



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, April 13, 2021, 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 7:03 p.m.
- II. **INVOCATION:** Council Member Rosie Rojas gave the Invocation.
PLEDGE OF ALLEGIANCE TO THE FLAG: Mayor Pro-Tem Florence Jackson led the Pledge of Allegiance to the flag.
- III. **ROLL CALL: Mayor Fred A. Burton, Mayor Pro-Tem Florence Jackson, Council Member Evelyn Jones, Council Member Ebony Sanco, Council Member Chloe Sanco, Council Member Rosie Rojas.** All members of City Council were present. Also present were City Secretary Sally Cantu, City Attorney Carl Allred, City Administrator Annette Goldberg, and Financial Advisor Greg Abarr.
- IV. **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 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.
- V. **PUBLIC HEARINGS: None**
- VI. **CITY COUNCIL COMMENTS: Mayor Pro-Tem Florence Jackson, Council Member Evelyn Jones, Council Member Ebony Sanco, Council Member Chloe Sanco, Council Member Rosie Rojas**
None
- VII. **CONSENT AGENDA:**
 - A. **Approval of previous meeting minutes.**
Council Member Florence Jackson so moved to approve minutes of February 9, 2021, March 2, 2021, and March 9, 2021; **seconded by Council Member Evelyn Jones.** All were in favor.
Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas
Nay: 0
Motion carried. 5-0
 - B. **Discussion, Consideration and Possible Action-February Financial Report by Ham, Langston & Brezina, L.L.P.; including budget amendment and related matters.**
Ruthie Cable of Ham, Langston & Brezina L.L.P. reviewed the financial report for the month of February 2021. Ms. Cable also reviewed amendments to the budget.
 - C. **Discussion, Consideration and Possible Action-Water and Wastewater Systems and including Operator's Report by John Montgomery, Municipal Operations and Consulting; including delinquent sewer accounts, collection agency and related matters.**

John Montgomery, Utility Operator for the City of Arcola, reviewed the Operations Report for the month of March 2021. He also reviewed the past due accounts. City Council authorized Municipal Operations to return to normal turn-offs.

VIII. REGULAR AGENDA

A. Discussion, Consideration and Possible Action—Ordinance No. 2021-04-13; AN ORDINANCE APPROVING AND ADOPTING AMENDMENTS TO THE CURRENT BUDGET; AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

Council Member Rosie Rojas so moved to approve Ordinance No. 2021-04-13; AN ORDINANCE APPROVING AND ADOPTING AMENDMENTS TO THE CURRENT BUDGET; AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT; **seconded by Council Member Ebony Sanco**. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

B. Discussion, Consideration and Possible Action- Update from the Mayor's Desk, including.

(a) City Hall Signage

Mr. Zahoor Gire went out for bids for City Hall Signage. A sign for the front of City Hall and a sign for the Police Department. He received three bids and the lowest bid was from JM Sign Company for \$1,900.00. Staff recommended purchasing signs from JM Sign Company for \$1,900.00.

(b) Drainage

Mayor Fred Burton reported that Council Member Rosie Rojas set up a meeting with him and Ms. Goldberg to meet Congressman Troy Nehls to assist with drainage in the City of Arcola.

(c) Streets Improvement Plan (North Pine/South Pine)

Ms. Goldberg reported that \$270,000.00 has been allocated in the budget for street improvements. It will be utilized on streets that are on a list. North Pine and South Pine are on the list so far.

(d) COVID Testing

Ms. Saucedo with Community Wellness America came before City Council to assist with mobile COVID-19 testing. She is available to set up in the community. Mayor Burton asked Council Members Florence Jackson, Evelyn Jones, and Rosie Rojas to compile a list of citizens who want to receive the vaccine and/or testing. They will need an exact number of persons who want to receive the vaccine.

C. Discussion, Consideration and Possible Action-City Administrator's Report by Annette Guajardo-Goldberg; updates and pending projects and related matters, including;

(a) FEMA Update

Ms. Goldberg reported that the City is getting the check and is being processed. She will send an email out when the check arrives.

