

STATE OF TEXAS
COUNTY OF BRAZORIA
CITY OF WEST COLUMBIA

CITY COUNCIL MINUTES
OF A REGULAR MEETING
MONDAY, SEPTEMBER 20TH, 2021

The City Council of the City of West Columbia, Texas, convenes this the 20th day of September 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 Alderman Biedenfeld.
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 read proclamations for Fire Prevention Week and National Disability Voter Registration Week. Biedenfeld read proclamation for Constitution Week.
4. CITIZENS' COMMENTS: There were none.
5. CITY MANAGER'S REPORT: Sutherland reported on the following – Public Works is preparing a project for Green Meadows to remove and reset some of the culverts that are as much as 9" above grade. This Dance lift station area will also have sewer lines televised. * Pinnacle Pumping Services began televising the sewer lines leading to Jefferson St. and Sinclair lift station areas and will report on needed repairs. Some line repairs will be identified for Capital Improvement funding. * ADICO Engineering still working on drainage study. * \$6m bond proceeds have been transferred to the city and are ready for disbursement for the Ground 2 Storage Tank project. * TxDOT Hwy 36 Segment 11 has been determined to not be federally funded meaning that they will not pay for infrastructure relocation. * Responses to the Mayor's letter regarding the city's disappointment with GLO-CDBG scoring and not receiving funding prompted a Zoom meeting and staff submitted extensive evidence contrary to their findings for scoring. This will continue to be pursued. * Lee St. area GLO-CDBG sewer line replacement project has begun. * New dispatch consoles have been installed from the Police Department JAG grant. Concrete pads for bleachers at Dixon Park have been poured and a second MLK Celebration Committee grant has been submitted. * Downtown Pocket Park construction continues and a "lay your brick" event was held this past weekend. * Notice of Interlocal Agreement Termination for Permitting of Retail Food Stores and Food Service Establishments had been received from Brazoria County and they have extended the service through the first of the year. A meeting with Commissioner Linder has been postponed due to weather event and has not yet been rescheduled. * National Night Out has been cancelled. *The Village of Surfside Beach is hosting this month's BCCA meeting. * City offices will be closed on October 11th for Columbus Day. * A Hurricane Nicholas update was given: All city facilities stayed operational with a few going on generator power. One was rented for Well No. 4 as the new one had not been delivered. CrowderGulf estimated approximately 5000 cubic yards of debris which is less than the minimum threshold for FEMA reporting or requirement for monitoring services. 219 electrical customers in the 77486 area were without power. Local groups provided meals and helped with clean up of citizen's yards.

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Animal Control officer delivered ice donated by HEB to those in areas without power. Kincannon reported that CenterPoint held two meetings a day with city officials in Lake Jackson and provided meals to their customers without power. She stated that information from TNMP in our area was not handled well and a meeting to better facilitate communication in the future is being scheduled.

