



City of Arcola

13222 Highway 6—Arcola, Texas 77583—Phone: 281-431-0606

www.arcolatexas.org

Minutes of a **Regular Meeting** of the City Council of the City of Arcola, County of Fort Bend, State of Texas, held on **Tuesday, June 13, 2023**, beginning at **6:00 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
- 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 and Council Member Evelyn Jones, Council Member Ebony Sanco, Council Member Greg Abarr, and Council Member Rosemary Bigby were present. Also present were City Attorney Debra Mergel, City Secretary Sally Cantu, City Finance Director Ruthie Cable, and City Administrator Dr. Annette Guajardo.
- V. 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. None

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

- VI. 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.
There were no comments from the City Council Members.

VII. PUBLIC HEARINGS:

- A. Public hearing before the City Council to determine whether the building located at 13301 Highway 6, Arcola, TX violates minimum standards for continued use and occupancy.**

Mayor Fred Burton opened the public hearing before the City Council to determine whether the building located at 13301 Highway 6, Arcola, TX violates minimum standards for continued use and occupancy.

The City Council heard comments from Mr. Braxton Evans representing Mike and Susie Saenz. The City Council also heard from Mr. Mike Saenz.

The City Council heard from Mr. Michael Herman, Inspector for the City of Arcola. Mr. Herman determined that the property is in bad shape. He visually inspected the property from the outside. He did not want to enter the property, not only because it was unsafe. He felt that the property should be demolished 100%.

Mr. Braxton requested a detailed list of the Inspector's report on the building located at 13301 Highway 6, Arcola, TX. Mayor Burton suggested continuing the hearing to the next Regular City Council meeting on July 11, 2023, 6:00 p.m.

- B. Public hearing before the City Council to determine whether the building located at 406 Post Road, Arcola, TX violated minimum standards for continued use and occupancy.**

City Council heard from Mr. Michael Herman, City Inspector. He reviewed the violations on 406 Post Road. Mr. Herman and his inspectors deemed it dangerous property. He and his inspectors recommended that the trailer be demolished and taken away.

Mayor Fred Burton adjourned the public hearing at 6:35 p.m.

VIII. CONSENT AGENDA: None

IX. REGULAR AGENDA:

A. Discussion, Consideration and Possible Action—Previous meeting minutes and related matters.

After discussion, **Mayor Pro-Tem Florence Jackson moved** to approve May 9, 2023 Regular City Council meeting minutes; **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, Rosemary Bigby

Nay: 0

Motion carried. 5-0

B. Discussion, Consideration and Possible Action—Update from Finance Director, Ruthie Cable, including:

1. Month of May 2023 Bookkeeping Report and Financial Report and related matters.

Finance Director Ruthie Cable presented the monthly Bookkeeping Report and Financial Report for the month of May 2023.

After review, **Mayor Pro-Tem Florence Jackson moved** to accept the month of May 2023 Bookkeeping Report and Financial Report as presented; **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, Rosemary Bigby

Nay: 0

Motion carried. 5-0

C. Discussion, Consideration and Possible Action—City of Arcola Fiscal Year 2021/2022 Audit presented by Michael Brooks of BrooksWatson & Co., PLLC, and related matters.

Mr. Michael Brooks of BrooksWatson & Co., PLLC presented a summary of the City of Arcola Annual Financial Report Audit and Statements for the year ended September 30, 2022. Mr. Brooks noted that it was a team effort to complete the audit and it did go very smoothly.

After presentation, **Mayor Pro-Tem Florence Jackson moved** to accept the City of Arcola Annual Financial Report, Audit and Statements for the year ended September 30, 2022; **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, Rosemary Bigby

Nay: 0

Motion carried. 5-0

D. Discussion, Consideration and Possible Action—Update from L. Garrette, Permit Administrator, including; Month of May 2023 Permit Report and related matters.

Permit Administrator Lyneshia Garrette reviewed the day-to-day permit operations report for the month of May 2023.

