

CITY OF EL CAMPO
REGULAR CITY COUNCIL MEETING MINUTES
315 E. JACKSON - CITY COUNCIL CHAMBERS

FEBRUARY 28, 2011, 7:00PM

City Council present: Mayor Richard Young; Mayor Pro-Tem Anthony Collins; Ed Erwin; Chase Nielsen; Robert Boone; Charlotte Brown; and Randy Collins.

City Councilors absent: None.

City Employees present: City Attorney Ronny Collins; City Manager Mindi Snyder; Building Inspector Wayne Popp; Public Works Director Brad Ramsey; Finance Director Courtney Sladek; Police Chief Terry Stanphill; Community Services Director Chris Barbee; EMS Director Jimmy George; Senior Accountant Willie Gutierrez; and City Secretary Cindy Cerny.

Media: Shannon Crabtree with the El Campo Leader-News.

Guests: Dave Drewett; Chandra Spenrath; Gwen Willis; and Jessica Shanks.

Mayor Young called the meeting to order at 7:00 p.m. with all reciting the Pledge of Allegiance. Nielsen gave the invocation.

3. Public Comments:

At this time, any person with city-related business, not scheduled on the agenda, may speak to the City Council. In compliance with the Texas Open Meetings Act, the City Council is limited to making a statement of specific factual information in response to the inquiry, or reciting existing policy, but may not discuss, deliberate, or take any action on any item. The issue may be placed on a future agenda for consideration.

Mayor Young asked if anyone wished to comment on an item that was not specifically listed on the agenda.

There were no comments at this time.

4. Consideration of and action on minutes: (Regular Meeting February 14, at 7:00 PM).

Councilman Boone made a **MOTION**, seconded by Councilman Anthony Collins, to approve the minutes of the Regular Meeting of February 14th at 7:00 p.m. as presented. Vote for approval was 7 to 0. Motion carried.

5. Consideration of and action on ORDINANCE NO. 2011-04 for the voluntary annexation request for the El Campo Country Club.

City Manager Mindi Snyder noted that staff has been working with the El Campo Country Club since September on a request for voluntary annexation. The Country Club Board did approve moving forward with the utility extension project and Crostex has already been onsite and done the survey work. Planning and Zoning did consider the Voluntary Annexation on February 23, 2011 and it was unanimously approved. The next step is to approve the Ordinance.

Councilman Randy Collins made a **MOTION**, seconded by Councilman Nielsen, to approve ORDINANCE NO. 2011-04 for the voluntary annexation request for the El campo Country Club. Vote for approval was 7 to 0. Motion carried.

ORDINANCE NO. 2011-04

AN ORDINANCE PROVIDING FOR THE VOLUNTARY ANNEXATION AT THE REQUEST OF THE PROPERTY OWNERS OF 65.79 ACRES OF LAND, MORE OR LESS, SITUATED IN THE I. & G. N. R. R. CO. SURVEY NO. 14, ABSTRACT NO. 235, TRACT 8B-1, 9E , WHARTON COUNTY, TEXAS, RECORDED IN VOLUME 722 ON PAGE 83, OF THE DEED RECORDS OF WHARTON COUNTY, TEXAS; SAID TRACT LIES ADJACENT TO AND ADJOINS THE PRESENT BOUNDARY OF THE CITY OF EL CAMPO, TEXAS; SAID TRACT IS BEING ANNEXED WITH SPECIFIED ZONING OF "C-2" GENERAL COMMERCIAL DISTRICT; PROVIDING FOR A SERVICE PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

6. Consideration of and action on the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2010.

City Manager Snyder noted that Steve Van Manen of Harrison, Waldrop, Uherek, L.L.P. was present to discuss the CAFR. He met with the Finance Committee earlier today and went over the report in detail.

Van Manen briefed Council on certain sections of the report so that they would know where to locate certain information. He noted that the City once again received an Achievement of Excellence Award from the Government Finance Officer's Association for the ninth consecutive year. He added that he felt the award would be received for this document as well. He stated that City staff goes above and beyond and discloses way more information than is required by law.

