



City of Arcola

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Minutes of Regular Meeting of the City Council of the City of Arcola, County of Fort Bend, State of Texas, held on **Tuesday, January 12, 2021**, beginning at 7:00 p.m. 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.

II. INVOCATION AND THE PLEDGE OF ALLEGIANCE

Mayor Pro Tem Florence Jackson gave the Invocation and Council Member Evelyn Jones led the Pledge of Allegiance.

III. ROLL CALL: Mayor Fred A. Burton, Mayor Pro Tem Florence Jackson, Council Members Evelyn Jones, and Council Member Rosie Rojas were present. Council Members Ebony Sanco and Chloe Sanco were not present during roll call. Also present were City Secretary Sally Cantu, City Administrator Annette Goldberg, City Attorney Carl Allred, and Police Chief Michael V. Ellison.

Council Member Ebony Sanco arrived 7:18 p.m.

Council Member Chloe Sanco arrived at 7:25 p.m.

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 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

V. PUBLIC HEARINGS: None

VI. CITY COUNCIL COMMENTS: Mayor Pro Tem Florence Jackson, Council Member Evelyn Jones and Council Member Council Member Chloe Sanco and Council Member Rosie Rojas

There were no comments from Mayor Pro Tem Florence Jackson. City Administrator Annette Goldberg addressed Ms. Jackson on the Wi-Fi for the City of Arcola. Mayor Burton is setting a zoom meeting for a potential contractor for the Wi-Fi. There were no comments from Council Member Rosie Rojas and Council Member Evelyn Jones.

VII. CONSENT AGENDA:

A. Approval of previous meeting minutes.

Council Member Evelyn Jones so moved to approve minutes of December 8, 2020; **seconded by Mayor Pro Tem Florence Jackson.** All were in favor.

Aye: Council Members Evelyn Jones, Florence Jackson, Ebony Sanco and Rosie Rojas.

Nay: 0

Absent: Council Member Chloe Sanco

Motion carried. 4-0

B. Discussion, Consideration and Possible Action—November Financial Report by Ham, Langston & Brezina, L.L.P.

City Bookkeeper Ruthie Cable reviewed the Financial Report for the month of November 2020.

C. Discussion, Consideration and Possible Action—Water and Wastewater Systems and including Operator's Report by John Montgomery, Municipal Operations and Consulting, including;

(a) Sewer pipes on Coen, North Pine and South Pine, inspections, resolution, timing, and funding in the amount of \$19,800.00 and related matters.

John Montgomery, Utility Operator, reviewed the Operations Report for the month of December 2020.

Mr. Montgomery presented List No. 1 of 25 delinquent water accounts for potential water cut-off date on February 2, 2021. Council Members Rosie Rojas, Evelyn Jones, Chloe Sanco, Ebony Sanco and Mayor-Pro Tem Florence Jackson agreed on disconnecting the water vales on the 25 delinquent accounts.

Mr. Montgomery presented List No. 2 delinquent sewer accounts that have been addressed. He will proceed with the disconnect process on those accounts not addressed by January 18, 2021.

- (a) Mr. Montgomery reported that sewer pipelines were exposed during a County ditch cleaning project on Coen and North Pine Streets. He did not have South Pine on his list. The exposed shallow sewer pipelines will need to be relocated. Mr. Montgomery requested adjusting the sewer lines, dig them up and relocate them deeper and get them on the ditch line. The cost for the project is \$19,800.00 for fifteen (15) total sewer line adjustments.

Mayor Pro Tem Florence Jackson so moved to approve the repairs on Coen and North Pine Streets for \$19,800.00 and exclude South Pine Street; **seconded by Council Evelyn Jones.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

VIII. REGULAR AGENDA

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

- (a) Land Inventory**
- (b) The history of land sale, during Mayor’s tenure**
- (c) Maintenance, including condition of streets on the far south end of the city limit**
- (d) COVID-19 19 expenditures—Cares Act reimbursement**

- (a) Mayor Burton reported that there are a lot of vacant lots that belong to the City. The City is responsible for clearing them and not much the City can do with them. He suggested getting the lots out of the City’s inventory.

- (b) Mayor Burton also reported that there was a potential sale for a lot on Farmersville Road. He requested Council’s suggestion and guidance.

Greg Abarr noted that maintaining the lots is costing the City money. The City is not getting any benefit from the property. Disposing of the property would be financially in the best interest of the City.

Council Member Chloe Sanco so moved to move forward on land inventory and to allow potential buyers to appraise the property to find out what the appraisal value is and if it is something to bring back to Council, a decision will be made to sell, or the City go out to get their own appraisal; seconded by Council Member Florence Jackson. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

- (c) Mayor Burton followed up on a complaint reported to Council Member Evelyn Jones by a citizen pertaining to the bad condition of North Street and Peach Street. He reached out to the crane company and they agree. Mayor presented a bid to the crane company on how much it will cost to repair the streets.

