

CITY COUNCIL - REGULAR MEETING

City of El Campo

315 EAST JACKSON STREET, EL CAMPO, TX 77437

City Hall - Council Chambers 6:30 PM - July 24, 2017

Meeting Minutes

1. CALL TO ORDER

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	Absent	

City Staff Present: City Manager Mindi Snyder, City Secretary Lori Hollingsworth, Personnel Director Rene Garcia, Planning Director Penny Hornsby, Building Official Liz Staff, Utilities Director Jerry Lewis, Supervisor Public Works Stephen Korenek, Aquatic Center Manager Stephen Nadolski, Assistant Chief of Police Gary Williamson and Executive Director Carolyn Gibson, City Development Corporation.

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

Guests Present: Charles Kalkomey, Peggy Reckaway, Samantha Reckaway, Steven Staff and Ed Stnadel.

3. PLEDGE OF ALLEGIANCE AND INVOCATION

Mayor Randy Collins led the pledge of Allegiance and Council Member Vasquez followed with the Invocation.

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.

Mayor Collins offered the podium to anyone wanting to speak on an item not on this evening's agenda, advising that Council would not respond.

Executive Director of the City Development Corporation, Carolyn Gibson took to the podium to announce that the CDC is hosting a Realtor Luncheon on Tuesday August 1, 2017 11:30 PM - 1:00 PM at the Northside Center. The luncheon is sponsored by YK Communications and Winston Sage. She will be discussing all the things going on in El Campo, including fair housing and how we can better work with our realtors.

5. CONSIDERATION OF AND ACTION ON MINUTES

1. City Council - Regular Meeting - Jul 10, 2017 6:30 PM

Council Member Hitzfeld made the MOTION to accept the meeting minutes from City Council on July 10, 2017 at 6:30 PM as presented, Mayor Pro-Tem Young Seconded.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Tommy Hitzfeld, Council Member
SECONDER:	Richard Young, Mayor Pro-Tem
AYES:	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld
ABSENT:	Hancock

6. CONSIDERATION OF AND ACTION ON

1. DOC-2017-47 Award the 2017 Texas Capital Fund Sanitary Sewer Improvements Contract

On Wednesday, July 12, 2017, at 3:00 PM, the five received bids were publicly opened and read in City Hall Council Chambers.

The BID tabulation and recommendation from Jones and Carter are attached for your review.

Charles Kalkomey from Jones and Carter will be here to answer any questions.

Upon review staff recommends Vaught Services, LLC., which submitted the lowest Base Bid proposal in the amount of two hundred sixty three thousand three hundred twenty dollars (\$263,320.00) with an Alternate A of sixty eight thousand dollars (\$68,000.00) for a total amount of three hundred thirty one thousand three hundred twenty dollars (\$331,320.00), with the contract time of one hundred twenty (120) calendar days.

Council Member Harris made the MOTION to award the 2017 Texas Capital Fund Sanitary Sewer Improvements Contract to Vaught Services, LLC in the sum of three hundred thirty one thousand three hundred twenty dollars (\$331,320.00) and Mayor Pro-Tem Young Seconded.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gloria Harris, Council Member
SECONDER:	Richard Young, Mayor Pro-Tem
AYES:	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld
ABSENT:	Hancock

2. DOC-2017-48 Award the 2017 Sanitary Sewer Improvements Contract

On Wednesday, July 12, 2017, at 3:00 PM, the six bids received were publicly opened and read in City Hall Council Chambers.

The BID tabulation and recommendation from Jones and Carter are attached for your review.

Charles Kalkomey from Jones and Carter will be here to answer any questions.

Upon review staff recommends Vaught Services, LLC., which submitted the lowest Base Bid proposal in the amount of three hundred twenty thousand four hundred fifteen dollars (\$320,415.00), with contract time of one hundred twenty (120) calendar days.

