

STATE OF TEXAS  
 COUNTY OF BRAZORIA  
 CITY OF WEST COLUMBIA

CITY COUNCIL MINUTES  
 OF A REGULAR MEETING  
 MONDAY, JUNE 14TH, 2021

The City Council of the City of West Columbia, Texas, convenes this the 16<sup>th</sup> day of June, 2021, at 7:00 p.m. in a regular meeting in the Council Chambers, 512 E. Brazos, West Columbia, Texas.

1. **INVOCATION & PLEDGE.** Invocation and pledge led by Rev. Anthony Hall of Trinity Worship and Outreach Ministries.
2. **ROLL CALL.** City Secretary Kuban called the roll of the Council.  
 Present: Mayor Kincannon, Aldermen Thomas, Tindol, Maynor, Burke and Biedenfeld. Also present were City Manager Sutherland, City Secretary Kuban and City Attorney Rutherford.  
 Absent: None.
3. **MAYOR AND CITY COUNCIL GREETINGS AND PRESENTATIONS:** Kincannon greeted everyone and welcomed newly elected council member, Rory Burke. She then appointed Maynor to the Capital Improvement Committee and appointed Thomas as the chairman. She also volunteered to serve on the Varner Creek Contract Committee. Birthday wishes were extended to Tindol. Recognized as Employees of the Month were Devin Hawkins and Shanna Burton.
4. **CITIZENS' COMMENTS:** Brazoria Telephone Company Director of Operations Dennis Payne presented information of B-Tel bringing fiber optic phone and internet service to West Columbia. \* Alma Spears requested the Parks Board meet to discuss the completion of Dixon Park. \* Cynthia Baldrige requested the city, council and Commissioner Linder work together to clear the brush from the ditches along N. 17<sup>th</sup> St. and any other areas. \* Adrienne Copeland, Lee and Nicole Meader addressed council over concerns of suspicious activity surrounding the Tuff Love rehab sober living property. They requested to feel safe in their community and questioned the facility's regulations, screening process, etc. The city attorney, mayor, city manager and police chief are to follow up and address these concerns. \* Bobby Farris commented that our community is not a bad society and just needs to keep a watch on things. He encouraged the council to keep up the good work.
5. **CITY MANAGER'S REPORT:** Sutherland reported on the following – \* The additional lead and copper testing was completed and are awaiting results. \* TxDOT contractors are back at work on Hwy 36 project Segment 10 and multiple water line breaks have occurred due to the old asbestos-cement pipes. \* Segment 11 will be bid in January 2022. \* Business 35 resurfacing project continues but did not include any drainage improvements. \* CenterPoint Gas is conducting point repairs throughout the city. \* TNMP has been contacted regarding repairs to Ellis Lane when their substation project is completed. They are getting bids. \* No amendment to the cross-connection and backflow prevention ordinance is necessary. \* GST2 demolition bids are being sought and will be presented at the July meeting if they exceed the CM spending authority. \* The city did not receive funding for the GLO-CDBG MIT grant. \* The 40-acre tract on Business Hwy 35 will be addressed at the July meeting by a new developer interested in creating a Public Improvement District and Tax Increment Reinvestment Zone. \* A fundraiser cookoff is scheduled at First Capitol Park for July 30-31 and an alcohol permit has been approved. The July 4<sup>th</sup> Fireworks Display is scheduled for the WCLL fields again this year and HEB has once again sponsored the event. \* Budget Workshop is scheduled for June 28<sup>th</sup> at 7PM. \* The city is hosting BCCA at the Civic Center on July 21<sup>st</sup>. \* City Manager will be on vacation the week of June 14-18 to participate in Columbia United again this year. \* City offices will be closed Monday, July 5<sup>th</sup> for the July 4<sup>th</sup> holiday.