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

(a) FEMA

City Administrator Annette Goldberg gave an update on the FEMA reimbursement request.

(b) Cares Reimbursement

Zahoor Gire, Contractor for the City of Arcola, reviewed the Cares Reimbursement for the City of Arcola. He also reported amount granted to the City.

C. Discussion, Consideration and Possible Action—City Hall Project, acceptance of a donation to the City of Arcola and related matters.

Ms. Goldberg requested acceptance of a donation of \$8,000.00 for the City Hall art project prepared by Reagan Corbett.

The City needs a method to accept the donation of \$8,000.00 for the art project. This item is to provide a method in which she can deposit the check and allocate it in the budget.

Council Member Rosie Rojas so moved to accept the donation of \$8,000.00 and to set up an account for the art project; **seconded by Mayor Pro Tem Florence Jackson**. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

D. Discussion, Consideration and Possible Action—Approval of amended contract for Ham, Langston & Brezina for Bookkeeping services.

City Administrator Annette Goldberg presented an amended contract for Ham, Langston & Brezina for bookkeeping services. What they initially thought they were going to do for the City has consumed more time. They are asking to invoice one flat fee to include everything and easier to bill, instead of doing an itemed invoice for basic services. Ms. Goldberg recommended approving an amended contract from \$2,500.00 a month to \$3,500.00 a month, all inclusive.

Mayor Pro Tem Florence Jackson so moved to amend the contract for Ham, Langston, and Brezina for Bookkeeping Services; **seconded by Council Member Evelyn Jones**. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

E. Discussion, Consideration and Possible Action—Ordinance No. 2021-01-12; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS, ESTABLISHING THE POSITION OF THE CHIEF FINANCIAL OFFICER; PROVIDING FOR THE APPOINTMENT OF THE CHIEF FINANCIAL OFFICER; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Fred Burton reported that Greg Abarr has agreed to be the Chief Financial Officer of the City of Arcola. It is a non-paid position. His input for the City's financials is of great need. Greg Abarr noted that he will be working with the bookkeeper and City Administrator on reviewing the financials of the City on a month-to-month basis to make sure the City is getting the best out of the taxes and revenue the City collects. He will be working with Ms. Goldberg on the Cares Act trying to get more money for the City and with FEMA and some of the Developers.

Mayor Pro Tem Florence Jackson so moved to approve Ordinance No. 2021-01-12; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS ESTABLISHING THE POSITION OF THE CHIEF FINANCIAL OFFICER; **seconded by Council Member Evelyn Jones**. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

F. Discussion, Consideration and Possible Action—Ordinance No. 2021-01-12A; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS, REPEALING AND REPLACING ORDINANCE NO. 11-11-03-A ESTABLISHING SIGNATORY REQUIREMENTS FOR CITY CHECKS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING FOR AN EFFECTIVE DATE.

Ms. Goldberg presented Ordinance No. 2021-01-12A giving Chief Financial Officer Greg Abarr the ability, when needed, to sign for checks. It will prevent a lot of Council Members from having to come in the building if they are not comfortable.

Council Member Evelyn Jones so moved to approve Ordinance No. 2021-01-12A; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS, REPEALING AND REPLACING ORDINANCE NO. 11-11-03-A ESTABLISHING SIGNATORY REQUIREMENTS FOR THE CITY CHECKS; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING FOR AN EFFECTIVE DATE; **seconded by Mayor Pro Tem Florence Jackson**. All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas
Nay: 0
Motion carried. 5-0

G. Discussion, Consideration and Possible Action—ORDINANCE NO. 2021-01-12B; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS, AUTHORIZING SPENDING AUTHORITY FOR THE MAYOR; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING FOR AN EFFECTIVE DATE.

City Administrator Goldberg noted that this ordinance authorizes the Mayor to have a spending authority of \$10,000.00. **Mayor Pro Tem Florence Jackson** so moved to approve ORDINANCE NO. 2021-01-12B; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARCOLA, TEXAS, AUTHORIZING SPENDING AUTHORITY FOR THE MAYOR; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL; AND PROVIDING FOR AN EFFECTIVE DATE; **seconded by Council Member Chloe Sanco.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas
Nay: 0
Motion carried. 5-0

H. Discussion, Consideration and Possible Action—Ordinance No. 2021-01-12C; AN ORDINANCE OF THE CITY OF ARCOLA, TEXAS RELATING TO COMPENSATION AND BENEFITS OF ELECTED OFFICIALS AMENDING ORDINANCE NO. 2020-08-11 OF THE CITY OF ARCOLA, TEXAS TO INCREASE THE COMPENSATION OF THE MAYOR PRO TEM, CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT; PROVIDING FOR SEVERABILITY, PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE.

