

CITY COUNCIL - WORKSHOP

City of El Campo

**315 EAST JACKSON STREET, EL CAMPO, TX 77437
City Hall - Council Chambers 5:00 PM - November 26, 2018**

Meeting Minutes

1. CALL TO ORDER

Mayor Collins called the workshop to order at 5:02 p.m.

2. ROLL CALL

Attendee Name	Title	Status	Arrived
Randy Collins	Mayor	Present	4:55 PM
Tommy Hitzfeld	Mayor Pro-Tem	Present	4:55 PM
Chris Barbee	Council Member	Present	4:55 PM
Philip Miller	Council Member	Present	4:55 PM
Jeff Allgayer	Council Member	Present	4:55 PM
Gloria Harris	Council Member	Absent	
John Hancock	Council Member	Late	5:05 PM

City Staff: City Manager Mindi Snyder, Deputy City Manager Courtney Sladek, City Secretary Lori Hollingsworth, Utility Director Jerry Lewis, Building Official Liz Staff, Police Chief Terry Stanphill, Aquatic Center Manager Stephen Nadolski, Municipal Judge Michelle Roy, Public Works Director Kevin Thompson, Planning Director Jai McBride, Personnel Director Rene Garcia and Attorney Ashley Tegeler.

Media: None.

Guests: Jude Allgayer.

3. COUNCIL DISCUSSION AND COMMENT

1. Comprehensive Plan Review

Staff will resume the presentation on the 2017 Comprehensive Plan Update.

City Manager Mindi Snyder opened the workshop with the video "Our Home Our Decision" produced by Texas Municipal League and felt this was the perfect segue into capital requirements. The current budget is very lean in spite of rising needs and demands placed on employees. The water and wastewater systems are vital to all of our community and does require maintenance along with replacement and repair when required.

City Manager Mindi Snyder continued with the comprehensive plan presentation:

Water System Recommendations	Estimated Construction Magnitude	Fiscal Year
Water Tank Maintenance Plan - Annual Preventive Maintenance	\$45,000	Annual
Small Diameter and AC Pipe Replacement Program	TBD	Annual
Apply for CDBG Funding	\$50,000	Bi-annual
SCADA for Tanks and Pump Stations	\$130,000	2017
Monseratte Plant - MCC Panel Replacement	\$90,000.00	2017
Wilson Plant - Soft-starter/VFD Installation	\$116,500.00	2017
Water Master Plan/Hydraulic Model	\$35,000	2018
Fencing Upgrades and Site Beautification	\$25,000	2018

The small diameter and AC pipe replacement is ongoing and unfortunately the budgeted funds are limited, the city applies for the Community Development Block Grants as frequently as allowed. The SCADA system is now complete on both the water and sewer systems. The Monseratte and Wilson plants both required several operational repairs. The updated water model is now complete and is essential in completing the impact fee study. The fencing upgrades are being worked on currently. Keep in mind that these are not all of our needs but were identified as top priorities.

Wastewater System Recommendations	Estimated Construction Magnitude	Fiscal Year
Sanitary Sewer Replacement Fund	\$400,000	Annual
Vacuum Truck Acquisition	\$250,000	2018
Preventive Maintenance Crew	TBD	2018
Lift Station Generators	TBD	TBD
Lift Station Data Loggers	\$25,000.00	2017
Dewatering System Upgrades - Belt Press or Other	\$500,000	TBD
Sand Filter and Reuse System Construction	\$500,000	TBD
Grease Disposal Outlet at WWTP	\$20,000	2018
Wastewater Master Plan/Hydraulic Model	\$40,000	2018
Fencing Upgrades and Site Beautification	\$25,000	TBD

The vacuum truck was identified as a invaluable piece of equipment that is used to clean out manholes, valve boxes and remove debris out of lift station wet wells. Ideally the purchase of a commercial grade unit that is truck mounted equipped with a telescoping arm and a jet system to aide in line clean-outs. This item was not able to be funded for in the FY2019 budget however, the option for a lease purchase is a viable option worth consideration. The treatment plant was recently equipped with backup generators however funds have not been available for the lift stations generators.

Stormwater System Recommendations	Estimated Construction Magnitude	Fiscal Year
Tres Palacios Creek - US59 Downstream - Regional Detention and Channel Improvements	\$6,000,000	2017
Tres Palacios Creek - BUS59 to US59 - Channel Improvements	\$9,800,000	TBD
Tres Palacios Creek - Upstream of BUS59 - Easement Acquisition and Slope Stabilization	TBD	TBD
Blue Creek - Channel Widening and Culvert Improvements	\$2,600,000	TBD
Coordination with TXDOT - BUS59 and US59 Culvert Upgrades	-	TBD
Floodplain Management - Fill and Freeboard Ordinances	-	2017
Stormwater Management - Allow BMPs; Require Detention	-	2017
FM2765 - North Mechanic to Blue Creek	\$120,000	As Opportunity Arises
Town & Country Subdivision	\$700,000	
Sue Street - Judy Lane to Humphrey Lane	\$625,000	
Avenue F at Pecan Street	\$475,000	
Downtown/North Mechanic Outfall	\$3,200,000	
North Wharton Street Outfalls	\$225,000	
Hoskins Broadway Outfall	\$575,000	
East Monseratte Outfall	\$625,000	
Tres Palacios Creek to US 59	\$775,000	

The Tres Palacios Creek project has obtained a Notice to Proceed and should be underway. This project was identified as a drainage concern years ago and continues to be a top priority. Blue Creek is identified as another concern and will be addressed as funding and grant opportunities become available. Coordination with TXDOT is on going. A freeboard ordinance is in the works to require all building and structures be a foot above the base flood line (100 year flood). Stormwater management is currently in our best practices program and working on the stormwater prevention program. The list of projects that are identified needing drainage improvements and street rehabilitation is addressed as funding is available but resources are very limited.