(b) CARES Update

Ms. Goldberg reported that President Biden has approved additional money for CARES and City of Arcola has been allocated \$580,000.00. According to Fort Bend County Auditors, fifty percent will be deposited directly to the City's General Fund and the other fifty percent will be kept by Fort Bend County CDBG and the regulations to get that money will be given to the City in about six weeks.

(c) City Hall Art Project

Ms. Raegan Corbett presented a proposal for the creation and installation of a permanent art collection in Arcola City Hall.

D. Council Input and Discussion-Municipal Court Report by Court Administrator Gerri Alfaro.

Ms. Gerri Alfaro gave a report on funds received in comparison with 2020 to 2021.

E. Council Input and Discussion-Police Department Report by Interim Chief R. Stewart.

Interim Chief R. Stewart gave the police report and code enforcement report for his department.

F. Discussion, Consideration and Possible Action—Approve CAPITAL IMPROVEMENT PLAN (CIP) and related matters. (Zahoor Gire)

Zahoor Gire presented a proposed Capital Improvement Plan (CIP) FY 2021/2023 to City Council for consideration and approval. The CIP captures all the projects in the City for the City to maintain itself, improve the quality of life of the residents and for its financial planning. The CIP guide will prepare for the future needs of the City and it will prioritize the projects. Flood Control has been identified as a major project. To deal with it, the City needs to start preparing a study for flood control. Staff has identified

four quadrants. Staff will seek and take guidance from an external consultant to help understand which quadrant needs to go first, where the problems are the most, etc. A visual inspection was done on the conditions of the streets along with a few testimonies of the residents in Arcola.

Currently, the City does not have funding attached to this nor is there a commitment for funding. Staff has approached newly elected Congressman Troy Nehls from District 22 for assistance. His recommendation, along with the help of Council Member Rosie Rojas, is to seek assistance through House Appropriations Funding for community projects funding.

A proposal is to be submitted to House Appropriations Funding of what needs to be done in the City; then it will be presented to the House Appropriations. Each Congressman is supposed to present 10 projects in his district. There is no guarantee the project will go to the House Appropriations Funding Committee. The requirement is for City Council to approve it is something they need done in the City. The other source of funding is the issuance of Certificates of Obligations and funding through Fort Bend County grants.

The first step is approval from City Council to proceed with the project. The second step is prioritization of the streets. The City would engage on an external consultant on which quadrant should go first.

Overall, the project will be positive and will have a positive impact on the City. The drainage infrastructure will help the stormwater drain away from the streets.

The City will need to engage a feasibility study. To engage a feasibility study, the City will have to go out for bids.

Mr. Gire also presented the street names and sizes in all five districts for the project. These numbers can change once the City engages an external consultant. Mr. Gire requested City Council adopt and approve the CIP project, approve the feasibility study, and to approve staff to seek the funding from all the sources.

City Administrator Annette Goldberg noted that this is strictly a plan and it started from Congressman Nehls having the ability to submit something. Congressman Nehls wants to make sure that City Council and the Mayor want this, and they approve and support it.

Financial Advisor Greg Abarr stated that feasibility studies usually cost money and he asked if it is going to cost the City any money. Mr. Gire responded, yes. Mr. Abarr noted that a feasibility study is not in the budget and staff to find out what the feasibility study will cost and then bring it back to Council to approve an additional cost and budget amendment. Usually, feasibility studies are expensive, and the City must be very careful. Mr. Abarr recommended that Mr. Gire come back before Council with what the costs are going to be and what the benefits are to the City. Mr. Abarr's recommendation is to approve the concept but not approve financing at this time.

Council Member Ebony Sanco so moved to approve the Capital Improvement Plan (CIP), concept plan only, and no financial obligations at this time; **seconded by Council Member Rosie Rojas**. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

G. Discussion, Consideration and Possible Action-Procurement of permitting and code enforcement software and license and service agreement by and between Tyler Technologies, Inc. and the City of Arcola for \$40,075.00.