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. **CODE ENFORCEMENT AND 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.
 - H. **CONSIDER EDC BUSINESS INCENTIVE GRANT APPLICATION FUNDING.**
 Motion was made by Burke to accept reports that were submitted including approval of EDC funding requests for Barta Lumber Co., Carta Valley Market and the Burridge Building revision. The motion was seconded by Tindol and all voted Aye.
7. **ITEMS REMOVED FROM CONSENT AGENDA:** There were none.
8. **PUBLIC HEARING – PROPOSED TAX RATE OF \$0.800000/\$100. THIS BUDGET WILL RAISE MORE REVENUE FROM PROPERTY TAXES THAN LAST YEAR'S BUDGET BY AN AMOUNT OF \$249,416, WHICH IS A 17.86% INCREASE FROM LAST YEAR'S BUDGET:** Kincannon closed the open meeting and began a public hearing at 7:09 PM. Sutherland presented values of past years to show history of shortage due adjustments and exemptions, etc. stating that taxes are never collected at 100%. She explained that the current tax rate of \$0.730000 is Maintenance & Operation only and the City has not had Interest & Sinking (debt service) since 2009. The \$0.800000 proposed rate by Council is less than the Voter Approval Rate of \$0.803530 and any rate lower than what is proposed may be adopted. She suggested a M&O tax rate of \$0.711170, which is a decrease when compared apples to apples. The I&S or debt service rate is \$0.058258. The total combined rate suggested is \$0.769428. Biedenfeld recommended rounding it up to \$0.770000 and it was stated that Council could not be good stewards and lower the tax rate and still provide services. With no public comments or questions, Kincannon closed the public hearing and reconvened in open meeting at 7:33 PM.
9. **NEW BUSINESS.**
 - A. **CONSIDER AWARDDING BID FOR MOWING SERVICES:** Bids were received from Texas Ranch Maintenance, Cornerstone Lawn Services and Horticare Landscape Management. Total combined bids for Option 1 and Option 2 were \$1,860, \$1,100, and \$2,573 respectively. Motion was made by Biedenfeld and seconded by Burke to award the mowing contract bid to Cornerstone Lawn Service. All voted Aye.
 - B. **CONSIDER RESOLUTION DESIGNATING H-GAC REPRESENTATIVE AND ALTERNATE.** Motion was made by Burke to re-appoint Biedenfeld as the representative and Maynor as alternate by adopting Resolution No. 560. Motion was seconded by Tindol and all vote Aye.

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- C. CONSIDER ENTERING INTO COOPERATIVE PURCHASING INTERLOCAL AGREEMENT WITH CITY OF BAYTOWN: Sutherland stated that the City of Baytown has a cooperative interlocal purchasing program that allows other cities to participate in utilizing vendor contracts that have already undergone the procurement process. Services needed at this time are for disaster debris removal. She reported that the Mayor had signed an emergency order after Hurricane Nicholas to enlist CrowderGulf to assess the damage level. It was determined that the cubic yardage of debris would not meet the minimum threshold for FEMA reporting and that monitoring services would not be required. Council must now approve the contract with the city of Baytown. Motion was made by Biedenfeld to authorize the mayor to enter into Cooperative Purchasing Interlocal Agreement with the City of Baytown. Motion was seconded by Tindol and all voted Aye.
- D. CONSIDER ENTERING INTO DISASTER DEBRIS REMOVAL CONTRACT WITH CROWDERGULF PURSUANT TO COOPERATIVE PURCHASING INTERLOCAL AGREEMENT WITH CITY OF BAYTOWN: Motion was made by Biedenfeld and seconded by Tindol to approve the disaster debris removal contract with CrowderGulf. All voted Aye. Sutherland reported that CrowderGulf is prepared to start debris removal next week. A public announcement will be made through the City's emergency phone service and brush will be delivered to the waste water treatment plan.
- E. CONSIDER/DISCUSS AUTHORIZATION TO ISSUE REQUESTS FOR PROPOSALS (RFP) FOR ADMINISTRATIVE SERVICES AND REQUESTS FOR QUALIFICATIONS (RFQ) FOR ENGINEERING SERVICES RELATED TO THE HAZARD MITIGATION ASSISTANCE (HMA) GRANT PROGRAMS: Sutherland reported that she will continue to look for funding of mitigation projects. It was suggested that one or two council members assist with scoring. Motion was made by Biedenfeld and seconded by Thomas to authorize the advertisement of RFPs for administrative services and RFQs for engineering services. All voted Aye.
- F. CONSIDER RESOLUTION ADOPTING CITY OF WEST COLUMBIA FEE SCHEDULE: Sutherland discussed the annual CPI rate increase of 2.6% and recommended a \$2 increase for water and sewer minimum rate to help fund bond payments for Ground Storage Tank #2 project. Tindol was opposed to the increase and it was discussed that the City must make necessary repairs to provide services. Also discussed would be the eventual need for a new water plant. Kincannon suggested fund balance and capital improvement paying for bond payments. Sutherland stated that fund balance was already covering Hwy 36 infrastructure relocation and disaster debris cleanup. Also recommended was a \$1 increase to the extra cart fee. There are approximately 3000 extra carts currently in service with no overhead cost associated. Burke suggested a one-time \$2 setup fee to cover administrative costs in lieu of the \$1 per month per cart fee. Burke then made a motion to approve the City's fee schedule by adopting Resolution No. 561. Biedenfeld seconded the motion and then made a motion to amend the \$1 per month per cart fee to a one time \$2 set up fee. The motion to amend was seconded by Burke and all voted Aye. Thomas, Maynor, Burke and Biedenfeld voted Aye to adopt Resolution No. 561 as amended with Tindol voting Nay. Motion carried.

