



Notice is hereby given of a Regular Meeting of the Nacogdoches City Council to be held **November 3, 2015, beginning at 5:30 p.m.** in the Council Chambers of City Hall, 202 E. Pilar Street, Nacogdoches, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.

PLEASE LIMIT PRESENTATIONS TO THREE MINUTES  
(UNLESS PRIOR APPROVAL IS OBTAINED)

1. Call to order.
2. Items to be removed from Consent Agenda.
3. **CONSENT AGENDA:** Items included under Consent Agenda require little or no deliberation by Council. Approval of Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations as reflected in the minutes of this meeting.
  - A. Consider approval of minutes from October 20, 2015 regular session. (City Secretary)
  - B. Consider authorization for tax resale for property described as: Being part of Lot 5, Block Number 2 of W. Nim Muckleroy Subdivision, City of Nacogdoches, Nacogdoches County, TX; more fully described in Volume 397, Page 841, Deed Records of Nacogdoches County, TX. GEO (18-6302-005010). (City Manager)
  - C. Quarterly investment report for quarter ending September 30, 2015. (Finance Director)

**REGULAR AGENDA:**

4. Consider payment to Nacogdoches Convention and Visitors Bureau for website upgrade. (City Manager)
5. Consider selection and award of a Professional Engineering Contract to Schaumburg & Polk, Inc. for design of several sanitary sewer projects. (City Engineer)

**For audience convenience, Council may conduct Executive Session deliberation in Room 112, of City Hall. Reconvening open session for action, if any, on Executive Session items will be in City Council Chambers. Regular Session agenda items appropriate for Executive Session consideration may be moved into Executive Session for deliberation, but not action, upon proper announcement at the meeting by the presiding officer.**

6. **EXECUTIVE SESSION:**

- A. Deliberation regarding Economic Development negotiations under Local Government Code Section 551.087 as follows:
  1. Discuss or deliberate regarding commercial or financial information the City received from business projects the City body seeks to have locate in the City of Nacogdoches and with which the City is conducting economic development negotiations; and

2. Deliberate the offer of a financial or other incentive to business prospects described by Subdivision 1 above.
7. Open for action, if any, on Item 6-A-1.
8. Open for action, if any, on Item 6-A-2.
9. Adjourn.



Jan Vinson, City Secretary



This agenda is posted as required under G. C. Section 551.041. For more information or a copy of the Open Meetings Act, please contact the Attorney General of Texas at 1-800-252-8011; the City Secretary at 936/559-2506 or visit the City of Nacogdoches web site at [www.ci.nacogdoches.tx.us](http://www.ci.nacogdoches.tx.us).

Nacogdoches City Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (936) 559-2506 or FAX (936) 559-2912 for further information.

#### **CERTIFICATION**

I certify the notice of meeting was posted in the directory outside of City Hall, 202 E. Pilar Street, Nacogdoches, Texas on October 28, 2015 at 5:00 p.m. and remained posted until meeting convened.

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Jan Vinson, City Secretary

**ITEM NO. 3-A**

**CITY OF NACOGDOCHES  
AGENDA INFORMATION SHEET:**

**PROJECT:** CONSENT AGENDA: Consider approval of minutes from regular session of October 20, 2015.

**MEETING DATE:** November 3, 2015

**CITY CONTACT:** Jan Vinson  
City Secretary  
[vinsonj@ci.nacogdoches.tx.us](mailto:vinsonj@ci.nacogdoches.tx.us)  
559-2506

**ATTACHMENTS:** Minutes

**MINUTES**  
**Regular Session**  
**Nacogdoches City Council**  
**October 20, 2015 – 5:30 p.m.**  
City Council Room – City Hall  
202 E. Pilar Street

**DRAFT**

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**Regular Session:**

**Those Present:**

Mayor Roger Van Horn; Council members Shelley Brophy, Roy Boldon, Mike Keller and David Norton; City Manager Jim Jeffers, City Attorney Rob Atherton and City Secretary Jan Vinson.

Mayor Van Horn called meeting to order at 5:30 p.m.

**2. Items to be removed from Consent Agenda.**

None.

**3. CONSENT AGENDA: Items included under Consent Agenda require little or no deliberation by Council. Approval of Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations as reflected in the minutes of this meeting.**

**A. Consider approval of minutes from October 6, 2015 regular session.**

*Approved as presented.*

**B. Consider approval of Market Place II (Hauck Holdings) easement.**

*Approved as presented.*

Council member Keller moved to approve consent agenda as presented. Motion seconded by Council member Boldon and unanimously passed.

