

**CITY COUNCIL - REGULAR MEETING**

**City of El Campo**

**315 EAST JACKSON STREET, EL CAMPO, TX 77437  
City Hall - Council Chambers 6:30 PM - February 26, 2018**

**Meeting Minutes**

**1. CALL TO ORDER**

Mayor Collins called the meeting to order at 6:30 P.M.

**2. ROLL CALL**

Attendee Name	Title	Status	Arrived
Randy Collins	Mayor	Present	
Richard Young	Mayor Pro-Tem	Present	
Anisa Longoria Vasquez	Council Member	Present	
Jeff Allgayer	Council Member	Present	
Gloria Harris	Council Member	Present	
Tommy Hitzfeld	Council Member	Present	
John Hancock	Council Member	Present	

City Staff Present: City Manager Mindi Snyder, Deputy City Manager Courtney Sladek, Chief of Police Terry Stanphill, Building Official Liz Staff, City Secretary Lori Hollingsworth, Planning Director Penny Hornsby, Municipal Court Judge Michelle Roy, Public Works Director Kevin Thompson, EMS Director Chase Nielsen, Assistant Finance Director Brittni Staff, Utilities Director Jerry Lewis, ECPD Patrol Officer Cindy Cardenas, ECPD Patrol Officer Zack Stafford and ECPD Patrol Officer Chulawnemelie "Chuck" Okafor.

Media Present: News Editor Shannon Crabtree, El Campo Leader-News.

Guests Present: Dan Franz, Tim Sanders, Paul O'Leary, Brian Wells, James Ray Cox, Destiny Ramos, Jose Ramos, Lydia Hernandez, Ayden Ramos, Catherine Johnson, David Giesel and Philip Miller.

**3. PLEDGE OF ALLEGIANCE AND INVOCATION**

Mayor Collins led the Pledge of Allegiance, followed with the Invocation performed by Council Member Vasquez.

**4. PUBLIC COMMENTS**

At this time, any person with city-related business, not scheduled on the agenda, may speak to the City Council. In compliance with the Texas Open Meetings Act, the City Council is limited to making a statement of specific factual information in response to the inquiry, or reciting existing policy, but may not discuss, deliberate, or take any action on any item. Each speaker will be limited to 3 minutes. The issue may be placed on a future agenda for consideration.

Chief Stanphill introduced three (3) new City of El Campo Police Department hires, Patrol Officer Cindy Cardenas, Patrol Officer Zack Stafford and Chulawnemlie "Chuck" Okafor.

City Attorney Ronald Collins administered the oaths of office to each new Patrol Officer.

**5. CONSIDERATION OF AND ACTION ON MINUTES**

1. City Council - Regular Meeting - Feb 12, 2018 6:30 PM

Council Member Harris made the MOTION to accept as presented, the City Council Regular Meeting Minutes from February 12, 2018, and Council Member Vasquez Seconded.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Gloria Harris, Council Member
<b>SECONDER:</b>	Anisa Longoria Vasquez, Council Member
<b>AYES:</b>	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld, Hancock

## 6. CONSIDERATION OF AND ACTION ON

### 1. DOC-2018-8 FY17 Audit

Todd Pruitt, Partner with Patillo, Brown and Hill, LLP will present the FY17 Audit.

The audit was reviewed by the Finance Committee with staff and Mr. Pruitt on Tuesday, February 20, 2018 and all recommend adoption as presented.

Paul O'Leary, FY17 Audit Supervisor, with Pattillo, Brown and Hill presented an overview of the Independent Auditors Report (Opinion Letter) and Government Auditing Standards Report. An un-modified opinion, commonly referred to as a clean opinion, was issued and is the highest opinion that can be given. The Government Auditing Standards report states there are no significant deficiencies or material weakness.

Council Member Hancock made the MOTION to accept as presented the Fiscal Year 2017 Audit and Council Member Hitzfeld Seconded.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	John Hancock, Council Member
<b>SECONDER:</b>	Tommy Hitzfeld, Council Member
<b>AYES:</b>	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld, Hancock

### 2. DOC-2018-9 Award Contract for Engineering of Water and Sewer Line Extension

Staff solicited proposals for engineering of water and sewer line extension; and lift station to the proposed RV Park. Proposals were due on February 8, 2018. Staff received 7 proposals, from the following firms: Jones Carter, Urban Engineering, KSA, TGB Group, BEFCO Engineering, Brinkley and Barfield Consultant Engineers, and FSC Inc.