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- G. CONSIDER ADOPTING THE CITY'S 2021/22 ANNUAL BUDGET. THIS BUDGET WILL RAISE MORE REVENUE FROM PROPERTY TAXES THAN LAST YEAR'S BUDGET BY AN AMOUNT OF \$249,416, WHICH IS A 17.86% INCREASE FROM LAST YEAR'S BUDGET. THE PROPERTY TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR IS \$26,703: Council recommended that American Rescue Plan Act (ARPA) funds be used for Police Department salary increases and vehicles. Sutherland reported that the budget presented covers all other salaries, training and operations. Motion was made by Burke to approve the City's 2021/22 Annual Budget by adopting Ordinance No. 689 captioned as

AN ORDINANCE MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF WEST COLUMBIA FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF WEST COLUMBIA FOR THE 2021/22 FISCAL YEAR.

Motion was seconded by Biedenfeld. Thomas, Tindol, Maynor, Burke and Biedenfeld voted Aye. Kincannon present and not voting. Motion carried.

- H. CONSIDER ADOPTING THE CITY'S MAINTENANCE AND OPERATIONS TAX RATE: Motion was made by Burke to adopt the City's M&O tax rate of \$0.711170. Tindol seconded the motion. Biedenfeld made a motion to amend the rate to \$0.711742 based on rounding to reach a combined rate of \$0.770000. Motion to amend was seconded by Tindol. Sutherland stated that this would result in an increase of 12.135541%. Thomas, Tindol, Maynor, Burke and Biedenfeld voted Aye. Kincannon present and not voting. Motion carried.
- I. CONSIDER ADOPTING THE CITY'S DEBT SERVICE TAX RATE: Motion was made by Tindol to adopt the City's Debt Service tax rate of \$0.058258. Motion was seconded by Biedenfeld. Thomas, Tindol, Maynor, Burke and Biedenfeld voted Aye. Kincannon present and not voting. Motion carried.
- J. CONSIDER ORDINANCE LEVYING TAXES FOR 2021 AND APPORTIONING EACH LEVY FOR THE SPECIFIC PURPOSE: Motion was made by Burke to set the tax rate for 2021 at \$0.770000/\$100 by adopting Ordinance No. 690 captioned as
- AN ORDINANCE OF THE CITY OF WEST COLUMBIA, TEXAS PROVIDING FOR THE ASSESSMENT, LEVY, AND COLLECTION OF AD VALOREM TAXES FOR THE 2021 TAX YEAR; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND PAYABLE; PROVIDING FOR THE PENALTY AND INTEREST ON ALL TAXES NOT TIMELY PAID; PROVIDING FOR SEVERABILITY AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH.

Motion was seconded by Biedenfeld. Thomas, Tindol, Maynor, Burke and Biedenfeld voted Aye. Kincannon present and not voting. Motion carried. This will result in a 12.14% increase.

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- K. CONSIDER RATIFYING THE CITY'S 2021/22 ANNUAL BUDGET: Motion was made by Tindol to ratify the City's 2021/22 Annual Budget. Motion was seconded by Burke and all voted Aye.
- L. CONSIDER FY 2020/21 BUDGET ADJUSTMENT NO. 2: Motion was made by Tindol to approve fiscal year 2020/21 budget adjustment no. 2. Motion was seconded by Thomas and all voted Aye.
9. ADJOURN: Mayor Kincannon adjourned the meeting at 8:19 P.M.


LAURIE B. KINCANNON, Mayor

ATTEST:


KELLI R. KUBAN, City Secretary