Council Member Harris asked for clarification between the two. City Manager Mindi Snyder this is the annual 2017 Sanitary Sewer Improvements and the other is a Texas Capital Fund Grant. Mayor Pro-Tem Young wanting to clarify that the budgeted amount was four hundred thousand dollars (\$400,000.00). City Manager Snyder stated correct. Mayor Pro-Tem Young acknowledging the potential to come in nearly eighty thousand (\$80,000.00) under budget, City Manager Mindi Snyder concurred. Mayor Pro-Tem Young made the MOTION to award the 2017 Sanitary Sewer Improvements Contract as presented to Vaught Services, LLC in the total

amount of three hundred twenty thousand four hundred fifteen dollars (\$320,415.00) and Council Member Harris Seconded.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Young, Mayor Pro-Tem
SECONDER:	Gloria Harris, Council Member
AYES:	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld
ABSENT:	Hancock

3. Rifle-Resistant Body Armor Grant Program

The Office of the Governor will allocate up to \$25 million to fund a rifle-resistant body armor grant program for peace officers in the State of Texas. The grant will allow agencies to purchase either complete or partial rifle-resistant body armor for certified peace officers. The resolution authorizes the El Campo Police Department to apply for the grant and designates the Chief of Police to act as the City's authorized official in all matters pertaining to the City's participation in the grant program.

CITY OF EL CAMPO, TEXAS RESOLUTION NO. R2017-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAMPO, TEXAS, AUTHORIZING THAT THE RIFLE-RESISTANT BODY ARMOR GRANT PROGRAM BE OPERATED FOR THE 2018 FUNDING CYCLE; AND AUTHORIZING THE CHIEF OF POLICE TO ACT AS THE CITY'S AUTHORIZED OFFICIAL AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE GRANT PROGRAM

Assistant Chief of Police Gary Williamson stated that this does not require any matching funds. Council Member Harris made the MOTION to approve Resolution No. R2017-13 authorizing the El Campo Police Department to apply for the Rifle-Resistant Body Armor Grant and designating Chief of Police Terry Stanphill to act as the City's authorized official in all matters pertaining to the City's participation in the grant program. Council Member Hitzfeld Seconded.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gloria Harris, Council Member
SECONDER:	Tommy Hitzfeld, Council Member
AYES:	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld
ABSENT:	Hancock

4. DOC-2017-49 2017 Seal Coat Cost Analysis

At the last Council meeting, staff presented the bids for the 2017 Seal Coat Rehabilitation project and recommended James Construction Group, which submitted a bid of \$1.93/SY. This bid allowed for an approximate additional 8,200SY to be included in this year's project (highlighted green in the table). The estimated cost for the 2017 project, including level-up costs, is \$400,412.00.

This item is just to clarify that the City Council awarded the contract to James Construction for the estimated quantity of approximately 163,000SY, which was awarded by the total dollar amount of \$314,950 at the last meeting, and we can add up to 25% which covers the 8,200SY included as additional for a total of approximately 171,200SY total at the \$1.93SY unit price. The City Council action needed is to clarify adding the 8,200SY additional since a fixed dollar amount was part of the previous motion rather than a unit price.

Mayor Pro-Tem Young made the MOTION to amend the amount awarded to be one dollar and ninety three cents a square yard (\$1.93/SY) and approve the additional 8,200SY of seal coating to the previously awarded 2017 Seal Coat Contract and Council Member Hitzfeld Seconded. Mayor Collins asked if there was any further discussion. Council Member Harris asked what the budgeted amount for seal coating is. City Manager Mindi Snyder responded it was four hundred thousand dollars (\$400,000.00) and the four hundred twelve dollars (\$412.00) over would be covered by salary savings due to the number of vacancies in the streets department. With no further discussion, Council voted.

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

5. LCRA Grant Application

LCRA offers the Community Development Partnership Program, which awards grants to communities in their service area. The current application deadline is July 31st, and funds will be awarded in September. With the current condition of the existing park equipment and the direction from the Community Service Board in the past of reviewing equipment for replacement in this park, this was selected as a smaller scale project that fit the LCRA criteria. Julie Nash will be working with the Community Service Board on priorities and direction for future grant applications.

Staff recommends application for a grant in the amount of \$20,000 for a replacement play structure in Rotary Park. A \$5,000 match is included in the FY18 Proposed Budget. The total project is just under \$25,000. The proposed grant will cover the play structure, shipping and installation.

Attached are images of the existing equipment, as well as the quote and image of proposed equipment. No formal resolution is required for the LCRA proposal that will be submitted online but Staff if presenting this information for input and direction as it was recently brought up at a meeting.

Council Member Vasquez asked if this would entail removing the existing play equipment. City Manager Mindi Snyder responded yes, if grant is awarded the current play equipment would be removed and replaced. Mayor Pro-Tem Young stated it would be a product liability to start replacing parts and doing repairs. After a short discussion, Council agreed that staff should submit the LCRA grant application.

