



City of Arcola

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Minutes of a Regular Meeting of the City Council of the City of Arcola, County of Fort Bend, State of Texas, held on Tuesday, December 13, 2022, beginning at 7:00 p.m. at: Arcola City Hall, Room 124; 13222 Highway 6; Arcola, Texas 77583 for the purpose of considering the following items. The City Council of the City of Arcola, Texas, reserves the right to meet in closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

- I. **CALL TO ORDER:** Mayor Fred A. Burton called the meeting to order at 7:02 p.m.
- II. **INVOCATION:** Council Member Rosemary Bigby gave the Invocation.
- III. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Council Member Evelyn Jones led the Pledge of Allegiance to the Flag.
- IV. **ROLL CALL:** Mayor Fred A. Burton, Mayor Pro-Tem Florence Jackson, Council Member Evelyn Jones, Council Member Ebony Sanco, Council Member Greg Abarr, and Council Member Rosemary Bigby were present. Also present were City Secretary Sally Cantu, City Attorney Grady Randle, Finance Director Ruthie Cable, and City Administrator Dr. Annette Guajardo.
- V. **CITY COUNCIL COMMENTS:** **Mayor Pro-Tem Florence Jackson, Council Member Evelyn Jones, Council Member Greg Abarr, Council Member Ebony Sanco, and Council Member Rosemary Bigby.**
No comments from Mayor Pro-Tem Florence Jackson. Council Member Evelyn Jones thanked Dr. Annette Guajardo, John Montgomery, Roland, and Mayor Burton for assisting a citizen with a problem. No comments from Council Member Ebony Sanco. Council Member Rosemary Bigby commented that the railroad repair was better than it was; but still needs repair on the other side. No comments from Council Member Greg Abarr.
- VI. **PUBLIC HEARINGS:** None
- VII. **CONSENT AGENDA.** None
- VIII. **REGULAR AGENDA:**
 - A. **Discussion, Consideration and Possible Action—Previous meeting minutes and related matters.**
Mayor Pro-Tem Florence Jackson so moved to approve previous meeting minutes of November 8, 2022; **seconded by Council Member Ebony Sanco.** All were in favor.
Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0
Motion carried. 5-0
 - B. **Discussion, Consideration and Possible Action—1) Amend Financial Statements Fiscal Year 22 to reflect the utilization of ARPA Funds and Projects by Ruthie Cable, Finance Director, 2) Presentation of October 2022 and November 2022 Bookkeeping Report and Financial Report.**
 1. Finance Director Ruthie Cable requested amending the financials for September 30, 2022 to reflect the utilization of ARPA Funds and Project FY 22. ARPA funds were received in the amount of \$660,000.00 in 2022 and based upon discussion with certified public accountants and various consultant firms; they suggested to use the funds towards public safety, which is the payroll for the police department including salaries, benefits, and taxes. With everyone's consultation, they have done so. The first required reporting for ARPA is April 2023. All the monies that were in the police department added to \$492,000.00 and these funds increased the bottom line. The rest of the funds that make up the \$660,000.00 will be deducted every month and will use the funds by February 2023.

After review, **Council Member Greg Abarr so moved** to approve the updated fiscal year 2022 budget; **seconded by Mayor Pro-Tem Florence Jackson.** All were in favor.
Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

2. Ms. Cable presented the October 2022 and November 2022 Bookkeeping and Financial report. After review, **Council Member Ebony Sanco so moved** to approve the October 2022 and November 2022 Bookkeeping and Financial reports; **seconded by Council Member Rosemary Bigby**. All were in favor.
Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

C. Discussion, Consideration and Possible Action—Update from the Mayor’s desk, including;

1. **ACC (Arcola Community Center) Project by Dr. Veeda Williams,**

Dr. Veeda Williams reported that the ACC Project is underway. She thanked everyone involved in the development of this project. The funds dedicated to the building have already been transferred from the 4B account to the TexPool Account.

As a way of saving money on the project, she reported that she and Mayor Burton met with some of the directors at Prairie View University. They have a program called Community Urban and Rural Enhancement Project. They reach out to the communities in need of buildings, structures, etc. They produce drawings and plans. Dr. Williams met with the student assigned to work on this project. It will save a lot of money in the long run. The university does have architects on campus to supervise the student’s work.

