that the fireworks will be delivered a little after Christmas. States that we may not use all the fireworks so that we don't have to buy as many for 4<sup>th</sup> of July

- **Councilman Merendino**- asks if the fireworks were purchased from the firework stand in Bevil Oaks.
  - **Councilman Thibodeaux**- No because she won't work with the City due to the event being on her busiest day of the year. States that the New Year's Eve event should be below \$3,000. States that anything over \$2,500 has to be brought to Council. What is the correct procedure for doing that?
  - **Mayor Mitchell**- States that correct procedure isn't done in discussion. It is done as an agenda item. States that as the Mayor, she will give him permission if Council is okay with that.
  - **Councilman Merendino**- States that she just said she would give him permission. That should be a statement not a question.
  - **Mayor Mitchell**- States that we learned a lot last year. States he is budgeting \$3,000 and she would like to give him permission to do the event. Asks Council if they are okay with that?
  - **Councilman Merendino**- States that it would be a Mayor's decision at this point because the Council can't vote on it.
  - **Heather Steelman**- States that it was already approved in the budget.
  - **Councilman Merendino**- States that if it was approved in the budget then it's the Mayor's decision to give him permission if he is asking for it.
  - **Councilman Clayton**- States that if the purchase is more than \$2,500 then you can get the Mayor and one other Councilmembers approval to make the purchase.
  - **Councilman Thibodeaux**- States that it doesn't have to come before Council.
  - **Mayor Mitchell**- States that Councilman Thibodeaux is trying to be as transparent as possible.
  - **Councilman Wright**- States that if it was in the budget as a line item, then it is already approved.
  - **Mayor Mitchell**- States that Councilman Thibodeaux is trying to keep anyone from saying that they didn't know about the expense.
- g. **Councilman Wright**- *Reported earlier in the meeting.*

**10. Adjourn Meeting @ 7:33 Councilman Merendino/Councilman Wright**

  
 \_\_\_\_\_  
**Mayor Cheri Mitchell**

Attest:   
 \_\_\_\_\_  
**City Secretary, Jeff Thibodeaux**