Erwin made a **MOTION**, seconded by Councilman Boone, to approve the Comprehensive Annual Financial Report for the fiscal year ended September 30, 2010 as presented. Vote for approval was 7 to 0. Motion carried.

7. Consideration of and action on the award of a bid for a compressor for the Volunteer Fire Department.

Snyder informed Council that bids were received for a breathing air compressor for the Fire

Department. Only 1 bid was received and staff recommends approval with the purchase to be made through a capital lease for two years rather than three since the amount would fall within the budget. Snyder added that El Campo Volunteer Fire Chief James Nielsen should be commended for his efforts in putting together bids specs to get a better price than going through HGAC.

Nielsen stated that the cost of the compressor would have been approximately \$7,000 - \$8,000 more if purchased through HGAC. He added that the new compressor would be in module units so that if a part fails only that part or module would need to be replaced.

Snyder noted that Finance Director Sladek would work on some financing options.

Mayor Young asked if the City could self-finance the cost? Snyder replied that was an option.

Councilman Randy Collins suggested that the City pay for the compressor out of Fund Balance.

Councilman Randy Collins made a **MOTION**, seconded by Councilman Boone, to accept the bid from Gulf Coast Breathing Air for the amount of \$33,848 as a 1-time purchase from the City's Fund Balance. Vote for approval was 7 to 0. Motion carried.

8. Consideration of and action on the award of a bid for an Ambulance through HGAC.

City Manager Snyder noted that a HGAC pricing worksheet presented by EMS Director Jimmy George was included in the packet. A purchase through HGAC does comply with the state and local bidding requirements. Staff is recommending approval since the bid was \$125,650 and \$130,000 was actually budgeted.

Mayor Young asked George if ambulances in the past had been purchased through the bidding process, rather than through HGAC?

George replied that the other entities do not provide the same type of equipment and service as Frazier in Houston, TX.

Councilman Nielsen noted that the city's most updated ambulances are from Frazier. With these ambulances, the box is separate from the cab; therefore making it possible to swap the chassis if necessary.

Councilman Anthony Collins made a **MOTION**, seconded by Councilman Nielsen, to approve the bid through HGAC for a new ambulance for a cost of \$125,650. Vote for approval was 7 to 0. Motion carried.

9. Consideration of and action on ORDINANCE NO. 2011-02 granting the right, privilege and franchise to Wharton county Electric Cooperative, Inc. and its successors, and assigns, to use the public rights-of-way of the City of El Campo, Texas, for the distribution of electric power; providing for period of grant; for method of acceptance; for consideration; for construction and relocation of system facilities; for assignment; and for repeal of conflicting ordinances.

Mayor Young noted that this was the second reading of three and would be presented at a future meeting for action at that time.

ORDINANCE NO. 2011-02

AN ORDINANCE GRANTING THE RIGHT, PRIVILEGE AND FRANCHISE TO WHARTON COUNTY ELECTRIC COOPERATIVE, INC., AND ITS SUCCESSORS AND ASSIGNS, TO USE THE PUBLIC RIGHTS-OF-WAY OF THE CITY OF EL CAMPO, TEXAS FOR THE DISTRIBUTION OF ELECTIC POWER; PROVIDING FOR PERIOD OF GRANT; FOR METHOD OF ACCEPTANCE; FOR CONSIDERATION; FOR CONSTRUCTION AND RELOCATION OF SYSTEM FACILITIES; FOR ASSIGNMENT; AND FOR REPEAL OF CONFLICTING ORDINANCES.

10. Consideration of and action on RESOLUTION NO. R2011-07 authorizing that the El Campo Police Department Firearms Training Simulator Project be operated for the 2012 Funding Cycle and authorizing the Police Chief to act as the City's authorized official and authorized representative in all matters pertaining to the City's participation in the grant program.

Snyder noted that the Police Department is attempting to receive grant funding through HGAC for a firearms training simulator project. There are no matching funds required for this grant. This Resolution would also designate Chief Terry Stanphill as the authorized official in all matters pertaining to this grant.