After review and discussion, **Council Member Rosemary Bigby moved** to accept the Month of May 2023 Permit Report presented by Ms. Garrette; **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, Rosemary Bigby

Nay: 0

Motion carried. 5-0

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

1. May 2023 Operator's Report and related matters.

Mr. John Montgomery, Utility Operator, reviewed the May 2023 Operations Report for the City of Arcola.

After review, **Council Member Ebony Sanco moved** to approve the May 2023 Operations Report presented by Mr. John Montgomery; **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, Rosemary Bigby

Nay: 0

Motion carried. 5-0

- F. Discussion, Consideration and Possible Action—ORDINANCE NO. 2023-06-13; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS DETERMINING THAT THE BUILDING LOCATED AT 13301 HIGHWAY 6, ARCOLA, TEXAS IS A DANGEROUS STRUCTURE UNDER 16.08 DANGEROUS STRUCTURES OF THE CITY OF ARCOLA CODE OF ORDINANCES AND CHAPTER 214, TEXAS LOCAL GOVERNMENT CODE; AND ORDERING THE OWNERS TO REPAIR, REMOVE, OR DEMOLISH THE STRUCTURE.**

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Mayor Pro-Tem Florence Jackson moved to table item IX. F; **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, Rosemary Bigby
Nay: 0

Motion carried. 5-0

- G. Discussion, Consideration and Possible Action—ORDINANCE NO. 2023-06-13A; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS DETERMINING THAT THE BUILDING LOCATED AT 406 POST ROAD, ARCOLA, TEXAS IS A DANGEROUS STRUCTURE UNDER 16.08 DANGEROUS STRUCTURES OF THE CITY OF ARCOLA CODE OF ORDINANCES AND CHAPTER 214, TEXAS LOCAL GOVERNMENT CODE; AND ORDERING THE OWNERS TO REPAIR, REMOVE, OR DEMOLISH THE STRUCTURE.**

Council Member Rosemary Bigby moved to approve ORDINANCE NO. 2023-06-13A; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS DETERMINING THAT THE BUILDING LOCATED AT 406 POST ROAD, ARCOLA, TEXAS IS A DANGEROUS STRUCTURE UNDER 16.08 DANGEROUS STRUCTURES OF THE CITY OF ARCOLA CODE OF ORDINANCES AND CHAPTER 214, TEXAS LOCAL GOVERNMENT CODE; AND ORDERING THE OWNERS TO REPAIR, REMOVE, OR DEMOLISH THE STRUCTURE; **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, Rosemary Bigby
Nay: 0

Motion carried. 5-0

The city will give the owner 30 days from today to demolish the structure.

- H. Discussion, Consideration and Possible Action—Update from Kaluza, Inc. including:**

- 1. POST OAK POINTE SECTION 4 PRELIMINARY PLAT—A SUBDIVISION OF 27.6 ACRES OF LAND IN THE THOMAS BARNETT SURVEY; ABSTRACT NO. 7**
- 2. PRELIMINARY PLAT OF GLENDALE LAKES SECTION 14—A SUBDIVISION OF 26.027 ACRES OF LAND LOCATED IN THE I. & G.N. RAILROAD CO. SURVEY, A-352 FORT BEND COUNTY, TEXAS 100 LOTS, 3 BLOCKS, 4 RESERVES, and related matters.**
- 3. CITY OF ARCOLA WATER PLANT, and related matters.**
- 4. CITY HALL SANITARY SEWER LEFT STATION; and related matters.**

Mr. Llarance Turner of Kaluza, Inc. reviewed the Post Oak Pointe Section 4 Preliminary Plat. This project is in the city limits of Arcola. It is a continuation of the overall master plan, Post Oak Pointe. This section is 27.6 acres. It consists of 54 Lots, 1 Block, 9 Reserves. Staff has submitted comments and staff recommends approval of the preliminary plat of Post Oak Pointe, Section 4.

