Minutes of Regular

The City Council Regular Meeting of Monday, June 8, 2020

BE IT KNOWN THAT, a City Council Regular Meeting of the Regular of City of Richwood was held Monday, June 8, 2020, beginning at 6:00 PM in the Richwood City Hall
1800 N. Brazosport Blvd.
Richwood, Texas 77531.

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

II. INVOCATION

Mayor Boykin led the invocation.

III. PLEDGES OF ALLEGIANCE

Mayor Boykin led the pledges.

IV. ROLL CALL OF COUNCIL MEMBERS

Steve Boykin, Mayor

Mike Johnson, Position 1 – via Web

Melissa Strawn, Position 2

Matthew Yarborough, Position 3

Mark Brown II, Position 4 – via Web

Katie Johnson, Position 5

Others present: Eric Foerster, City Manager; Kirsten Garcia, City Secretary; Matt Allen, City Attorney; Clif Custer, Public Works Director; Stephen Mayer, Chief of Police; Marty Coursey, Interim Finance Director.

V. PUBLIC COMMENTS

Rodrigo Escalante – 2918 Oakwood Shores Drive – Asked if the city was still paying out over time to the employees. There was never anything put out the public on whether this was authorized spending or where this overtime money came from and what was cut. The city did not do anything special, there was no PPE distributed or used by city employees. Residents and business owners are having to close and not work, while City Hall was reopened, and the public was not allowed at a City Council meeting.

VI. CONSENT AGENDA

VI.A. Approve a resolution to participate in the Texas SmartBuy Program of the State of Texas.

Discussion held on what the City was using prior to this request.

Matt Yarborough asked if it was $100 per year?

Marty Coursey stated, yes, it is a yearly registration.

Mark asked if we changed the authorized contacts to include the City Manager.

Kirsten Garcia stated that would need to be amended in the motion for the resolution, but yes, we will have that changed.

Katie Johnson motioned to approve a resolution to participate in the Texas SmartBuy Program of the State of Texas, listing the City Manager and City Secretary as authorized contacts, with second by Matthew Yarborough and all present members voting aye, motion carries.

VI.B. Approve a resolution amending the authorized representatives under the investment agreement for TexPool and TexPool *Prime* Investment Pool with authority to open accounts, deposit and withdraw funds, and to designate other authorized representatives as needed.

Mike Johnson asked who was currently listed on our account.

Kirsten Garcia stated we currently have all former employees listed on the account, so we need a resolution to get contacts modified.

Marty Coursey stated the only currently contact we have is the Mayor but we need two signatures to make any changes.

On a motion by Katie Johnson, second by Melissa Strawn, a resolution amending the authorized representatives under the investment agreement for TexPool and TexPool Prime Investment Pool with authority to open accounts, deposit and withdraw funds, and to designate other authorized representatives as needed was approved.

VI.C. Approve a resolution to amend the authorized representatives under the TexStar Public Investment Pool Interlocal Agreement.

Marty Coursey presented.

On a motion by Matt Yarborough, second by Katie Johnson with all present members voting aye, a resolution to amend the authorized representatives under the TexStar Public Investment Pool Interlocal Agreement was approved.

VI.D. Approve a resolution to amend the authorized representatives under the LOGICPublic Investment Pool Interlocal Agreement.

On a motion by Katie Johnson, second by Matthew Yarborough with all present members voting aye, ***a resolution to amend the authorized representatives under the LOGICPublic Investment Pool Interlocal Agreement***

VI.E. Approve Investment Report (Q1&Q2, FY2019-2020) as amended.

Melissa Strawn asked for explanation for amendment to Investment Reports

Marty explained that the previous reports were not submitted within the State's required guidelines.

On a motion by Katie Johnson, second by Matthew Yarborough with all present members voting aye, the amended investment report (Q1 & Q2, FY 2019-2020) was approved.

VI.F. Approve April 2020 Budget Report

Mike Johnson asked if this report includes the sales tax allocation due to the Transportation Fund.

Eric Foerster stated the report includes the funds, but they have not been transferred to the Transportation Fund.

On a motion by Katie Johnson, second by Mike Johnson with all present members voting aye, the April 2020 Budget Report was approved

VII. DISCUSSION AND ACTION ITEMS

VII.A. Discuss and consider a resolution approving issuance up to a maximum amount of $15,000,000 Brazosport Water Authority Special Project Revenue Bonds (Harris Reservoir Expansion Project), taxable Series 2020 and any additional series; and containing other provisions relating to the subject.

Presented by: Tim Finley, Dow & Ronnie Woodruff, BWA

Mike Johnson asked what other cities have approved.

