

The City Council of the City of West Columbia, Texas, convenes this the 14th day of August 2017, 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 Biedenfeld.
2. ROLL CALL. City Secretary Kuban called the roll of the Council.
Present: Mayor Kincannon, Aldermen Thomas, Tindol, Maynor and Biedenfeld.
City Manager Sutherland, City Secretary Kuban and City Attorney Olson.
Absent: Aldermen Walker.
3. MAYOR AND CITY COUNCIL GREETINGS AND PRESENTATIONS: Kincannon greeted everyone and welcomed them to the meeting.
4. CITIZENS' COMMENTS: Judy Tomlin addressed council on behalf of her family, husband Donnis Tomlin and brother and sister-in-law, Robert and Ann Kay who live on W. Texaco Ave. She stated their concerns for safety due to the speeding traffic, mostly during school events and requested a stop sign be placed at Oak and W. Texaco as a preventative measure from future accidents. Kincannon reported that she had contacted CBISD to consider a sidewalk project along the length of this street as it is a major thoroughfare to football and softball fields and to monitor the traffic. This request will be brought back for action next month. Also addressing council was Alma Spears of Bennett St. of her concerns for public health safety regarding the standing water along Brown and W. Jackson in regard to the current Zika virus.
5. CITY MANAGER'S REPORT: Sutherland reported on the following – Loan paperwork is being completed for the USRDA loan and resolution is on this agenda. The pump has been set in the well and property owners have been contacted regarding access to easements for transmission line. * TxDOT sidewalk project is well under way and requests to lower some of the manholes have been submitted. * Matula & Matula will start demo project on Wright properties all along the 500 block of E. Brazos this week. * FEMA kick-off meeting was held and there is a 60-day deadline to submit documentation. * Sidewalk options are being discussed for area between RV annex and Library and TxDOT may be involved. * First Capitol Festival preparations are underway for September 10th. * Storm Debris Removal contract request has been submitted to H-GAC. * The city has acquired a van from Brazoria County with the help of Alderman Thomas. The cost to the city was \$10 and it will be used for tourism.
6. CONSENT AGENDA:
 - A. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S).
 - B. CITY TREASURER'S REPORT. Report was submitted in Council's packet.
 - C. POLICE DEPARTMENT REPORT. Report was submitted in Council's packet.
 - D. MUNICIPAL COURT REPORT. Report was submitted in Council's packet.
 - E. FIRE DEPARTMENT REPORT. Report was submitted in Council's packet.
 - F. CEMS. Report was submitted in Council's packet.
 - G. PUBLIC WORKS REPORT. Report was submitted in Council's packet.
 - H. CONSIDER EDC BUSINESS INCENTIVE GRANT FUNDING RECOMMENDATIONS.
 - I. CONSIDER HOT ADVISORY BOARD FUNDING RECOMMENDATIONS.
Motion was made by Biedenfeld, seconded by Thomas to approve all consent agenda including Business Incentive Grant for Façade, Property and Sign improvements totaling

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\$3,550 for Absolute Insurance Group and HOT funding of \$667.78 for the Chamber, \$571.24 for the Museum, \$3,000 for American Legion, \$476.94 for Varner Hogg Volunteers and \$8,917.64 for the City. All voted Aye.

7. ITEMS REMOVED FROM CONSENT AGENDA: There were none.

8. NEW BUSINESS:

- A. CONSIDER HOTEL OCCUPANCY TAX ADVISORY BOARD APPOINTMENT: Motion was made by Biedenfeld to authorize the Mayor's appointment of Melissa Alexander to the Hotel Occupancy Tax Advisory Board. Motion was seconded by Thomas and all voted Aye.
- B. CONSIDER RESOLUTION AUTHORIZING JAG GRANT APPLICATION: Motion to adopt Resolution #486 in support of Tactical Body Armor grant application was made by Tindol and seconded by Thomas. All voted Aye.
- C. CONSIDER REQUEST FOR EXTENSION OF BANK DEPOSITORY CONTRACT – PROSPERITY BANK: It was discussed that the city's depository contract with Prosperity Bank initially expired in September 2016, but allows for three additional one-year terms. Motion was made by Biedenfeld to approve the second one-year extension request of Prosperity Bank. Tindol seconded the motion and all voted Aye.
- D. CONSIDER ENGAGEMENT LETTER FOR 2016/17 ANNUAL AUDIT – KENNEMER, MASTERS & LUNSFORD: Motion was made by Tindol, seconded by Biedenfeld to approve the engagement of Kennemer, Masters, & Lunsford to conduct the city's 2016/17 Annual Audit. All voted Aye. The agenda incorrectly referred to the 2017/18 Annual Audit.
- E. CONSIDER VOTE TO PROPOSE A TAX INCREASE AND SCHEDULE TWO PUBLIC HEARINGS: Sutherland explained the effective rate being that which would earn the same amount of tax revenue as last year's tax rate and anything above the roll back rate, which is 8% above the effective rate, would require going to the voters. Last year's rate would bring \$92,223 in tax revenue and be considered a tax increase of 2.98%. Sutherland also reminded council that a tax rate could not be adopted higher than the rate proposed. Motion was made by Biedenfeld to propose a tax rate of \$.83000, which is a tax increase of 2.98% above the effective tax rate, to be adopted at a future meeting. Motion was seconded by Thomas. Biedenfeld, Thomas, Tindol and Maynor all voted Aye. Kincannon was present and did not vote. Walker was absent. Biedenfeld then made a motion setting two public hearings for August 28th and September 5th. Motion was seconded by Tindol and all voted Aye.
- F. CONSIDER EDC RECOMMENDATION FOR FUNDING POSITION: It was discussed that the HOT Advisory Board had recently approved the hiring of a part-time Tourism Director of which 50% of Hotel Occupancy tax goes toward funding of the position. The EDC is making a recommendation to fund half of salary and benefits in order to make this a full-time position to include economic development tasks. A detailed job description and salary compensation spreadsheet was distributed for review. It was reported that EDC consultant Robert Worley of The Worley Company was in support of this and would phase out of his contractual obligations. Motion was made by Biedenfeld and seconded by Maynor to approve the EDC recommendation to fund one-half of the full-time position of Tourism Director/EDC Administration. All voted Aye.

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10. ADJOURN: Mayor Kincannon adjourned the meeting at 7:30 p.m.


LAURIE B. KINCANNON, Mayor

ATTEST:


KELLI R. KUBAN, City Secretary