Stanphill informed Council that the grant was for \$32,563 and would be used for computer software that contained training aids for various scenarios if received.

Councilman Erwin made a **MOTION**, seconded by Councilman Boone, to approve RESOLUTION NO. R2011-07 authorizing that the El Campo Police Department Firearms Training Simulator Project be operated for the 2012 Funding Cycle. Vote for approval was 7 to 0. Motion carried.

RESOLUTION NO. 2011-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAMPO, TEXAS, AUTHORIZING THAT THE ECPD FIREARMS TRAINING SIMULATOR PROJECT BE OPERATED FOR THE 2012 FUNDING CYCLE; AND AUTHORIZING THE POLICE CHIEF TO ACT AS THE CITY'S AUTHORIZED OFFICIAL AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE GRANT PROGRAM.

11. Consideration of and action on ORDINANCE NO. 2011-03 altering the prima facie speed limits established for vehicles under the provisions of Texas Transportation Code § 545.356, upon the basis of an engineering and traffic investigation, upon certain streets and highways, or parts thereof, within the corporate limits of the City of El Campo, as set out in this ordinance; and providing a penalty of a fine not to exceed \$200 for the violation of this ordinance.

Snyder noted that she had received inquiries about the possibility of lowering the speed limit around the intersection of the West Loop and Highway 71 due to the growth in that area, the number of accidents, and the potential for hazardous conditions due to the speeds approaching the intersection. Chief Stanphill contacted TxDOT who agreed to look into the traffic patterns; however, were not able to get counts in the area because of the construction on Highway 71. TxDOT did do the rest of the area and agreed to reduce the speed both directions from the West Loop intersection. The

speed limit would be reduced to 40mph towards the school until the school zone is reached. This would apply only during school hours. Otherwise, it would be 50mph. On the other side of the intersection, the speed would also be reduced to 40mph until the last Wal-Mart entrance is passed, then would increase to 50mph for the remainder of the loop. If approved by Council, the speed limit would not go into effect until after proper publication and 10 day grace period has passed.

Mayor Young stated that he felt the speed limit on the entire loop should be reduced to 40mph because of the number of businesses located along both sides. He asked Chief Stanphill if he had any input on the matter?

Stanphill replied that TxDOT has strict standards and policies that they follow to adjust speed limits.

Councilman Randy Collins stated that he was pleased to see that TxDOT acted on the issue so quickly.

Councilman Randy Collins made a **MOTION**, seconded by Councilman Anthony Collins, to approve ORDINANCE NO. 2011-03 altering the prima facie speed limits established for vehicles under the provisions of Texas Transportation code § 545.356. Vote for approval was 7 to 0. Motion carried.

RESOLUTION NO. 2011-03

AN ORDINANCE ALTERING THE PRIMA FACIE SPEED LIMITS ESTABLISHED FOR VEHICLES UNDER THE PROVISIONS OF TEXAS TRANSPORTATION CODE § 545.356, UPON THE BASIS OF AN ENGINEERING AND TRAFFIC INVESTIGATION, UPON CERTAIN STREETS AND HIGHWAYS, OR PARTS THEREOF, WITHIN THE CORPORATE LIMITS OF THE CITY OF EL CAMPO, AS SET OUT IN THIS ORDINANCE; AND PROVIDING A PENALTY OF A FINE NOT TO EXCEED \$200 FOR THE VIOLATION OF THIS ORDINANCE.

12. Consideration of and action on RESOLUTION NO. R2011-08, authorizing the execution of the Advance Funding Agreement for voluntary local government contributions to transportation projects with no required match.

Snyder noted that this item relates to the Green Ribbon Project. Community Services Director Chris Barbee has begun to move forward with the project.

Mayor Young asked Barbee when the project would begin if the agreement was approved?

