

**ELGIN CITY COUNCIL  
REGULAR MEETING  
CITY ANNEX COUNCIL CHAMBERS, 310 NORTH MAINSTREET  
TUESDAY, MARCH 17, 2020**

**CALL TO ORDER**

Mayor Cannon called the meeting to order at 7:05 p.m.

**ROLL CALL**

Present: Chris Cannon, Mayor  
Jessica Bega, Mayor Pro Tem  
Mary Penson, Council Member  
Daniel Lopez, Council Member  
Brad Jones, Council Member  
Forest Dennis, Council Member  
Susie Arreaga, Council Member  
Juan Gonzalez, Council Member

Mayor Cannon certified there was a quorum and that Council Member Brashar was absent. Mayor Cannon stated that Council Member Brashar had informed him that she would not be in attendance.

Council Member Penson moved to excuse Council Member Brashar. Council Member Dennis seconds the motion. Motion carried 8-0.

**Staff:** Thomas L. Mattis, City Manager  
Charles Cunningham, Finance Director  
Patrick South, Chief of Police  
Michael Gonzalez, Asst Public Works Director  
David Harrell, Planning Director  
Amy Miller, Director Community Development  
Beau Perry, City Engineer

**INVOCATION**

Council Member Lopez gave the invocation.

**PLEDGE OF ALLEGIANCE**

Mayor Cannon led the Pledge of Allegiance to the United States and Texas Flag.

Mayor Cannon recessed the Regular Meeting and opened the Public Hearings at 7:06 p.m.

**PUBLIC HEARING**

1. Second Public Hearing - A RESOLUTION OF THE CITY OF ELGIN, TEXAS APPROVING A STRATEGIC PARTNERSHIP AGREEMENT WITH THE BRICKSTON MUNICIPAL UTILITY DISTRICT AND MAKING CERTAIN FINDINGS RELATED THERETO.

There were no speakers on this item. Mayor Canon closed the Public Hearings at 7:07 p.m. and reconvened the regular meeting.

**PUBLIC COMMENT**

There was no one to speak during Public Comment.

**CITY MANAGER'S REPORT**

1. Update on City of Elgin Coronavirus Pandemic Response and/or Planning.

City Manager Thomas Mattis provided a general report a of the city's plans and/or response to the Coronavirus. He stated that that the format or the plan was based on the four different threat levels where typically you move to each level but that in this case it would not work that way. He stated that the city had been in stage 4 but given the circumstances and what had happened and to be most consistent with other entities around us, staff felt the city needed to go to level 2. He stated this report was about the city's organizational response, the city's business, the city's responsibility, and our obligations and what we can control. He stated there also appeared conflicts such as with state law, our City Charter and actions complying with the law, such as the Open Meetings Act, parts of which the Governor has suspended to enable having teleconference meetings. He stated that the Texas Department of State Health was reporting additional cases of the Coronavirus in the state but as of now no cases in Bastrop County. He stated that as he went through the report to keep in mind this was an attempt to provide general guidelines the staff will follow operationally but at the same time is not considered absolute rules or law. Mr. Mattis stated he would briefly go over Readiness Levels and that details were provided in the handout.

CITY OF ELGIN CORONAVIRUS (COVID-19) READINESS PLAN

Threat Level 4 - Normal Conditions – Operations as usual but emphasis on hygiene and vigilance until the threat is totally dissipated.

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Threat Level III – Increased Readiness – Increased response if greater than the normal threat of a contagious disease event, such as confirmed case and/or quarantine of unconfirmed instances within the Austin MSA and/or central Texas area.

Threat Level II – High Readiness – Increased response as appropriate if there is a greater than the normal threat of a contagious disease event. Initial conditions include confirmed cases and/or quarantine of the unconfirmed instances within the Austin MSA and/or central Texas area.

Threat Level I – Maximum Readiness – Increased response when there is a significant possibility of a contagious disease event within the city or immediately surrounding area. Initial conditions include confirmed case or cases of a contagious disease in the City of Elgin.

Mr. Mattis concluded his report and stated that staff had not officially declared the city was in Level 2, but the Council could decide to move to Level 2 by endorsing the staff plan and voicing concerns if anyone does not want the city to go to Level 2.

Council Member Dennis moved to ratify the declaration of the State of Public Health Emergency issued by the Mayor on March 16, 2020 as well as adopting the City of Elgin COVID 19 Readiness Plan as presented by the City Manager and acknowledging the date the city is at Level 2. Council Member Lopez seconds the motion. Motion carried 8-0.

### 2. Elgin Police Department 2019 Racial Profiling Report.

Chief of Police Patrick South presented the Elgin Police Department 2019 Racial Profiling Report.