**REGULAR AGENDA:**

**4. PUBLIC HEARING: Consider request for zoning change from A, Agricultural, to R-4, Multi-Family Residential, for Lots 2-C and 2-D, City Block 65, located at Durst and Harris Streets. Request initiated by Terry Singleton. ZON2015-003.**

Municipal Services Director Larissa Philpot presented a request for zone change for property on the corner of Durst and Harris Streets owned by Terry Singleton (1021 East Austin). Mr. Singleton wishes to subdivide the property, currently zoned agricultural, into several lots and the subdivision plat has been filed. The proposed zoning change would allow single family or multi family structures. The Planning and Zoning Commission recently met and recommends approval of said zoning change. Mr. Singleton gave a brief report of his plans for the property. No one else wished to speak for or against the zoning change. Mayor Van Horn closed the public hearing.

Council member Norton moved to approve zoning change as presented. Motion seconded by Council member Boldon and unanimously passed.

**5. Consider resolution nominating a member(s) to the Nacogdoches Central Appraisal District Board of Directors.**

City Manager Jim Jeffers explained that each year the City nominates an individual or individuals to serve on the Central Appraisal District Board of Directors. Mayor Van Horn currently serves on said board and expressed an interest in continuing to serve.

**Minutes unofficial until approved by City Council**

Council member Brophy moved to nominate Mayor Roger Van Horn to serve on the Central Appraisal District Board of Directors. Motion seconded by Council member Norton and unanimously passed.

**6. Consider ordinance amending Ordinance No. 1680-9-14 appropriating various amounts in accordance with budget adoption for fiscal year beginning October 1, 2014 and ending September 30, 2015.**

Amending Ordinance No. 1680-9-14 is the last item to close out fiscal year 2014/2015. Pam Curbow, Finance Director, stated this is a normal process the City goes through reviewing accounts over/under budget from the previous year appropriating various amounts to close out the fiscal year. Council member Keller requested information on legal services of law suit in the utility fund. City Attorney Rob Atherton reported the legal services were regarding provision of some equipment at the City's waste water plant that was deemed defective.

Council member Brophy moved to amend Ordinance No. 1680-9-14 as presented. Motion seconded by Council member Boldon and unanimously passed.

**7. Presentation on annexation.**

Municipal Services Director Larissa Philpot discussed annexation information in regard to the northern end of city limits on North Street which will be presented in a formal annexation process in the future. Mayor Van Horn reminded the audience this was an information session and not an open meeting therefore residents of said area would not be speaking for/against Item 7. There will be ample opportunity for public comment in future meetings.

**8. Update on Ethics and Conflict of Interest Rules and Legislation.**

City Attorney Rob Atherton presented updates on Local Government Code Chapter 171 Regulating Conflicts of Interest and Chapter 176 Disclosure of Certain Relationships.

**9. EXECUTIVE SESSION:**

- A. Deliberation regarding Economic Development negotiations under Local Government Code Section 551.087 as follows:
1. Discuss or deliberate regarding commercial or financial information that the City has received from business projects that the City body seeks to have locate in the City of Nacogdoches and with which the City is conducting economic development negotiations; and
  2. Deliberate the offer of a financial or other incentive to business prospects described by Subdivision 1 above.

*No Executive Session was held.*

**10. Open for action, if any, on Item 9-A.**

*No action taken.*

**11. Adjourn.**

Mayor Van Horn adjourned meeting at 6:11 p.m.

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Mayor Roger Van Horn  
City Council  
City of Nacogdoches

ATTEST:

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Jan Vinson, City Secretary

**ITEM NO. 3-B**

**CITY OF NACOGDOCHES  
AGENDA INFORMATION SHEET:**

**PROJECT:**            **CONSENT AGENDA:**    Consider authorization for tax resale for property described as:

Being part of Lot 5, Block Number 2 of the W. Nim Muckleroy Subdivision, City of Nacogdoches, Nacogdoches County, TX; more fully described in Volume 397, Page 841, Deed Records of Nacogdoches County, TX. GEO (18-405-6302-005010).

**MEETING DATE:**    November 3, 2015

**DESCRIPTION:**     The City of Nacogdoches, as a taxing entity, has been requested on behalf of Nacogdoches ISD to approve the sale of property described above.