Council Member Evelyn Jones so moved to approve Ordinance No. 2021-01-12C; AN ORDINANCE OF THE CITY OF ARCOLA, TEXAS RELATING TO COMPENSATION AND BENEFITS OF ELECTED OFFICIALS AMENDING ORDINANCE NO. 2020-08-11 OF THE CITY OF ARCOLA, TEXAS TO INCREASE THE COMPENSATION OF THE MAYOR PRO TEM, CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT; PROVIDING FOR SEVERABILITY, PROVIDING FOR REPEAL AND PROVIDING FOR AN EFFECTIVE DATE; **seconded by Council Member Rosie Rojas.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas
Nay: 0
Motion carried. 5-0

I. Discussion, Consideration and Possible Action—Chief of Police Report by Chief Michael V. Ellison; including Arcola Police Department Policy Manual and General Orders; updates and related matters.

Chief Michael V. Ellison reviewed the Arcola Police Department Policy Manual and General Orders. This is only a fraction of the manual and more policies will be added. Chief Ellison also reviewed the quarterly police report for October, November, and December 2020.

He reported that the radios are in and the City will be receiving approximately \$21,900.00 from H-GAC (Houston-Galveston Area Council).

Mayor Pro Tem Florence Jackson so moved to approve the Arcola Police Department Policy Manual and General Orders; **seconded by Council Member Evelyn Jones.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas
Nay: 0
Motion carried. 5-0

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

(a) Final Plat of GLENDALE LAKES SECTION 9; A SUBDIVISION OF 68.24 ACRES OF LAND LOCATED IN THE I. & G.N. RAILROAD CO. SURVEY, A—352 FORT BEND COUNTY, TEXAS; 113 LOTS, 4 BLOCKS AND 10 RESERVES

City Engineer Llarance Turner reviewed the facility map on the location of Glendale Lakes, Section 9 is located. The plat has been reviewed and recommended for approval.

Council Member Evelyn Jones so moved to approve the final plat of GLENDALE LAKES SECTION 9; A SUBDIVISION OF 68.24 ACRES OF LAND LOCATED IN THE I. & G.N. RAILROAD CO. SURVEY, A—352 FORT BEND COUNTY, TEXAS; 113 LOTS, 4 BLOCKS AND 10 RESERVES; **seconded by Mayor Pro Tem Florence Jackson.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

(b) Final Plat of GLENDALE LAKES SECTION 10; A SUBDIVISION OF 13.395 ACRES OF LAND LOCATED IN THE I & G.N. RAILROAD CO. SURVEY, A—352 FORT BEND COUNTY, TEXAS; 71 LOTS, 6 BLOCKS AND 7 RESERVE

City Engineer Llarance Turner reviewed the facility map on the location of Glendale Lakes Section 10. The final plat has been reviewed and recommended for approval.

Council Member Evelyn Jones so moved to approve final plat of GLENDALE LAKES SECTION 10; A SUBDIVISION OF 13.395 ACRES OF LAND LOCATED IN THE I & G.N. RAILROAD CO. SURVEY, A—352 FORT BEND COUNTY, TEXAS; 71 LOTS, 6 BLOCKS AND 7 RESERVE; **seconded by Mayor Pro Tem Florence Jackson.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

(c) Midfield West Plat Submittal—A SUBDIVISION OF A 0.7452 ACRE TRACT OF LAND BEING OUT OF LOT 1, NEW YORK, AND TEXAS LAND COMPANY SUBDIVISION (VOL. 26, PG. 596; F.B.C.D.R.) IN THE MANUEL ESCALERO SURVEY ABSTRACT NO. 170, CITY OF ARCOLA, FORT BEND COUNTY, TEXAS, 1 RESERVE, 0 LOTS, 1 BLOCK

Mr. Turner reviewed the Midfield West Plat Submittal. At this time staff recommends disapproving the plat because they have not addressed all the items required by City Ordinances.

Council Member Rosie Rojas so moved to disapprove Midfield West Plat Submittal—A SUBDIVISION OF A 0.7452 ACRE TRACT OF LAND BEING OUT OF LOT 1, NEW YORK, AND TEXAS LAND COMPANY SUBDIVISION (VOL. 26, PG. 596; F.B.C.D.R.) IN THE MANUEL ESCALERO SURVEY ABSTRACT NO. 170, CITY OF ARCOLA, FORT BEND COUNTY, TEXAS, 1 RESERVE, 0 LOTS, 1 BLOCK; **seconded by Mayor Pro Tem Florence Jackson.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0

VIII. ADJOURNMENT.

Council Member Chloe Sanco so moved to adjourn at 9:23 p.m., **seconded by Council Member Rosie Rojas.** All were in favor.

Aye: Council Members Evelyn Jones, Chloe Sanco, Florence Jackson, Ebony Sanco and Rosie Rojas

Nay: 0

Motion carried. 5-0