### 3. Update on Removal of Fire Destroyed Home At 501 W. Alamo.

City Manager Thomas Mattis stated that the city was moving forward with the removal of the building and spoke of the procedures and costs associated with these projects. He stated the owner could not afford the removal but had given the city permission to go ahead and the city had gotten an estimate of a little over \$12,000. He stated staff would be asking Council to adjust the budget to reflect that cost, and the city would file a lien on the property.

### 4. Monthly Departmental Reports – February

There were no questions or comments on the Monthly Reports.

**CONSENT AGENDA**

Council Member Penson moved to approve the Consent Agenda. Mayor Pro Tem Bega seconds the motion. Motion carried 8-0.

1. CONSIDER REQUEST TO CLOSE STREETS FOR THE WESTERN DAYS FESTIVAL PARADE ON SATURDAY JUNE 27 FROM 8:00 AM TO NOON.

2. CONSIDER REQUEST TO WAIVE FEES FOR THE WESTERN DAYS FESTIVAL AND PARADE JUNE 25 – 27, 2020.

3. CONSIDER REQUEST TO WAIVE THE OPEN CONTAINER ORDINANCE FOR THE WESTERN DAYS FESTIVAL JUNE 26, 2020 FROM 4:00 PM TO MIDNIGHT AND SATURDAY JUNE 27 FROM 8:00 AM TO 8:00 PM IN ELGIN MEMORIAL PARK.

4. City Council Meeting Minutes - March 3, 2020.

**NEW BUSINESS**

1. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A BUILDING LEASE AGREEMENT BETWEEN THE CITY OF ELGIN, TEXAS AND THE ELGIN COMMUNITY CUPBOARD; AND PROVIDING FOR RELATED MATTERS.

Council Member Penson moved to approve the Resolution as presented. Council Member Lopez seconds the motion. Motion carried 8-0.

2. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A FUNDING AGREEMENT BETWEEN THE CITY OF ELGIN, TEXAS AND THE ELGIN COMMUNITY CUPBOARD; AND PROVIDING FOR RELATED MATTERS.

Council Member Penson moved to approve the Resolution as presented. Council Member Lopez seconds the motion. Motion carried 8-0.

3. A RESOLUTION OF THE CITY OF ELGIN, TEXAS APPROVING A STRATEGIC PARTNERSHIP AGREEMENT WITH THE BRICKSTON MUNICIPAL UTILITY DISTRICT AND MAKING CERTAIN FINDINGS RELATED THERETO.

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Council Member Dennis moved to approve the Resolution as presented. Council Member Penson seconds the motion. Motion carried 8-0.

4. A RESOLUTION OF THE CITY OF ELGIN, TEXAS AUTHORIZING THE MAYOR TO EXECUTE A WHOLESALE WATER SERVICE AGREEMENT BETWEEN THE CITY AND AQUA WATER SUPPLY CORPORATION THAT REPLACES RESOLUTION 2017-03-07-10, THAT AUTHORIZED A PREVIOUS AGREEMENT BETWEEN THE TWO PARTIES, WITH TERMS AND CONDITIONS FOR THE PROVISION OF WHOLESALE WATER SERVICE TO AQUA WATER SUPPLY CORPORATION AND MAKING CERTAIN FINDINGS RELATED THERETO.

Council Member Penson moved to approve the Resolution as presented. Council Member Lopez seconds the motion. Motion carried 8-0.

5. AN ORDINANCE AMENDING CHAPTER 30, SECTION 30-2, CODE OF ORDINANCES, CITY OF ELGIN, TEXAS, BY DELETING THIS SECTION IN ITS ENTIRETY AND REPLACING IT WITH A NEW PERSONNEL POLICY, PROVIDING A SAVINGS CLAUSE; REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

Council Member Penson moved to approve the Ordinance as presented. Council Member Lopez seconds the motion. Motion carried 8-0.

6. Consideration, Discussion and Possible Action to Award a Contract to the Low Bidder Royal Vista Inc. Incorporated, in the Amount of \$826,214.00 for Construction of the Central Lift Station and Authorize the City Manager to Fund the Project from 2016 CO Bond Funds as Planned.

Mayor Pro Tem Bega moved to approve and award a Contract to the Low Bidder Royal Vista Inc. Incorporated, in the Amount of \$826,214.00 for Construction of the Central Lift Station and Authorize the City Manager to Fund the Project from 2016 CO Bond Funds as Planned. Council Member Jones seconds the motion. Motion carried 8-0.

### **ANNOUNCEMENTS**

Amy Miller reminded everyone to participate in the Census and to donate blood next week.



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**ADJOURNMENT**

Mayor Cannon adjourned the City Council Meeting at 8:49 p.m.



Chris Cannon, Mayor

**ATTEST:**

  
Amelia Sanchez, City Secretary