City Secretary Sally Cantu requested approval for the procurement of permitting and code enforcement software and license and service agreement by and between Tyler Technologies, Inc., and the City of Arcola for \$40,075.00. Ms. Goldberg added that the \$40,075.00 is reimbursable by the CARES fund. Staff welcomes this expenditure and will submit as soon it is approved and paid.

City Attorney Carl Allred noted that he is still in negotiation with Tyler Technologies with regards to the contract.

Council Member Ebony Sanco so moved to approve the funding not to exceed \$40,075.00 and the contract will be approved upon legal review; **seconded by Council Member Rosie Rojas**. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

H. Discussion, Consideration and Possible Action-City Engineer Report by Llarance Turner, update and pending projects and related matters, including;

(a) Final Plat-POST ROAD STREET DEDICATION SECTION 1, A SUBDIVISION OF 2.070 ACRES SITUATED IN THE A. B. LANGERMANN SURVEY, ABSTRACT 170, FORT BEND COUNTY, TEXAS.

City Engineer Llarance Turner presented and reviewed the Final Plat for the Post Road Street Dedication Section 1.

Staff recommended to approve the final plat. It is in the City's ETJ.

Mayor Pro-Tem Florence Jackson so moved to approve the Final Plat—Post Road Street Dedication Section 1 Final Plat; **seconded by Council Member Evelyn Jones.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

- (b) Replat-AAA HWY. 6 Replat No. 2, A SUBDIVISION OF 10.486 ACRES, BEING A REPLAT OF AAA REPLAT HWY. 6 AS RECORDED IN PLAT NO. 2020017, OFFICIAL PUBLIC RECORDS OUT OF THE MANUEL ESCALERA SURVEY ABSTRACT NO. 170 FORT BEND COUNTY, TEXAS.**

City Engineer Llarance Turner presented and reviewed the AAA Hwy. 6 Replat No. 2. It is in the City's ETJ. From the platting standpoint only, staff recommended to approve the replat as submitted.

Council Member Evelyn Jones so moved to approve AAA HWY. 6 Replat No. 2; **seconded by Mayor Pro-Tem Florence Jackson.**

Aye: Council Members Evelyn Jones, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Absent: Chloe Sanco

Motion carried. 4-0

- (c) Approve Change Order No. 1 for Arcola Water Plant paving and drainage project, and related matters.**

City Engineer Llarance Turner presented Change Order No. 1 for the Arcola Water Plant paving and drainage project. The change order is for the original work done with regards to digging the detention pond and putting the concrete entrance driveway. It is coming from CDBG funding. The total change order is for \$147,146.29.

Council Member Rosie Rojas so moved to approve Change Order No. 1 for the Water Plant paving and drainage project for \$147,146.29; **seconded by Council Member Chloe Sanco.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

City Council adjourned into Executive Session at 7:05 p.m.

I. Executive Session-Section 551.074, Texas Government Code

- I. Personnel Matters. Matters related to appointment, employment, assignments, duties, evaluation, discipline, compensation, dismissal of a public officer or employee and related matters. (City Administrator)**

---Closed or executive session as allowed by Section 551.074, Texas Government Code

City Council returned from Executive Session at 7:38 p.m.

J. Consideration and Possible Action-Regarding the evaluation of the City Administrator.

Mayor Fred Burton stated that it gives him great pleasure to bring in Ms. Annette Goldberg as a full-time employee at the City of Arcola.

Mayor Pro-Tem Florence Jackson so moved to convert City Administrator from a contract employee to a paid City Arcola Full-Time employee and an annual salary of \$130,000.00 and authorize the Mayor and the City Attorney to draft a contract for the City Council to review and approve; **seconded by Council Member Chloe Sanco.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0

IX. ADJOURNMENT.

Mayor Pro-Tem Florence Jackson so moved to adjourn at 9:49 p.m.; **seconded by Council Member Evelyn Jones.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Mayor Pro-Tem Florence Jackson, Ebony Sanco, Rosie Rojas

Nay: 0

Motion carried. 5-0