

STATE OF TEXAS
 COUNTY OF BRAZORIA
 CITY OF WEST COLUMBIA

CITY COUNCIL MINUTES
 OF A REGULAR MEETING
 MONDAY, JUNE 10TH, 2019

The City Council of the City of West Columbia, Texas, convenes this the 10th day of June, 2019 at 7:00 p.m. in a regular meeting in the Council Chambers, 512 E. Brazos, West Columbia, Texas.

1. **INVOCATION & PLEDGE.** Invocation was given by Alderman Walker.
2. **ROLL CALL.** City Secretary Kuban called the roll of the Council.
 Present: Mayor Kincannon, Aldermen Tindol, Maynor, Walker, and Biedenfeld. Also present were City Manager Sutherland, City Secretary Kuban and City Attorney Derra Purnell.
 Absent: Alderman Thomas.
3. **MAYOR AND CITY COUNCIL GREETINGS AND PRESENTATIONS:** Kincannon greeted everyone and Walker gave a report on Columbia United and thanked the sponsors.
4. **CITIZENS' COMMENTS:** Sheryl Davis that has homes at 321 and 422 E. Jefferson commended Code Enforcement Officer Mike Azbell on doing a good job of citing those in that area for violations. She also commented on flooding/drainage issues at E. Jefferson and Veterans Dr. that affects her and Alderman Biedenfeld's properties. She offered her assistance in any way needed to help the City alleviate the issue.
5. **CITY MANAGER'S REPORT:** Sutherland reported on the following – *Public Works and WWTP are constantly monitoring river levels and weather forecasts. A master water meter was installed at the shopping center on S. 17th and another is planned at Columbia High School. Smoke testing will wait for drier weather. Weisinger did not make it out to program the pump minder on Well No. 4. The bacteria sample results have come back negative with the draw down test scheduled next. The well is expected to be placed into service sometime in July if TCEQ approval is received. * WWTP permit expires July 1st. It is currently under technical review while the 30-day comment period of the renewal is in place. * Officer Proggess will start K-9 training in the next three weeks. The Blue Santa and K-9 Unit shrimp boil fundraiser is scheduled for June 29th. Best Practices inspection for certification will be held this week. * A meeting was held with the engineers for the TxDOT Hwy 36 Widening project with areas just south of the cell phone tower and behind the old American Savings and Loan building being proposed for retention. * City personnel will be attending financial training next month for the Texas Parks and Wildlife Grant awarded for the downtown pocket park. * Backyard Fireworks is scheduled at First Capitol Park on July 4th and is sponsored by the Parks Board and HEB. * The final billing cycle for VCUD was completed as of May 31st. They have agreed to the city's interim meter reading proposal for the next three months at a per meter charge. * The city manager will be out of the office June 10th through 14th, using personal vacation leave, to participate in Columbia United. * City offices will be closed Thursday, July 4th.
6. **CONSENT AGENDA:**
 - A. **APPROVAL OF MINUTES FROM PREVIOUS MEETING(S).** Minutes were submitted in Council packet.
 - B. **CITY TREASURER'S REPORT.** Reports were submitted in Council packet.
 - C. **POLICE DEPARTMENT REPORT.** Reports were submitted in Council packet.

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- D. MUNICIPAL COURT REPORT. Report was submitted in Council packet.
- E. FIRE DEPARTMENT REPORT. Reports were submitted in Council packet.
- F. FIRE MARSHAL REPORT. Report was not submitted in Council packet.
- G. PUBLIC WORKS REPORT. Report was submitted in Council packet.

Motion was made by Biedenfeld and seconded by Tindol to approve all consent agenda reports that were submitted. All voted Aye.

- 7. ITEMS REMOVED FROM CONSENT AGENDA: There were none.
- 8. PUBLIC HEARING – WINE AND BEER RETAILER’S OFF-PREMISE PERMIT FOR STRIPES STORE 4095H AT 101 E. BRAZOS BY 7-ELEVEN NEW SSP BEVERAGE, LLC. Kincannon opened the public hearing at 7:15 p.m. to discuss Stripe’s application for a Beer and Wine Retailer’s Off-Premise Permit. They have only held a Beer Permit in the past. There being no public comments or opposition, Kincannon closed the public hearing at 7:16 p.m.
- 9. NEW BUSINESS:
 - A. CONSIDER AUTHORIZING CITY SECRETARY SIGNATURE ON WINE AND BEER RETAILER’S OFF-PREMISE PERMIT FOR STRIPES STORE 40975H AT 101 E. BRAZOS BY 7-ELEVEN NEW SSP BEVERAGE, LLC.: Motion was made by Biedenfeld and seconded by Tindol to authorize the City Secretary’s signature on Stripes Beer and Wine Retailer’s Off-Premise Permit. All voted Aye.
 - B. CONSIDER NEGOTIATING ENGINEERING CONTRACT FOR WATER LINE TO WASTEWATER TREATMENT PLANT: It was reported that Requests for Qualifications were received from Strand Associates and Baker & Lawson, Inc. Motion was made by Walker that was seconded by Biedenfeld to authorize city manager to negotiate contract for engineering services for the water line to the WWTP. All voted Aye.
 - C. CONSIDER NEGOTIATING ENGINEERING CONTRACT FOR UTILITY LINE FOR W. BRAZOS ANNEXATION: It was reported that Requests for qualifications were received from Strand Associates and Baker & Lawson, Inc. Motion was made by Walker that was seconded by Biedenfeld to authorize city manager to negotiate contract for engineering services for the utility line for the Hwy. 36 annexation. All voted Aye.
 - D. CONSIDER AUTHORIZING THE ADVERTISEMENT OF BIDS FOR MOWING SERVICES: It was discussed that the City would like to contract out mowing services for all parks as the Public Works department no longer has the staff or time to meet these needs. City Attorney Purnell stated that Council did not have to accept lowest bid. Motion was made by Walker that was seconded by Biedenfeld to authorize the advertising of bids for mowing services. All voted Aye.
 - E. CONSIDER BUILDING PERMIT FEES: It was reported that with new legislation, HB852 was effective immediately making the value of a residential project no longer acceptable to be used in the calculation of a building permit. Walker stated he would not agree to any action until there was sufficient time to review the draft ordinance provided at the meeting. After further discussion including Building Official Mike Azbell and City Attorney Purnell and fee recommendation from staff of \$.32 per square foot, Walker made a motion to approve Ordinance No. 669 captioned as
AN ORDINANCE OF THE CITY OF WEST COLUMBIA, TEXAS: (i)