Courtney Sladek and Jerry Lewis completed evaluations on the proposals and recommend BEFCO. This firm has extensive background in designing and implementing these types of projects. Attached is the engineering agreement and the scope of work, totaling \$156,000 and includes engineering services for the following:

1. Extend new waterline approximately 6,100 linear feet from the existing 12-inch waterline located on the south side of East Jackson Street to the south side of CR 451
2. Construct new sanitary sewer lift station
3. Construct approximately 2500 linear feet of sanitary sewer force main from the new lift station west
4. Construct approximately 5450 linear feet of gravity sanitary sewer line from the new lift station north to the south side of CR 451

Mayor Pro-Tem Young made the MOTION to approve as amended the Contract for Engineering of Water and Sewer Line Extension to BEFCO Engineering, Inc. and Council Member Allgayer Seconded.

<b>RESULT:</b>	<b>APPROVED AS AMENDED [6 TO 1]</b>
<b>MOVER:</b>	Richard Young, Mayor Pro-Tem
<b>SECONDER:</b>	Jeff Allgayer, Council Member
<b>AYES:</b>	Collins, Young, Allgayer, Harris, Hitzfeld, Hancock
<b>NAYS:</b>	Vasquez

3. DOC-2018-10 Award of the Tres Palacios Creek Project bid

This project has been in the works since the initial application in 2010 and is finally at the point of moving forward despite many obstacles along the way. Halff has prepared a memorandum which provides the story of how we got to this point and is actually the support for the request that was submitted to Kathy Hopkins at TWDB to revise the scope/budget. Only two bids were received this time and the cost went up as anticipated due to workloads being heavier and the contractor having to secure sites for removal of the spoils. The current extension will expire this September 2018 but the request also includes a request to extend that to the final contract date of September 2019.

The Comprehensive Plan Committee that had reviewed the bids previously was the go to for review and discussion with the exclusion of Jeff Allgayer since DAM had bid on previous attempts but did not submit a bid this time. Mayor Collins and Mayor Pro-Tem Young both agreed along with staff that the recommendation prepared by Halff that is attached is the direction to take.

Kathy Hopkins intends to submit a letter stating that the request has been forwarded to FEMA for their approval and that will be provided at the meeting.

The recommendation is to award the bid to Challenger Services, Inc. with the low bid of \$4,242,498.31 contingent upon approval of the amendment for additional funding so that work can proceed as soon as that is received.

Mayor Pro-Tem Young made the MOTION to award the Tres Palacios Creek Channel Improvement Project to Challenger Services, Inc. in the amount of four million two hundred forty two thousand four hundred ninety eight dollars and thirty one cents (\$4,242,498.31) contingent upon budget amendment approval from FEMA and that the late submission of financial statements by low bidder, did not impact the award and Council Member Hitzfeld Seconded.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Richard Young, Mayor Pro-Tem
<b>SECONDER:</b>	Tommy Hitzfeld, Council Member
<b>AYES:</b>	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld, Hancock

4. DOC-2018-11 City of El Campo Social Media Disclaimer

This disclaimer establishes the official City of El Campo social media page(s) as informational only and that under no circumstances be considered a public forum. The social media disclaimer is attached for your review.

Staff recommends adoption of the City of El Campo Social Media Disclaimer.

Mayor Pro-Tem Young made the MOTION to approve the City of El Campo Social Media Disclaimer as presented, and Council Member Vasquez Seconded.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Richard Young, Mayor Pro-Tem
<b>SECONDER:</b>	Anisa Longoria Vasquez, Council Member
<b>AYES:</b>	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld, Hancock

5. FY 19 Budget Calendar

Included is the proposed FY 19 Budget Calendar. Dates in August and September are of particular importance, as they include the hearing dates.

6. Joint Meeting with the CDC

The CDC was not able to make a meeting work prior to the City Council meeting on February 12th as originally planned and they have suggested meeting at 4:00 on Monday, March 26th so this item is included to discuss that date and the time as well as the location.

Unanimous consensus, for a Joint Workshop between City Council and the City Development Corporation on March 26th, 2018, 5:00 PM at City Hall Council Chambers.

<b>RESULT:</b>	<b>NO ACTION REQUIRED</b>
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7. **ADJOURN**

There being no further business to discuss, Mayor Collins called the meeting adjourned at 7:06 P.M.

Attest:

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Lori Hollingsworth, City Secretary

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Randy Collins, Mayor