RESULT:	NO ACTION REQUIRED
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6. Schedule Joint Meeting with ECISD for 5:00 pm on Monday, September 25, 2017

Ms. Haris had requested that we set up a joint meeting with ECISD with new members on both groups just to allow an open dialogue and opportunity to see if there is anything that may be need to be considered in terms of a working relationship going forward. Since we had discussed setting the second Monday meeting of each month as a workshop and August will be dedicated to the budget process, this appeared to be the first opportunity. Please let staff know if there are any conflicts with this date and also the preferred meeting place as we could utilize either Northside Education Center or the Civic Center.

After a brief discussion, Council unanimously agreed upon Monday September 25, 2017, at 5:00 PM for the joint meeting with the El Campo Independent School District (ECISD), to be held here at City Hall Council

Chambers.

RESULT: NO ACTION REQUIRED

7. Site Plan for Property after Demo

The process of closing down the former PS building is underway. Final server and communications move scheduled for 7/19/17, but as of 7/20/17 there is still some equipment that needs to be moved. Salvage of some interior items and HVAC units for possible use at the other City buildings will commence soon. Staff requests direction from Council on the course of action with regard to the building site. The building can be demolished and the site left cleared until a use can be determined later, or the re-construction for the site post-demo can be included in the bid announcement.

Council agreed that the site should be leveled to assure proper drainage and a green space created, until a plan or need develops for the site in the future.

RESULT: NO ACTION REQUIRED

8. DOC-2017-50 Planning and Zoning Commission Appointment

On Wednesday July 12, 2017, Monica Martin resigned from the Planning and Zoning Commission. Per our City Charter sec. 8.03, stating members must reside in the city limits and she is moving outside of the City. Planning Director Penny Hornsby reviewed the board applications that were submitted previously and reported that Lily Khan is willing to serve if appointed.

Resignation from Monica Martin and Lily Khan’s board application are attached for your review.

PLANNING & ZONING Planning-1955; Zoning-1959 3yr Terms

Name	Year Appointed	Term
Sherry Roddy	2006	6/15-6/18
Brandon Zabodyn	2014	6/15-6/18
John VonDerAu	2013	6/15-6/18
Paul John Herrmann	2012	6/17-6/20
Jeff Fuechec	1999	6/17-6/20
Vacancy		
D.B. Lundy	2017	6/17-6/20
City Staff: Planning and Zoning, Penny Hornsby		

Mayor Pro-Tem Young made the MOTION to appoint Lily Khan to serve as a Commissioner on the Planning and Zoning Commission, and Council Member Hitzfeld Seconded.

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

9. FY18 Proposed Budget

At your place, you will find the FY18 Proposed Budget.

The first budget workshop is scheduled for August 14th.

The Proposed Budget for the Fiscal Year 2017 - 2018 was distributed to each Council Member and it was also noted that the proposed budget is available on the City of El Campo website.

RESULT:	NO ACTION REQUIRED
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7. CLOSED EXECUTIVE SESSION

1. DOC-2017-51 Closed Session pursuant to Section 551.072 of the Texas Government Code - will retire into closed session for the purpose of deliberations about the purchase, lease, exchange or value of Real Property - Tres Palacios Creek Drainage Project

Council entered into Closed Executive Session at 6:54 PM, action will be taken after Closed Executive Session.

RESULT:	NO ACTION REQUIRED
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8. RECONVENE AND TAKE ACTION

1. Mutal Release Agreement

MUTUAL RELEASE

THIS MUTUAL RELEASE (“Release”) is executed on this 24th day of July, 2017, by and between THE CITY OF EL CAMPO, TEXAS, (Party A) whose address is 315 East Jackson Street, El Campo, Texas 77437 and **BERNICE BOONE**, Individually, and as Independent Executrix of the Estate of Carl Boone, Deceased, (Party B) whose address is 1626 CR 406, El Campo, Texas 77437.

Reconvene in Open Session at 7:07 PM. Mayor Pro-Tem Young made the MOTION to approve as presented the Mutual Release Agreement regarding the spoils of the Tres Palacios Creek Drainage Project and Council Member Allgayer Seconded.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Richard Young, Mayor Pro-Tem
SECONDER:	Jeff Allgayer, Council Member
AYES:	Collins, Young, Vasquez, Allgayer, Harris, Hitzfeld
ABSENT:	Hancock

9. ADJOURN

There being no further business to discuss, Mayor Randy Collins called the meeting adjourned at 7:09 PM.

Attest:

Lori Hollingsworth, City Secretary

Randy Collins, Mayor