**COST:**                None

**SCHEDULE:**        Upon approval, a Tax Resale Deed will be executed by all taxing entities.

**RECOMMENDED ACTION:**    Approve sale of property as presented.

**CITY CONTACT:**    Jim Jeffers, City Manager – 559-2501

**ATTACHMENTS:**    Description of Property  
Tax Resale Deed is available from the City Secretary





**ITEM NO. 3-C**

**CITY OF NACOGDOCHES  
AGENDA INFORMATION SHEET:**

**PROJECT:** CONSENT AGENDA: Quarterly Investment Report for quarter ended September 30, 2015.

**MEETING DATE:** November 3, 2015

**DESCRIPTION:** Presentation of Quarterly Investment Report for quarter ended June 30, 2015.

**RECOMMENDED  
ACTION:** None

**CITY CONTACT:** Pam Curbow, Director of Finance 559-2526

**ATTACHMENTS:** Quarterly Investment Report ended September 30, 2015



**Investment Report**  
**July 1, 2015 - September 30, 2015**



This report is presented in accordance with the Texas Government Code Title 10 Section 2256.023. The below signed hereby certify that, to the best of their knowledge on the date this report was created, that this report is in compliance with the stated policies and strategies of the City of Nacogdoches.

Pam Curbow  
Investment Officer

**Investment Position  
City of Nacogdoches  
September 30, 2015**

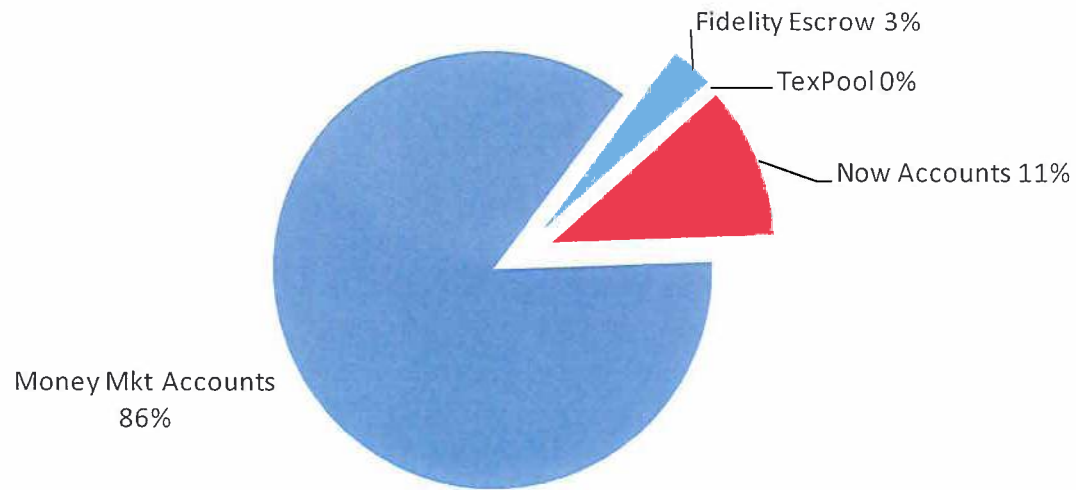
As of September 30, 2015, the City of Nacogdoches had a total of \$5 million in non-interest bearing NOW Accounts at Regions Bank, \$38.2 million invested in Money Market accounts earning a contracted rate of 0.55%, and \$1.4 million in a Fidelity Money Market Escrow account earning a rate of 0.01%. The City's average yield for FY15 is 0.31%.

The City did not have any money invested in Treasuries, Bonds, or other investments with a stated maturity date.

**Summary Statement  
City of Nacogdoches  
7/1/2015 – 9/30/2015**

Beginning Balance 7/1/2015	\$46,776,308
Ending Balance 9/30/2015	\$44,638,606
Increase/(Decrease)	\$(2,137,702)
Total Interest	\$38,179
Avg Yield	0.35%

## Ending Book Value City of Nacogdoches September 30, 2015



Type	Interest		
	Rate	Value	% Total
TexPool	0.06%	\$ 200	0%
Now Accounts	0.00%	\$ 5,000,000	11%
Money Mkt Accounts	0.55%	\$ 38,207,288	86%
Fidelity Escrow	0.01%	\$ 1,431,118	3%
<b>Total</b>		<b>\$ 44,638,606</b>	<b>100%</b>