After discussion, **Council Member Evelyn Jones moved** to approve POST OAK POINTE SECTION 4 PRELIMINARY PLAT, A SUBDIVISION OF 27.6 ACRES OF LAND IN THE THOMAS BARNETT SURVEY; ABSTRACT NO. 7; **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, Rosemary Bigby
Nay: 0

Motion carried. 5-0

Mr. Turner reviewed the Preliminary Plat of Glendale Lakes Section 14. It is a 26.027-acre tract of land, 100 Lots, 3 Block, and 4 Reserves. It is in the City's ETJ. Staff has reviewed the preliminary plat. They have submitted comments and the staff's recommendation is to approve the plat; subject to complying with the comments.

After discussion, **Council Member Greg Abarr moved** to approve PRELIMINARY PLAT OF GLENDALE LAKES SECTION 14, subject to complying with the comments; **seconded by Council Member Evelyn Jones**. All were in favor.

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

Nay: 0

Motion carried. 5-0

Mr. Turner of Kaluza, Inc. gave an update on the Water Plant and Sanitary Sewer Lift Station.

I. Discussion, Consideration and Possible Action—Contract between the City of Arcola and Waste Connections of Texas for solid waste services, and related matters.

City Administrator Dr. Annette Guajardo presented an amended contract for Waste Connections of Texas for solid waste services. The City Attorney has reviewed the contract.

After discussion, **Mayor Pro-Tem Florence Jackson moved** to approve Contract between the City of Arcola and Waste Connections of Texas for solid waste services; **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, Rosemary Bigby

Nay: 0

Motion carried. 5-0

J. Discussion, Consideration and Possible Action—Development Agreement Between the City of Arcola, Texas and Arcola Community Estates, LLC for a manufactured housing community for residential purposes.

Council Member Greg Abarr moved to table XI. J.; **seconded by Council Member Evelyn Jones**. All were in favor.

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

Nay: 0

Motion carried. 5-0

K. Discussion, Consideration and Possible Action—Appointing Gregory J. Abarr, Position 3 as Chair, Lizzie Smith, Position 4, and Rosemary Bigby, Position 5 of the Tax Increment Reinvestment Zone 1 Board of Directors; and related matters.

City Administrator Dr. Annette Guajardo noted that the City Council need to reappointment Board of Directors for a two-year term. Each of the recommended people have been talked to and agreed to serve for two years.

Mayor Pro-Tem Florence Jackson moved to appoint Gregory J. Abarr, Position 3 as Chair; Lizzie Smith, Position 4; and Rosemary Bigby Position 5 to the Tax Increment Reinvestment Zone 1 Board of Directors; **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, Rosemary Bigby

Nay: 0

Motion carried. 5-0

L. Discussion, Consideration and Possible Action—City of Arcola 2023 Summer Youth Program, Enrollment, Location, and Funding, and related matters.

Priscilla T. Graham, President of Community Express, City of Arcola 2023 Summer Youth Program reported that this year has been a challenge and they had to make changes. They also had funding issues. The Summer Youth Program is being held at the Mustang Community Center this year.

Mayor Pro-Tem Florence Jackson moved to accept the City of Arcola 2023 Summer Youth Program, Enrollment, Location, and Funding report; **seconded by Council Member Ebony Sanco**. All were in favor.

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

1. Month of May 2023 Police Report and related matters.

Chief A. Carr gave an overview on Calls for Service. Chief Carr also reviewed the 2023 Police Report for the month of May 2023.

Mayor Pro-Tem Florence Jackson moved to accept the month of May 2023 Police Report presented by Chief Carr; **seconded by Council Member Evelyn Jones.** All were in favor.

N. ADJOURNMENT.

Mayor Pro-Tem Florence Jackson moved to adjourn at 7:33 p.m.; **seconded by Council Member Evelyn Jones.**
All were in favor.

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

Nay: 0

Motion carried. 5-0