



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, May 10, 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 7:00 p.m.
- II. **INVOCATION:** Council Member Rosie Rojas 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, Council Member Rosie Rojas
- 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. City Council heard comments from Ms. Betty Hall.

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.

- VI. **PUBLIC HEARINGS:** None

- VII. **CONSENT AGENDA.** None

- VIII. **REGULAR AGENDA:**

- A. **Discussion, Consideration and Possible Action—Previous meeting minutes and related matters.** After review of previous meeting minutes, **Mayor Pro-Tem Florence Jackson so moved** to approve April 5, 2022 and April 12, 2022 meeting minutes; **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, Rosie Rojas
Nay: 0

Motion carried. 5-0

- B. **Discussion, Consideration and Possible Action—Months of March 2022 Bookkeeping Report and April 2022 Bookkeeping Report and Financial Reports by Ruthie Cable, Director of Finance, and related matters.**

Finance Director Ruthie Cable reviewed the bookkeeping report, financial report, and budget for the month of April 2022 for the General Fund and Enterprise Fund year to date.

After review, Mayor **Pro-Tem Florence Jackson so moved** to approve the month of March 2022 and April 2022 Bookkeeping Report and Financial Report; **seconded by Council Member Evelyn Jones.** All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas
Nay: 0

Motion carried. 5-0

Item G.

Ms. Ruthie Cable reviewed the approved budget and revised budget appropriations on the General Fund and Enterprise Fund.

After review, **Mayor Pro-Tem Florence Jackson so moved** to approve FY 2021-2022 budget appropriations as presented by Finance Director Ruthie Cable; **seconded by Council Member Ebony Sanco**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

C. Discussion, Consideration and Possible Action—Water and Wastewater Systems and including April 2022 Operator’s Report by John Montgomery of Municipal Operations and Consulting, and related matters, including;

1. Annual Drinking Water Quality Report.

Mr. John Montgomery, Utility Operator for the City of Arcola, reviewed the Utility Operations report for the month of April 2022. City Council discussed managing delinquent accounts.

Mr. Montgomery reported that he mailed out the Annual Drinking Water consumer report to the citizens.

After review, **Council Member Ebony Sanco so moved** to accept the Utility Operator Report for the month of April 2022; **seconded by Council Member Rosie Rojas**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

D. Discussion, Consideration and Possible Action—City Engineer Report by Llarance Turner, update on current projects, pending projects, and related matters, including;

1. City of Arcola Water Plant, updates and related matters.

2. TXDOT FM 521 Project, updates and related matters.

City Engineer Llarance Turner gave a report on the City of Arcola Water Plant. He noted that CenterPoint Energy is still in the process of getting electricity to the water plant site. There is electricity at the pump station and is in operation.

A CenterPoint Energy representative noted that until a rack is up and shows the city is serious about construction, they are not going to build any kind of facilities.

Mr. Turner noted that CenterPoint Energy Right-of-Way department is going to send a document for the Mayor’s signature granting CenterPoint Energy an easement to be able to install poles. They still cannot install the poles in because the city has not received the document from the CenterPoint Energy Right-of-Way department.

Council Member Greg Abarr inquired about the rack and the time frame of the right-of way easement document. CenterPoint Energy Representative responded that once they get all paperwork, it is probably an 8 to10 week process.

Mr. Turner also gave an update on the TXDOT FM 521 project. He noted that there were concerns on the proposed overpass and the retaining wall. The project is still in the design phase.

After discussion, **Council Member Evelyn Jones so moved** to accept the Engineering Report; **seconded by Mayor Pro-Tem Florence Jackson**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

E. Discussion, Consideration and Possible Action—Stripes and Stops Company, Inc., including stripes on McKeever Road, additional cost for markers removed and new A-A markers installed in the amount of \$525.80, etc., and related matters.

City Administrator Dr. Annette Guajardo reported that Stripes and Stops Company, Inc striped McKeever Road. Fort Bend County Road and Bridge advised installing reflective puckers or buttons. The additional price to install the reflective puckers or buttons is \$525.80.

Mayor Pro-Tem Florence Jackson so moved to approve the amount of \$525.80 to install the reflective markers; **seconded by Council Member Ebony Sanco**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas
Nay: 0

Motion carried. 5-0

F. Discussion, Consideration and Possible Action—City Administrator’s Report by Dr. Annette Guajardo, update on current projects, pending projects, and related matters, including;

1. Arcola COLA (Cost of Living Adjustments), per FY 21/22 Budget and related matters.

Dr. Annette Guajardo noted that when the budget was approved there was a cost-of-living percentage and would like to give it to the employees beginning June 1, 2022. She reported that the social security increase for COLA was 5.9%. Also, that the consumer price index for the last twelve months has been an increase of 8.5%. She asked to give the hourly employees 4.5% and salary employees 3%. Dr. Guajardo noted that the cost-of-living increase is not based on performance and is not based on employee evaluation. Council Member Rosie Rojas asked why not give everyone the same percentage. She noted that the thought process was that the hourly employees’ rate is lower than the hourly rate per salary and wanted to give those that are at the lower end of the pay scale a little bit more.