Tim Finley stated Lake Jackson has approved and Oyster Creek as approved. We have a few other cities this week we are speaking to.

Discussion held on how the bond was split between the cities and who was responsible for repaying the debt.

On a motion by Matthew Yarborough, second by Katie Johnson with Mike Johnson, Melissa Strawn, Matthew Yarborough and Katie Johnson voting aye and Mark Johnson voting nay, a resolution approving issuance up to a maximum amount of $15,000,000 Brazosport Water Authority Special Project Revenue Bonds (Harris Reservoir Expansion Project), taxable Series 2020 and any additional series; and containing other provisions relating to the subject was approved

VII.B. Discuss and consider request from Keep Richwood Beautiful to rename Richwood Municipal Park, Presented by Kimberly Mayer, KRB Executive Director

Kimberly Mayer, Executive Director of Keep Richwood Beautiful, presented.

On a motion by Katie Johnson, second by Melissa Strawn, with all present members voting aye, renaming Richwood Municipal Park to Ellis Park was approved.

VII.B. Discuss and consider convening a committee to review Policy #1303 in the Policy and Procedure Manual regarding the Event of an Emergency Closing of City Offices.

Discussion was held on the current policy, and the impact towards budget and operations. Council expressed concern as to there being no access to the current policy and lack of awareness as it pertained to overtime pay. Council agreed the policy needs to be reviewed and potentially revised. Mayor Boykin and Council Member Katie Johnson, along with City staff are to review the policy and make changes for Council's review

Josh Strawn – 33219 Blue Marlin Drive - Did only the two people approve the unbudgeted spending or did the council wholly approve. Did the city reach out to other cities in our area to see if they were paying out this kind of money? I read in the paper that the mayor reached out to other cities and they were doing the same. None of them paid time and a half.

Mayor stated he misspoke to the newspaper – but we did not check with all the other cities to see what they were doing.

Christine Escalante - 2918 Oakwood Shores Drive - asked what spending what done and what departments will see reimbursements.

Melissa Strawn stated that the current policy stated the city reserves the right to amend, change or delete this policy at any time, with or without prior notice. She also asked why council was not given the policy up front so we could change it.

VII.D. Consider approving a transfer of $6,000 from Sewer Lines M&R (30-20-5390) to Building and Grounds M&R (30-20-5310).

Clif Custer presented .

On a motion by Melissa Strawn, second by Mark Brown II, with all present members voting aye, a transfer of $6,000 from Sewer Lines M&R (30-20-5390) to Building and Grounds M&R (30-20-5310) was approved.

VII.E. Discuss and consider approving a resolution to establish a time frame as to which late fees and disconnections will be suspended due to COVID-19.

Kirsten Garcia presented.

Discussion held on States guidelines and recommendations to local authorities.

On a motion by Mike Johnson, second by Matthew Yarborough, with all present members voting aye, an extension of utility billing late fees and disconnects was granted until July 15 following state guidelines.

VII.F. Presentation and discussion of Capital Improvement Projects Update

Clif Custer presented CIP Update (attached).

VII.G. Discuss and/or approval of the continuation of auditing services provided by Kennemer, Masters & Lunsford for the period ending September 30, 2020 and provide alternatives.

On a motion by Mark Brown II, second by Melissa Strawn, with all present members voting aye, a Request for Qualifications for Auditing Services was approved.

VII.H. Approve items removed from the Consent Agenda

VIII. EXECUTIVE SESSION

VIII.A. Pursuant to Chapter 551.0745, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee:

Regular Council Session was recessed at 8:20 p.m.

VIII.A.1. Eric Foerster, City Manager

VIII.A.2. Patricia Ditto as Finance Director

Regular session was reconvened at 9:42p.m.

IX. ACTION AS RESULT OF EXECUTIVE SESSION

There was no action for item VII.A.1

On a motion by Mark Brown II, second by Katie Johnson, with all present members voting aye, Patricia Ditto was appointed as Deputy Finance Director.

X. CITY MANAGER'S REPORT

Eric Foerster Reported.

XI. COUNCIL MEMBER COMMENTS & REPORTS

Mark recognize mayor and his effort keeping citizens informed. Stated he would like agenda item for discussion on policies and use of force policies to keep citizens informed on where we are.

XII. MAYOR'S REPORT

Mayor reported updates on COVID-19.

XIII. FUTURE AGENDA ITEMS

Discussion on policy and use of force

XIV. ADJOURNMENT

Being there no further business, the meeting was adjourned at 9:50 p.m.

These minutes were read and approved on this 10th day of August, 2020.

____
Mayor

ATTEST:

____