



Town of Pine Island
36722 Brumlow Rd
Hempstead TX 77445-9166
Pine.island.tx@gmail.com

Town of Pine Island Regular Council Meeting Agenda

Tuesday, February 4, 2025 – 6:45 P.M.

Notice is hereby given that the Town Council of the Town of Pine Island, Texas will meet for a Regular Called Meeting on Tuesday, February 4, 2025 at 6:45pm. The Meeting will be held at the Town of Pine Island City Hall located at 36722 Brumlow Rd. Said meeting will be for the purpose of transacting regular business of the Town of Pine Island, Texas.

The Town Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D. Any formal action, if any, will be taken in open session.

This agenda has been reviewed and approved by the Town's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

1. Call Meeting to order at 6:45pm
2. Items of Community Interest. Pursuant to Texas Government Code Sec. 551.0415, a member of the Town Council or Town staff may make an announcement about items of community interest during a meeting of the governing body without having given notice of the subject of the announcement including: expressions of thanks, congratulations, or condolence; or information regarding holiday schedules; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision.
3. Public Hearing regarding Department of Agriculture Community Development Block Grant (TxCDBG) for program years 2025-2026. If awarded the Grant fund is \$750,000.00.
4. Public Comment. The Town Council welcomes public comments at this point on any issue. If the issue is listed on the agenda, the speaker may choose to comment during the Public Comment period or when the specific agenda item is taken up by the Council later in the meeting. The Council cannot respond to or discuss matters raised during public comment. The Council may only provide factual information, refer the item to a staff member, or request the item be added to a future meeting agenda. Speakers shall limit their comments to three (3) minutes each.
5. Discussion and consider action to approve Minutes and Financial Statements from January meeting.
6. Consent Agenda. All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired by any Council Member on any item, that item will be removed from the consent agenda and will be considered separately as part of the regular agenda:



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- a) Approve invoice(s) for Sheri Ordner and Administrative Expense(s);
- b) Approve invoice(s) for San Bernard for City Hall and security light;
- c) Approve payment(s) to Waller County for OSSF Agreement;
- d) Approve invoice(s) for Melchor Lawn Service;
- e) Approve invoice(s) for Four X Landscaping maintenance;
- f) Approve invoice(s) for Burchfield's monthly septic service;
- g) Approve invoice(s) for Brian McDougal/McDougal Associates;
- h) Approve payment(s) to Sandra Ortuno for monthly City Hall cleaning;
- i) Approve invoice(s) for AT&T Cell service for City Hall;
- j) Approve invoice(s) for Rise Broadband internet for City Hall;
- k) Approve invoice(s) for Capital One Credit Card for city hall purchases;
- l) Approve invoice(s) for Terminix;
- m) Approve invoice(s) for TML;
- n) Approve invoice(s) for Messer Fort, Josh Brockman-Weber;
- o) Approve invoice(s) for Western Rock.

7. City Secretary report

8. City Manager report

9. New Business: Council will individually consider and possibly take action on any or all of the following items:

- a) Discuss and consider action on city limit signs for the Town of Pine Island on all major entrances and exits of the city. Requested by Commissioner Brownshadel.
- b) Discuss and consider action on making Town of Pine Island the default location on electronic devices. Requested by Commissioner Brownshadel.
- c) Discuss and consider action on reaching Pine Island citizens with news and information. Requested by Commissioner Payton.
- d) Discuss and consider action to award bids to construct an American's with Disabilities (ADA) approved parking pad and sidewalk, installed on the South side of City Hall and authorize the mayor to sign any construction contracts; tabled at January meeting.
- e) Discuss and consider action on approval of resolution for Town of Pine Island Approval of Hazard Mitigation Action Plan Update.
- f) Discuss and consider action on approval of renewal of Burchfield's Septic contract with the Town of Pine Island for the monthly routine scheduled septic check visits and authorize the execution of any needed contract.
- g) Discuss and consider action to remove Billy Gilchrist as an authorized signer from all City financial accounts and add Karen Payton as an authorized signer to all City accounts including Prosperity Bank and any related City checking accounts.
- h) Discuss and consider action on Ordinance 2025-02-04 ordering the General Election for May 2025 for seats of Mayor and Commissioner #1, at large.
- i) Discuss and consider action on a Request for Qualifications (RFQ) for a Zoning Ordinance and a Comprehensive Plan.
- j) Discuss and consider action on applying to the Texas Target Communities program at Texas A&M University-College of Architecture.



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- k) Discuss and consider action on approaching property owners on FM 359 regarding annexation inside the city limits.
10. Discussion on items to be placed on future agenda for discussion and possible action.
11. Adjournment

POSTING CERTIFICATION

I certify that the above agenda was posted at City Hall on the **1st of February, 2025 by 6:00PM**

Sheri Ordner, Town Secretary