# Portfolio Balance History City of Nacogdoches



**CITY OF NACOGDOCHES  
AGENDA INFORMATION SHEET:**

- PROJECT:** Consider payment to Nacogdoches Convention and Visitors Bureau for website upgrade.
- MEETING DATE:** November 3, 2015
- DESCRIPTION:** Nacogdoches Convention and Visitors Bureau approved a Destination Vision Plan in 2014. In order to maximize market share from the hospitality industry and compete with other destinations, the Nacogdoches tourism industry requires a more sophisticated website. The website upgrade will assist the CVB in tracking leads, securing potential businesses and providing accountability on definitive business and visitors.
- The CVB recommends Simpleview, LLC. to administer the website upgrade as they currently provide services to over 80% of the convention and visitor bureaus in the Nation.
- COST:** \$75,000
- FUNDING:** Hotel/Motel Tax Fund – Consulting Services  
18.49.630.71
- RECOMMENDED ACTION:** Approve release of payment to the CVB for website upgrade per FY2015-2016 budget.
- CITY CONTACT:** Jim Jeffers, City Manager  
[jeffers@ci.nacogdoches.tx.us](mailto:jeffers@ci.nacogdoches.tx.us)  
936-559-2501
- ATTACHMENTS:** Letter from Nacogdoches CVB Executive Director Carl Watson

The Nacogdoches Convention and Visitors Bureau completed a Destination Vision Plan in 2014. Through extensive research it was determined that in order to maximize market share from the hospitality industry and compete with other destinations, the Nacogdoches tourism industry required a more sophisticated website. A new website will provide the visitor with a roadmap to capture those experiences and sell them on the “must see” in Nacogdoches. Finally, the website will give the Bureau the ability to track leads and secure potential business as well as provide much needed accountability on definitive business and visitors secured by the CVB.

The selected vendor is called Simpleview. This company currently provides services to over 80% of the convention and visitor bureaus in the Nation and only work within the tourism industry. Consequently, they understand the tourism business and integrate the destination data obtained through the website with established industry calculators and analytical processes. The Nacogdoches CVB will be able to establish economic impacts and measure true progress through these systems.

The Destination Vision Study noted that the website upgrade was one of the most important strategies that will move the destination forward.

Cost: Website Development.....\$48,700

Three year licensing fee...\$84,000

Total Website Development Cost...\$132,700

A handwritten signature in blue ink, appearing to read "Carol W. K.", is written over a horizontal line.



**ITEM NO. 5**

**CITY OF NACOGDOCHES  
AGENDA INFORMATION SHEET:**

**PROJECT:** Consider selection and award of a Professional Engineering Contract to Schaumburg & Polk, Inc. (SPI) for the design of several sanitary sewer projects.

**MEETING DATE:** November 3, 2015

**DESCRIPTION:** SPI will be tasked with surveying and engineering design for replacement of the City's main sanitary sewer line along North Street from Magnolia Court Assisted Living to Rose Lake Boulevard, which has failed and is experiencing frequent collapses and blockages. SPI will also provide bid plans for a new sewer extension along North Stallings Drive to serve the new Travel Plaza & Denny's that was part of our 380 agreement with the developer. These projects are expected to have a construction cost of approximately \$550,000.

SPI has been selected by a staff committee, based letter of interest proposals submitted in July 2013. SPI has worked with the City of Nacogdoches for over 30 years on various utility projects. This contract will include fees for the preliminary design, final design, bid contract documents, bid administration, and construction phases of the project excluding detailed inspection which will be performed mostly by City staff.

<b>COST:</b>	Final Design Phase	\$35,560
	Bid Phase	\$5,158
	Construction Phase	\$13,842
	Surveying	\$12,600 (hourly, not to exceed)

**BUDGET AMENDMENT REQUIRED?: No**

**FUNDING FROM CURRENT BUDGET**

<b>FUNDING:</b>	<b>Acct. Name &amp; No.</b>	<b>Requested</b>
	30.179.03 Misc. Sewer Line Additions & Replacements	\$67,160

**SCHEDULE:** Notice to proceed as soon as possible

**RECOMMENDED**

**ACTION:** Select SPI and approve the contract for sanitary sewer design projects.

**CITY CONTACT:** Steve Bartlett, PE  
City Engineer  
936-559-2522

**ATTACHMENTS:** Copies of the contract proposals are available in the Engineering Department.

**CITY OF NACOGDOCHES  
AGENDA INFORMATION SHEET:**

**PROJECT:            EXECUTIVE SESSION:**

**A. Deliberation regarding Economic Development negotiations under Local Government Code Section 551.087 as follows:**

- 1. Discuss or deliberate regarding commercial or financial information that the City has received from a business projects that the City body seeks to have locate in the City of Nacogdoches and with which the City is conducting economic development negotiations; and**
- 2. Deliberate the offer of a financial or other incentive to business prospects described by Subdivision 1 above.**

**MEETING DATE:    November 3, 2015**

**Presentation will be made at  
Tuesday's meeting**