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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 was submitted in council packet.
  - F. FIRE DEPARTMENT REPORT. Report was submitted in council packet.
  - G. PUBLIC WORKS REPORT. Report was submitted in council packet.
- Motion was made by Biedenfeld to accept reports that were submitted. The motion was seconded by Thomas and all voted Aye.
7. ITEMS REMOVED FROM CONSENT AGENDA: There were none.
8. PUBLIC HEARING(S):
- A. PROPOSAL TO INSTITUTE ANNEXATION PROCEEDINGS TO ENLARE AND EXTEND THE BOUNDARY LIMITS OF THE CITY OF WEST COLUMBIA TO INCLUDE A 1.00 ACRE PORTION OF JG DANCE 457.5 ACRE TRACT OF JH BELL 1 ½ LEAGUE GRANT, ABSTRACT 40 KNOWN AS 500 MARSHALL DR.: Kincannon closed the open meeting and entered into a public hearing at 7:38 p.m. to discuss the annexation of 500 Marshall Dr. There were no public questions or comments so the public hearing ended at 7:39 p.m.
  - B. ABATEMENT OF STRUCTURE LOCATED AT 517 E. JACKSON THAT HAS BEEN FOUND TO BE U NOCCUPIED AND UNSECURED AGAINST UNAUTHORIZED ENTRY; INTERIOR AND EXTERIOR CONDITIONS CONSTITUTING HAZARD TO HEALTH, SAFETY AND WELFARE OF CITIZENS, ENDANGERMENT TO PERSONS AND PROPERTY; THERFORE DEEMED DILAPIDATED, SUBSTANDARD AND/OR UNFIT FOR HUMAN HABITATION: Kincannon began the public hearing at 7:39 p.m. to discuss the condemnation of a home that burned on E. Jackson St. Johnny Martinez, the property owner, was present and stated he will be signing the voluntary demolition application with the code enforcement officer. With no other public questions or comments, Kincannon closed the public hearing at 7:41 p.m.
  - C. APPLICATION FOR WINE AND BEER RETAILER'S PERMIT FOR DACK SHACK LOCATED AT 744 S. COLUMBIA DR., STE. C, WEST COLUMBIA TX 77486 BY NIODRA DAVIS AND SUZETTE KYLE, OWNERS: Kincannon began the public hearing at 7:41 p.m. to discuss the Dack Shack's application for liquor license. With no public questions or comments, Kincannon closed the public hearing and reconvened in an open meeting at 7:41 p.m.
9. NEW BUSINESS.
- A. CONSIDER ORDINANCE ANNEXING A 1.00 ACRE PORTION OF JG DANCE 457.5 ACRE TRACT OF JH BELL 1 ½ LEAGUE GRANT, ABSTRACT 40 KNOWN AS 500 MARSHALL DR: Motion was made by Tindol to approve the annexation of 500 Marshall Dr. by adopting Ordinance No. 686 captioned as  
 AN ORDINANCE GRANTING THE PETITION FOR ANNEXATION FILED BY ONE (1) LANDOWNER; PROVIDING FOR THE EXTENSION OF CERTAIN BOUNDARY LIMITS OF THE CITY OF WEST COLUMBIA, TEXAS TO INCLUDE AN ONE (1.00) ACRE TRACT OF LAND OUT OF THAT CERTAIN FOUR HUNDRED FIFTY

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SEVEN AND ONE HALF (457.5) ACRE TRACT OF LAND SITUATED IN BRAZORIA COUNTY, TEXAS DESCRIBED IN VOLUME 7, PAGES 336-338, DEED RECORDS, BRAZORIA COUNTY; PROVIDING THAT SAID TERRITORY BEARS PRO RATA PART OF TAXES; ENTITLING INHABITANTS TO ALL RIGHTS AND PRIVILEGES OF CITIZENS AND BINDING INHABITANTS TO ACTS AND LAWS OF CITY; AND PROVIDING A SAVINGS CLAUSE.

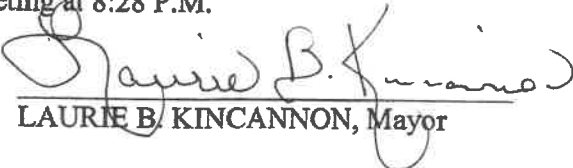
Motion was seconded by Thomas and all voted Aye.