Dr. Williams wants to establish a committee for the ACC building project to establish and maintain a process from one part of the project to the next. She is taking nominations from anyone who wants to be involved on the committee and to partake in the process going forward.

2. **FY 22 Fund Balance for FY 23 Capital Improvement Project and related matters,**

Finance Director Ruthie Cable and Mayor Burton gave an update on FY 22 Fund Balance for FY 23 Capital Improvements.

3. **City of Arcola BBQ Cook-off update and related matters.**

Mayor Burton reported that everyone had a wonderful time at the Arcola BBQ Cook-off in November. There were about 1,500 attendees.

Mayor Burton recognized Clara Furlow for volunteering her time to work at the BBQ Cook-off.

D. Discussion, Consideration and Possible Action—Update from L. Garrette, Permit Administrator, including;

1. **Month of October 2022 Permit Report and related matters,**

Permit Administrator L. Garrette reviewed the November 2022 Permit Report. After review, **Council Member Greg Abarr so moved** to approve the November 2022 Permit Report; **seconded by Mayor Pro-Tem Florence Jackson**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

2. **Approval of “Check List” for permitting and related matters,**

Ms. Garrette presented a “Check List” for permitting for commercial inspections. After discussion, **Council Member Greg Abarr so moved** to approve the Checklist provided by Permit Administrator L. Garrette; **seconded by Mayor Pro-Tem Florence Jackson**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

3. **Approval of amended “Commercial Project Valuation Fee Schedule” and related matters.**

Ms. Garrette also presented a proposed amended Commercial Project Valuation Fee Schedule for approval. After review, **Council Member Greg Abarr so moved** to approve the amended Commercial Project Valuation Fee Schedule; **seconded by Mayor Pro-Tem Florence Jackson**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

E. Discussion, Consideration and Possible Action—ORDINANCE NO. 2022-12-13; AN ORDINANCE OF THE CITY OF ARCOLA, TEXAS AMENDING FENCE REGULATIONS; ESTABLISHING FEES; AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

Council Member Greg Abarr so moved to table this item; **seconded by Mayor Pro-Tem Florence Jackson.** All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

F. Discussion, Consideration and Possible Action—Update from Chief A. Carr, Arcola Police Department; including;

1. Month of November 2022 Police Report and related matters,

Chief A. Carr reviewed the month of November 2022 Police. Chief Carr presented a letter of commendation to Sgt. C. Miller for going far and beyond by jumping in a pond to rescue a horse. Quality Wrecker Service eventually got the horse out of the pond with a tractor. Fort Bend County Livestock took the horse for treatment.

Council Member Greg Abarr so moved to approve the November 2022 Police Report; **seconded by Mayor Pro-Tem Florence Jackson.** All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

2. Motorola Solutions—leasing nine (9) APX6000 Radios for communication and services for \$9,057.43 due at the end of 12 months and related matters.

Chief Carr proposed leasing nine (9) APX6000 Radios for communication and services for \$9,057.43 due at the end of 12 months. The officers have had many problems and issues with communicating with Fort Bend County or with each other. She reached out to Motorola Solutions, and they gave her a quote for consideration. They proposed a municipal lease in place for the police department. The radios come with a 3-year warranty. Fort Bend County will be able to service the radios.

Council Member Greg Abarr so moved to approve the Motorola radios for the police department; **seconded by Mayor Pro-Tem Florence Jackson.** All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

G. Discussion, Consideration and Possible Action—Update from John Montgomery, Municipal Operations and Consulting, including;

1. November 2022 Operator's Report and related matter,

2. Report on connections for FBFWSO No. 1 and related matters,

3. Sewer System Backup Update.

John Montgomery reviewed the November 2022 Operator's Report. He reported that he has completed a draft for smoke testing and for the repair project. Due to the rain and the ground being wet, smoke testing is not effective, so the project is scheduled to begin in May or June 2023.

Mr. Montgomery gave a report on Texas Administrative Code, Chapter 24 Substantial Rules Applicable to Water and Sewer Service Providers, Customer Service Protection and Rule Subsection 24.173 Late Fees and Disconnection During an Extreme Weather Emergency for Nonpayment. He reviewed Notice Regarding Extreme Weather Emergencies. This notice is required to send to customers by January 31, 2023. The notice will go out on the next utility billing.

