

STATE OF TEXAS  
 COUNTY OF BRAZORIA  
 CITY OF WEST COLUMBIA

CITY COUNCIL MINUTES  
 OF A REGULAR MEETING  
 MONDAY, MAY 11TH, 2020

The City Council of the City of West Columbia, Texas, convenes this the 11<sup>th</sup> day of May, 2020, 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 and City Secretary Kuban.  
 Absent: Alderman Thomas and City Attorney.
3. MAYOR AND CITY COUNCIL GREETINGS AND PRESENTATIONS: Kincannon greeted everyone and after reporting four new cases of Corona virus in the community, she encouraged the public to continue to practice social distancing and stay safe. She then reported that due to computer issues the proclamations for Hurricane Preparedness Week, Police Week and EMS Week would be printed and distributed to the various entities.
4. CITIZENS' COMMENTS: There were none.
5. CITY MANAGER'S REPORT: Sutherland reported on the following – \* Sewer line repair and manhole replacement in E. Meadow Ln. area garnered compliments from residents. Ground Storage Tank 2 on Loggins was drained and inspected. \* Approximately 40 commercial accounts who have closed their doors temporarily due to Covid-19 have been suspended and will be restored after they re-opened for business. Late fees and cut-offs have also been suspended and is recommended to continue another month. \* Environmental review and design work on sewer line project on Lee and S. 12<sup>th</sup> St. area funded by General Land Office's CDBG grant has begun. The remainder of the sewer lines in the S. Mattson and S. Ringgold area will be funding by county CDBG program. \* Preliminary documentation for the current COVID-19 event have been submitted to FEMA. Expenditures are less than \$10,000 to date. \* The State Infrastructure Bank loan in the amount of \$770,000 at 2.4% interest is scheduled to be finalized at the end of the month, but may be delayed due to health event. The first two years of the twenty year loan will be interest only and payments are scheduled to begin November 15, 2020. A resolution approving the loan agreement will be brought to council once finalized. \* Condemnation notifications have been mailed to two property owners of proceedings which will be brought before council at June meeting. \* Municipal Court is scheduling to re-open under a revised plan of split dockets to allow for social distancing and safety precautions being taken. \* Swim lessons and Water Aerobics will begin June 1<sup>st</sup> with split schedules to allow for social distancing and safety precautions being taken. July 4<sup>th</sup> Backyard Fireworks will progress under further guidance and regulations from Gov. Abbott. \* City offices will be closed May 25<sup>th</sup> for Memorial Day.
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. Report was submitted in Council packet.
  - D. MUNICIPAL COURT REPORT. Report was submitted in Council packet.
  - E. FIRE MARSHAL REPORT. Report has not been submitted to date.
  - F. FIRE DEPARTMENT REPORT. Report has not been submitted to date.
  - G. PUBLIC WORKS REPORT. Report was submitted in Council packet.
  - H. CONSIDER HOT ADVISORY BOARD FUNDING RECOMMENDATIONS.

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Motion was made by Walker to accept those reports that were submitted including approving HOT Advisory Board funding recommendations for the Museum and the City. The motion was seconded by Tindol and all voted Aye.

7. ITEMS REMOVED FROM CONSENT AGENDA: There were none.
8. PUBLIC HEARING – CONSIDER PROPOSAL TO INSTITUTE ANNEXATION PROCEEDINGS TO ENLARGE AND EXTEND THE BOUNDARY LIMITS OF THE CITY OF WEST COLUMBIA TO INCLUDE A 5.496 ACRE TRACT OF J.H. BELL 1 ½ LEAGUE GRANT ABSTRACT NO. 40, WEST COLUMBIA, BRAZORIA COUNTY, TEXAS KNOWN AS 809 S. 14<sup>TH</sup> STREET: Kincannon entered into a public hearing at 7:18 p.m. and Sutherland reported that the clearing of the Bogy property across from the elementary school had created a lot of interest. With no public comments or questions being made, Kincannon closed the public hearing and convened in an open meeting at 7:19 p.m.
9. OLD BUSINESS.
  - A. CONSIDER AND TAKE POSSIBLE ACTION TO APPROVE A LEASE AGREEMENT WITH THE WEST COLUMBIA CHAMBER OF COMMERCE FOR USE OF A PORTION OF THE SAN JACINTO ROOM LOCATED ADJACENT TO AND ADJOINING CITY HALL: Sutherland reported that after discussing proposal with legal counsel, it was advised to charge what would be equal to a fair market value. The proposed agreement was for a negotiable monthly fee and a portion of the utility expenses. Suggestions ranged from \$200/mo. with roles and duties tied to the agreement to completely suspending rent with charging 50% of utility expenses through the end of the fiscal year and then charging \$100/mo. the first year and \$200/mo. the following year. Chamber CEO/President Casey was not opposed to a graduated fee. Walker stated that moving the Chamber to a city facility would create a picture of unity and recommended a rent amount to be established on paper as “seeding” the rebuilding of the Chamber and to show taxpayers an investment. Casey stated that timing was essential to tout the city as a regional and state destination and collaboration between the City and the Chamber to get the Visitor Center off the ground was also discussed. Her current vision was to have the Chamber needing to expand within three years, so the agreement is expected to be short-term. Biedenfeld stated he would like to see a plan in place to support this vision. Walker made a motion to reject the lease as written and Biedenfeld seconded the motion. There was more discussion of the amount to be charged, description of roles, etc. It was agreed to have legal counsel revise the agreement to be voted on at a special meeting on May 18<sup>th</sup>. All voted Aye.
10. ADJOURN: Mayor Kincannon adjourned the meeting at 8:00 P.M.

  
 LAURIE B. KINCANNON, Mayor

ATTEST:

  
 KELLI R. KUBAN, City Secretary