- B. CONSIDER ORDER OF ABATEMENT OF SUBSTANDARD STRUCTURE AT 517 E. JACKSON ST.: Motion was made by Tindol to approve the order of abatement for 517 E. Jackson. Motion was seconded by Biedenfeld. It was discussed that the cost estimate for demolition to be performed by city crew would be needed to complete the voluntary form that Mr. Martinez agreed to sign. All voted Aye.
- C. CONSIDER AUTHORIZING CITY SECRETARY'S SIGNATURE ON WINE AND BEER RETAILER'S PERMIT APPLICATION FOR DACK SHACK LOCATED AT 744 S. COLUMBIA DR., STE. C, WEST COLUMBIA TEXAS BY NIODRA DAVIS AND SUZETTE KYLE, OWNERS: Motion was made by Burke and seconded by Thomas to authorize the city secretary's signature on the wine and beer retailer's permit application for Dack Shack. All voted Aye.
- D. CONSIDER AND CONDUCT FIRST READING OF RESOLUTION APPROVING EDC BUSINESS DEVELOPMENT AGREEMENT WITH CORNERSTONE BUILDERS: Kincannon stated that the EDC required public hearing would be held on June 28<sup>th</sup>. Tindol made motion to approve the first reading of Resolution No. 557 approving the EDC business development agreement with Cornerstone Builders. All voted Aye.
- E. CONSIDER FINANCIAL COUNSEL CONTRACT FOR CERTIFICATES OF OBLIGATION: Mark McLiney of SAMCO Capital addressed council and stated that a contract must be in place before financial advice can be given. It was discussed that he had worked with Sutherland in the past and also that the contract may be cancelled by either party at any time. Motion was made by Biedenfeld and second by Tindol to approve the financial counsel contract with SAMCO Capital. All voted Aye.
- F. CONSIDER AND TAKE ACTION ON A RESOLUTION DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, AND RESOLVING OTHER MATTERS RELATING TO THE SUBJECT: McLiney explained the timeline, requirements, and funding options for the Certificates of Obligation for the Ground Storage Tank 2 project which is estimated as a six million dollar, 30-year bond at 3% interest rate. He distributed handouts with examples of funding through any combination of utility rates, ad valorem taxes and Capital Improvement funds and what increases to each would be necessary to meet the estimated annual bond payment of \$305,000. He stated that the certificates of obligation must be sold before setting the tax rate. He also stated that passing the resolution does not obligate the City. Sutherland reported that bids are being sought for the demolition and this expense would be the only variable in the amount of funding. Motion was made by Tindol to adopt Resolution No. 558 directing the publication of Notice of Intention to issue combination tax and revenue certificates of obligation. Motion was seconded by Burke. All voted Aye.

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- G. CONSIDER CENTRAL EMERGENCY MEDICAL SERVICES DISPATCH CONTRACT: Tindol questioned the contract and the fees were discussed. It was reported that the cost was determined in comparison to that of the Fire Department for the number of calls dispatched. CEMS will pay \$2,000 per month effective October 2021. Motion was made by Biedenfeld and seconded by Burke to approve the CEMS dispatch service contract. All voted Aye.
- H. CONSIDER AWARDING GLO-CDBG SEWER LINE PROJECT SMALL PURCHASE CONTRACT: Kincannon commended staff dealing with the GLO grant. Sutherland reported that the original bids were high so the City will purchase the four (4) manholes directly to drive down the costs. The Project was re-bid and the only one received was from Armorock in the amount of \$44,300 with a 50-year warranty. GLO is requiring council approval of this small purchase contract. Motion was made by Tindol and seconded to Thomas to award GLO-CDBG sewer line project small purchase contract to Armorock. All voted Aye. It was discussed that Armorock is the only company that provides this product.
- I. CONSIDER EDC RECOMMENDATION FOR HdL COMPANIES TO CONDUCT STRATEGIC PLAN – AMERICAN RESCUE PLAN ACT: Kincannon reported that HdL made a presentation to the EDC and economic development is an eligible expense under the American Rescue Plan Act. The EDC board is recommending council allocate funds for economic development projects through a strategic plan. Tindol made a motion to approve a strategic plan and for the use of the ARPA funds and for the city attorney and city manager to negotiate a contract with HdL. Biedenfeld seconded the motion and all voted Aye.
- J. CONSIDER PLAT APPROVAL OF WILLOW FARMS SUBDIVISION: Motion was made by Tindol to approve the subdivision plat of Willow Farms. Motion was seconded by Burke and all voted Aye.
- K. CONSIDER AUTHORIZING DRAINAGE STUDY FOR NORTHEAST WEST COLUMBIA: Motion was made by Tindol to authorize a drainage study for Northeast West Columbia. Thomas seconded the motion. Kincannon stated concerns of spending city funds on a study that other entities should be paying for. The lack of action by the Drainage District was discussed. It was also discussed that the cost of a study was not to exceed \$34,000 and Sutherland stated her faith in Adico and the engineer she and the mayor had met with to conduct the study. All voted Aye.
- L. CONSIDER APPOINTMENT OF MAYOR PRO TEM: Motion was made by Tndol and seconded by Maynor to re-appoint Biedenfeld as Mayor Pro Tem. All voted Aye.
10. ADJOURN: Mayor Kincannon adjourned the meeting at 8:28 P.M.

  
 LAURIE B. KINCANNON, Mayor

ATTEST:

  
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 KELLI R. KUBAN, City Secretary