Council Member Ebony Sanco so moved to approve the November 2022 Operator's Report; **seconded by Council Member Rosemary Bigby.** All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

H. Discussion Consideration and Possible Action—Update from Kaluza, Inc, including;**1. Update on Water Treatment Plant and related matters,**

Mr. Llarance Turner introduced Carl McConnell, of Kaluza, Inc. to City Council. He specializes in water and wastewater. He will be working with Mr. Turner on projects.

Mr. Turner gave an update on the Water Treatment Plant. He presented a schedule report to City Council. They are still waiting on the Motor Control Center to be delivered to the plant and installed. They are taking updates weekly. It is supposed to arrive on December 22, 2022 at the manufacture office and supposed to be delivered 7 days after that to the location. They anticipate being on site January 3, 2023. Mr. McConnell reviewed the process after component is installed.

For a matter of record, City Administrator Dr. Annette Guajardo inquired about the schedule report date on the top lefthand of the page. It reads April 19, 2021 thru April 20, 2021. Dr. Guajardo asked for clarification on this date. She also asked to update it after a certain date at the bottom of the page. Mr. Turner will adjust the schedule report.

After review and City Administrator Dr. Annette Guajardo's suggestion, Mr. Turner will set up a zoom meeting to go over the schedule.

2. Update on TxDOT and related matters,

Mr. Turner also gave an update on the TxDOT FM 521 expansion project. He reported that sometime in January or February 2023, somewhere in that period, the city will go out for bids on the expansion of the Wastewater Treatment Plant. He also reported on the future wastewater treatment plant sizing as it pertains to wastewater connections.

3. Preliminary Plat of Post Oak Point Section 5, plus or minus 30.3 Acres, 99 Lots (45' x 120' TYP.), 4 Restricted Reserves in 2 Blocks out of the THOMAS BARNETT SURVEY, A-7, CITY OF ARCOLA, FORT BEND COUNTY, TEXAS, and related matters.

Mr. Turner reviewed the preliminary plat of Post Oak Point Section 5, plus or minus 30.3 Acres, 99 Lots (45' x 120' TYP.), 4 Restricted Reserves in 2 Blocks out of the THOMAS BARNETT SURVEY, A-7, CITY OF ARCOLA, FORT BEND COUNTY, TEXAS. Staff recommendation is to approve the preliminary plat.

Council Member Greg Abarr so moved to approve preliminary plat of Post Oak Point Section 5, plus or minus 30.3 Acres, 99 Lots (45' x 120' TYP.), 4 Restricted Reserves in 2 Blocks out of the THOMAS BARNETT SURVEY, A-7, CITY OF ARCOLA, FORT BEND COUNTY, TEXAS; **seconded by Mayor Pro-Tem Florence Jackson.** All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby
Nay: 0

Motion carried. 5-0

I. PUBLIC COMMENTS.

GENERAL COMMENTS FROM THE AUDIENCE. Citizens who desire to address the City Council with comments of a general nature will be received at this time. The total amount of time that a member of the public may address the City Council is limited to three (3) minutes, provided that any member of the public who addresses the City Council through a translator is limited to six (6) minutes. In accordance with the Texas Open Meetings Act, the City Council is restricted from discussing or taking any action on items not listed on the agenda. It is our policy to have all speakers identify themselves by providing their name and residential address when making comments. City Council heard comments from Fr. Bijo Mathew regarding his church permit application.

COMMENTS FROM THE AUDIENCE FOR CONSENT AND REGULAR AGENDA ITEM Citizens who desire to address the City Council, with regard to matters on the Consent Agenda or Regular Agenda will be received either at this time or, if they state at this time that they elect to do so, during the City Council's consideration of the item. The total amount of time that a member of the public may address the City Council on a given item is limited to three (3) minutes, provided that any member of the public who addresses the City Council on a given item through a translator is limited to six (6) minutes. Comments or discussion by the City Council Members will only be made at the time the agenda item is scheduled for consideration. It is our policy to have all speakers identify themselves by providing their name and residential address when making comments. None

J. ADJOURNMENT.

Council Member Evelyn Jones so moved to adjourn the meeting at 9:08 p.m.; **seconded by Mayor Pro-Tem Florence Jackson.** All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Members Evelyn Jones, Greg Abarr, Ebony Sanco, and Rosemary Bigby

Nay: 0

Motion carried. 5-0