AMENDING CHAPTER 4, "BUILDINGS AND BUILDING REGULATIONS" BY DELETING SECTIONS 4-6, "PERMIT VALUATIONS", AND (ii) ADOPTING A SCHEDULE OF FEES AND CHARGES APPLICABLE TO RESIDENTIAL, COMMERCIAL AND ALL OTHER CONSTRUCTION PERMITS PURSUANT TO SECTION 4-3, "PAYMENT OF FEES REQUIRED.

It was further discussed that all residential permits will be affected and that building permits were the only ones currently based on value. All other permits are a flat fee calculation, although outdated per Purnell. Tindol stated he did not want fees set so high as to discourage building and Azbell responded that the recommended rates were the average based on other cities. Walker amended his motion to include a flat fee of \$20 and a \$20 fee per inspection in addition to the \$.32 per square foot. Tindol seconded the motion and all voted Aye.

- F. CONSIDER REPLACEMENT OF ELECTRONIC TICKET WRITERS: Chief Odin reported that the ticket writers were seven years old and one was completely down with two others starting to malfunction. These models have become obsolete so his request is to replace all four through Tyler Technology in the amount of \$9,740 with funding being split between Police Department and Court Technology funds. Motion was made by Biedenfeld and seconded by Tindol to approve the purchase of new electronic ticket writers. All voted Aye.
- G. CONSIDER PURCHASE OF CEMS RADIO DISPATCH CHANNELS AND CONSOLE: It was reported that the dispatch console has been updated to work with the County and the CEMS channel would need to be upgraded, also. Their current channel being used would be needed for the K-9 Unit. The recommendation of the city manager and Chief Odin is to fund half the cost of the upgrade to allow CEMS use of two of the four new channels and the City use of one for Public Works and a stand-by line for city personnel in times of emergencies. Kincannon recommended funding 100 percent of the cost. Tindol made a motion to purchase four new dispatch channels at 100 percent and Biedenfeld seconded the motion. It was further discussed that the County goes over to the 700 Series radio on October 1st. All voted Aye. CEMS staff was present and Kathy Griner was introduced as the new director.
- H. CONSIDER APPOINTMENT OF MAYOR PRO-TEM: Motion was made by Tindol to appoint Biedenfeld as Mayor Pro-Tem. Maynor seconded the motion and all voted Aye.
- I. CONSIDER RATIFICATION OF PARKS AND RECREATION BOARD BYLAW REVISIONS: It was discussed that the Parks and Recreation Board has recommended to decrease the number of seats from eleven to nine and that they had re-established monthly meetings instead of every other month and the bylaws needed to be updated to reflect these proposed changes. Motion was made by Walker, seconded by Biedenfeld to adopt the revised Parks and Recreation Bylaws. All voted Aye.
- J. CONSIDER APPOINTMENT OF PARKS AND RECREATION BOARD MEMBER: Motion was made by Walker to grant consent to Mayor's appointment of Tim Meuth to the Parks and Recreation Board. Biedenfeld seconded the motion and all voted Aye.

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- K. CONSIDER APPOINTMENT OF RABIES CONTROL AUTHORITY: It was suggested to appoint a county health officer or veterinarian as the City's Rabies Control Authority. Upon further discussion, City Attorney Purnell suggested tabling the item until qualifications are determined and to see if the position has been previously appointed under any other interlocal agreements with the county. No action taken.
- L. BUDGET GOAL SETTING WORKSHOP: Sutherland reported that the budget was currently on par. The department heads were working on theirs and some of the projects include rehab of ground storage tanks, personnel, and the library requesting the city to redo the floors and painting as they would be submitting a Hancher grant application soon. The 2019/20 Proposed Budget would be presented to Council at the July meeting.
10. ADJOURN: Mayor Kincannon adjourned the meeting at 7:49 P.M.


LAURIE B. KINCANNON, Mayor

ATTEST:


KELLI R. KUBAN, City Secretary