Council Member Rosie Rojas so moved to approve the COLA for FY 21/22, beginning June 1st; **seconded by Council Member Ebony Sanco**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas
Nay: 0

Motion carried. 5-0

G. Discussion, Consideration and Possible Action—FY 2021-2022 Budget appropriations and related matters.

Mayor Fred Burton requested to move this item to follow Item B.

Mayor Pro-Tem Florence Jackson so moved to move Item G. to follow Item B; **seconded by Council Member Greg Abarr**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas
Nay: 0

Motion carried. 5-0

H. Discussion, Consideration and Possible Action—Ordinance No. 2022-05-10; AN ORDINANCE OF THE CITY OF ARCOLA, TEXAS ADOPTING THE CODE NUMBERING SYSTEM, THAT THE OLD CODE WAS RENUMBERED AND RESTRUCTURED AND CODIFIED INTO A NEW NUMBERING SYSTEM, FORMATTED UNIFORMLY FOR EASIER MAINTENANCE MOVING FORWARD AND ALL NEW ORDINANCES CREATED SHOULD BE CREATED FROM THE NEW CODE NUMBERING VERSUS THE OLD.

City Secretary Sally Cantu noted that there a couple of more references needed to complete the code numbering system. She requested to table this item.

After discussion, **Council Member Evelyn Jones so moved** to table Ordinance No. 2022-05-10; AN ORDINANCE OF THE CITY OF ARCOLA, TEXAS ADOPTING THE CODE NUMBERING SYSTEM, THAT THE OLD CODE WAS RENUMBERED AND RESTRUCTURED AND CODIFIED INTO A NEW NUMBERING SYSTEM, FORMATTED UNIFORMLY FOR EASIER MAINTENANCE MOVING FORWARD AND ALL NEW ORDINANCES CREATED SHOULD BE CREATED FROM THE NEW CODE NUMBERING VERSUS THE OLD; **seconded by Council Member Ebony Sanco**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas
Nay: 0

Motion carried. 5-0

I. Discussion, Consideration and Possible Action—Update from the Mayor's desk, including;**1. Main Street property, Legal Description: ARCOLA HEIGHTS, ACRES 2.334, MAIN ST ROW (E OF HWY 6), and related matters.**

Mayor Fred Burton reported that he was approached by the restaurant owner near Main Street and requested to purchase the Main Street property.

Mr. Turner seems to think that there is a sanitary sewer line on the easement. If this is something the city wants to do the city has to verify the infrastructure before considering selling the property. Because it is a public road right of way the city needs to inform the buyer to contact all the utility companies.

After discussion, **Council Member Evelyn Jones so moved** to table this item; **seconded by Council Member Ebony Sanco**. All were in favor.

2. Call Special Meeting to Canvass the May 7, 2022 City of Arcola General Election.

Mayor Fred Burton called a Special Meeting to canvass the May 7, 2022 City of Arcola General Election on May 17, 2022.

Council Member Evelyn Jones so moved to call a Special Meeting on May 17, 2022 to canvass the May 7, 2022 City of Arcola General Election; **seconded by Council Member Ebony Sanco**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

J. Discussion, Consideration and Possible Action—Police vehicles for the Arcola Police Department and related matters. (Police Chief D. Rougeau)

Police Chief D. Rougeau came before City Council to request to purchase a new vehicle for the Police Department for \$37,253.00.

He proposed to sell two Ford Explorer vehicles currently in their fleet. CarMax gave a proposal of \$10,200.00 for Unit 1701 and \$7,100.00 for Unit 1702. Council Member Greg Abarr inquired about the equipment for the new vehicle. The estimated cost for the MDT and strobe lights is less than \$3,000.00.

After discussion, **Council Member Greg Abarr so moved** to approve the purchase of the car and the sale of the other two cars with the approval of the Mayor in making sure the costs are kept at a minimal; **seconded by Council Member Rosie Rojas**. All were in favor.

Aye: Mayor Pro-Tem Florence Jackson and Council Member Evelyn Jones, Greg Abarr, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

Chief Rougeau introduced Sgt. Wilson as the new Operational/Patrol Sergeant for the City of Arcola.

IX. ADJOURNMENT. Meeting adjourned at 9:00 p.m.