Barbee replied that it should begin in June if a successful bid is received. He added that the agreement states that the City is responsible for the sign. A bid was received from a company listed on the Advance Funding Agreement at a cost of \$2,440 for the 2 "El Campo" signs. Barbee said he was not sure how this would be paid for, but would like to look into the possibility of using some of the Hotel/Motel tax. The city would also be responsible for maintenance of the landscaping. The project is supposed to include approximately 80 plants. Barbee noted that he was checking in to alternatives to water the landscaping. An irrigation system was included in the beginning; however, was too expensive making the project cost prohibitive.

Councilman Erwin made a **MOTION**, seconded by Councilman Anthony Collins, to approve RESOLUTION NO. R2011-08, authorizing the execution of the Advance Funding Agreement for

voluntary local government contributions to transportation projects with no required match. Vote for approval was 7 to 0. Motion carried.

RESOLUTION NO. R2011-08

ADVANCE FUNDING AGREEMENT FOR VOLUNTARY LOCAL GOVERNMENT CONTRIBUTIONS TO TRANSPORTATION IMPROVEMENT PROJECTS WITH NO REQUIRED MATCH.

13. Consideration of and action on City of El Campo Fiscal Policies and Procedures.

City Manager Snyder noted that the Finance/Audit Committee had met and reviewed the City's Fiscal Policies and Procedures. The only proposed change was related to the take home vehicle policy – to change the mileage to within 10 miles as opposed to the 5 miles that is currently in the policy. Staff felt it pertinent to compile the various documents into one so that they could be reviewed with Department Heads and Supervisors so that they are uniformly enforced.

Councilman Randy Collins stated that he would like to thank staff for getting these policies and procedures implemented with training.

Councilman Randy Collins made a **MOTION**, seconded by Councilman Boone, to approve the City of El Campo Fiscal Policies and Procedures with the proposed change. Vote for approval was 7 to 0. Motion carried.

14. Consideration of and action on Strategic Planning Document for the City of El Campo.

City Manager Snyder thanked all of those who attended the Strategic Planning Workshop on January 17th. She added that the information put together by LCRA was included for review. If there are no changes, Chris with LCRA will provide bound copies of the report for future use.

Mayor Young noted that it was brought to his attention that a correction needed to be made in the "Economic Development" Section – ½ cent sales tax should read ¼ cent sales tax.

Snyder stated that her vision was to formalize the Mission Statement to give staff something to focus on and help in preparation of the budget. Priorities and action plans are also included so that staff can begin to address them.

Councilman Randy Collins asked Snyder if workshops were consideration for future planning? He also suggested holding these workshops on a biannual or annual basis.

Snyder replied absolutely so as this is just a starting point. This document is basically for internal staff purposes.

Mayor Young suggested changing the title to "Strategic Planning Document" rather than "Comprehensive Plan Update". All agreed.

Councilman Erwin suggested holding the workshops after the new council comes on board – possibly during the summer months.

Young suggested broadening attendance to citizens as well in order to obtain more input on various issues.

Councilman Randy Collins made a **MOTION**, seconded by Councilman Erwin, to accept the Strategic Planning Document of 2011 for the City of El Campo with proposed changes. Vote for approval was 7 to 0. Motion carried.

15. Executive Session.

- a. Pursuant to Section §551.072 of the Texas Local Government Code, the City Council will retire into executive session for the purpose of discussing real property.**

Mayor Young opened the Executive Session at 7:58 p.m.

(Councilman Erwin left during executive session.)

Mayor Young closed the Executive Session at 8:42 p.m.

16. Take Action, if necessary, regarding the executive session.

Councilman Randy Collins made a **MOTION**, seconded by Councilman Boone, to approve the purchase of Lot 50 or 53 situated in the J.B. Morford Survey, Abstract 521, on terms not to exceed the purchase price of \$10,000 in exchange for Lot 31. Vote for approval was 6 to 0. Motion carried.

17. Announcements.

Mayor Young reminded Council of some upcoming events: Rotary Fundraiser on March 3rd; Fire Department Oyster Supper on March 7th, and Chamber Gala on March 10th.

18. Adjournment.

There being no further business, Mayor Young adjourned the meeting at 8:45 p.m.

Attest:

Cindy Cerny, City Secretary

Richard Young, Mayor