Transportation System Recommendations	Estimated Construction Magnitude	Fiscal Year
East Loop improvements	TBD	As Opportunity Arises
St. Luke's	TBD	
Improvement to Wharton Street	TBD	
FM 1162 (Upgrade Shoulders)	TBD	
Frontage Road tie in at FM960	TBD	
Sam Bishkin & Wilson Road Extensions	TBD	

These cost our enormous and very hard to quantify. TXDOT will not secure the East Loop right-of-ways and if it is our priority it will be our responsibility to secure them. Providing an additional route / entrance for St. Luke's street and create a through fare to South Street. Improvements to Wharton Street is recommended to be a three lane and TXDOT does have this on their current plan. FM 1162 shoulder rehabilitation is needed since they are currently non-existent. Sam Bishkin extension all the way through the industrial park and Wilson Road going all the way South to Highway 59. In the near future there will be an updated thorough fare plan presented.

Parks & Recreation System Recommendations	Estimated Construction Magnitude	Fiscal Year
Centrally-located skate park	\$50,000	2018
Spray park	\$200,000	2019
New lawn games throughout the park system	TBD	TBD
Disc golf course (equipment & clearing)	\$50,000	TBD
Amphitheater (stage, seating, utilities)	\$250,000	TBD
New large group pavilions throughout the park system	\$80,000 each	As Opportunity Arises
Parks will be landscaped to increase restorative benefits	TBD	
Play equipment will be increased in all parks and damaged equipment will be repaired or replaced	\$50,000 each	

Parks & Recreation Programming Recommendations	Estimated Construction Magnitude	Fiscal Year
Conduct concept master plans for Willie Bell Park	\$30,000	2018
Conduct concept master plans for friendship Park	\$30,000	2018
Conduct a feasibility study for a new indoor recreation center	\$30,000	TBD
Provide improvements to existing parks	TBD	As Opportunity Arises
Expand soft programming opportunities throughout the park system	TBD	

The opening of Legends Skate Park happened earlier this month. The original master plan for Legacy Park identified a spray park that has yet to be funded. The disc golf course is currently being considered and has been identified as a priority. The amphitheatre was also in the Legacy Park master plan and currently remains unfunded. Landscaping and maintenance is continuously ongoing and the replacement of play equipment is considered as grants and funding becomes available.

Concept master plans for Willie Bell and Friendship Parks have been completed along with a feasibility study for a new indoor recreation center. Provide improvements to existing parks and the expansion of soft programming opportunities throughout all parks is an ongoing priority that is often tabled due to budget constraints.

These are not in a ranked order of priority and we continue to do as much as we can without a tax increase. There is a greater list of needs than there is funds and we continue to work through all the priority lists.

The following list of recommendations identified in the 2017 update are all either currently being reviewed and evaluated or will be in the near future. Keep in mind these are all significantly lengthy processes and will require some time.

Recommendation	Responsibility	2017 Update Chapter
1. Re-engage the Planning & Zoning Commission as an active participant to focus on long range planning and implementation of the Comprehensive Plan	Planning Director	All
2. Update the future land use plan to incorporate the three strategic planning areas	Planning Director	7
3. Implement the annexation plan	Planning Director	7
4. Adopt floodplain management (fill & freeboard) and Stormwater Management (Allow BMPs; Require Detention) Ordinances	Public Works Director	8
5. Adopt the new Thoroughfare Plan & revised Design Manual Table 6.2	Public Works Director	9
6. Conduct a strategic transportation review of the Avenue C and SH 71 intersection	Public Works Director	9
7. Conduct a strategic transportation review of Wharton Street between its connection with SH 71 on the south and its connection with SH 71 on the north.	Public Works Director	9
8. Prepare an access management plan for frontage roads along the US 59 bypass (IH 69).	Public Works Director	9
9. Adopt a parkland dedication ordinance	Planning Director	10
10. Expand residential code enforcement program	Planning Director	11
11. Perform a diagnostic of and revise the zoning code	Planning Director	11
12. Create an economic incentive program for housing	Planning Director	11

As you can see the needs are great and the funds are extremely limited. Lots of Cities are finding new and creative ways to generate revenue aside from a tax increase. One item previously discussed was the quarter percent (1/4 %) sales tax distribution, this option would need to be submitted to the voters.

4. ADJOURN

There being no further discussion, Mayor Collins adjourned the workshop at 6:24 p.m.

Attest:

Lori Hollingsworth, City Secretary

Randy Collins, Mayor