

COUNTY OF CHAMBERS  
STATE OF TEXAS

**City of Beach City – City Council Regular Meeting Minutes**

The City Council of the City of Beach City, Texas met in a **Regular Session & Public Hearing for Fiscal Year 2018-2019** on **June 26, 2018** at the Beach City Community Building, 12723 FM 2354 Beach City, TX. 77523

Members Present: Mayor Billy Combs (presiding), Mayor Pro Tem Jackey Lasater, Alderman Doug Walker, Alderman Dana Colquitt and Alderman Ray Smith

Members Absent: Alderman Paul Newman

Staff Present: City Secretary Evonne Donnelly

Legal Counsel Present: City Attorney Daniel Jackson

**1. Call to order and announcement of quorum**

On Tuesday, June 26, 2018 Mayor Combs called the meeting to order at 6:09 P.M. and announced enough members are present for a quorum.

**2. Invocation and Pledge of Allegiance**

Mayor Combs offered prayer. Alderman Smith led the Pledge of Allegiance to the United States and Texas flags.

**3. Public Comments** (Limited to five minutes per person)

None

**4. Public Hearing for Citizen's Comments concerning Fiscal Year (FY) 2018-2019 Budget**

The public hearing commenced at 6:17 P.M.

No comments

Public Hearing concluded at 6:18 P.M. and Council reconvened back into regular session.

**5. EXECUTIVE SESSION: The City Council will now hold a closed executive meeting pursuant to the provision of Chapter 551, Texas Government Code:**

(a) Section 551.074 Texas Government Code concerning employee matters

**Meeting suspended at 6:45 P.M. for Executive Session**

**Meeting reconvened at 7:11 P.M. for Regular Session**

**6. Discuss and consider action, if any, from items discussed in Executive Session**

**Motion** to approve a 3% (three percent) raise for the City Secretary in income this year

**Motion:** Colquitt

**Second:** Walker

**Approved:** 4-0

Alderman Smith left the meeting at 7:14 P.M.

**7. Review and approve the City budget for FY 2018-2019**

The highlighted items have changed slightly since the budget workshop.

Permits: Septic & Building, this amount was recalculated based upon the newly approved rates for inspection fees/permits.

Public Nuisance: this amount was increased due to the additional fees that will be charged for each visit, even to reinspect the same property, by the inspector.

Street Lights: this amount was increased due to the possibility of adding additional street lights within the City.

Office Equipment: The laptops will be charged to Miscellaneous Expense in FY 2017-2018.

Miscellaneous Expense: the \$7,500.00 in miscellaneous expense allows for an adjustment to the budget if needed. We have no expectations in FY 2018-2019 for extra money to come in from the Beach City Cultural Education Facilities Finance Corporation (BC CEFFC).

Alderman Colquitt added that she would like to see \$2,000.00 set aside for Bridgehaven Child Advocacy Center (CAC). Mayor Combs noted that the City will have a surplus between \$17,000 and \$18,000 dollars for FY 2017-2018. Attorney Jackson confirmed that the City is not allowed to donate to Bridgehaven, it must be in the form of a service agreement/contract.

Alderman Walker would like to set aside money for Bridgehaven as well, but he would like an even number of \$2,500.00 to be considered. Council will have to approve the service contract at the next meeting.

Special Contractual Services is now \$4,500.00, up from \$2,000.00.

Mayor Combs asked if Council would like to consider any other items to be added to this time.

The total of the FY 2018-2019 Budget is \$143,641.00 income and \$143,641.00 expense.

**Motion** to accept the budget as discussed

**Motion:** Walker

**Second:** Lasater

**Approved:** 3-0

**8. Hear report and update from Chambers County Commissioner, Rusty Senac**

Things are now moving forward for the drainage project at RWJ Airpark. This has been a difficult project since it's conception; all construction bids were previously rejected and had to go out for rebid. The purchase of the easements from NRG is close to being finalized. The water will runoff to Dutton Lake.

Other drainage projects include Kilgore Parkway, for the upcoming subdivision and apartment complex, and Hackberry Creek.

**9. Hear report and update from Beach City Volunteer Fire Department (BCVFD)**

None

**10. Approve Minutes for Regular Meeting of May 22<sup>nd</sup>, 2018**

**Motion** to approve as amended

**Motion:** Colquitt

**Second:** Walker

**Approved:** 4-0

Discussion: Mayor Combs noted two changes need to be made to the minutes. Corrections to Item 16 will include adding the word 'been' in front of conducted (a City survey has been conducted...) and reclarify the motion that was made by Alderman Newman.

**11. Financial Consent Agenda** (All financial consent agenda items are considered routine by Council and will be enacted by one motion. A Councilmember may request an item to be removed and considered separately.)



**(a) Review and approve the Financial Statements for previous month**

**(b) Review and approve Investment Update**

**(c) Review and approve Expenditures for the current month**

An updated link for the Expenditures is available for Council.

Mayor Combs asked for the Expenditures to be pulled and considered separately. Mayor Combs stated because of our cash basis a check will be cut for Bridgehaven but will not be sent out.

**Motion** to add \$2,500 to the June expenditures for Bridgehaven

**Motion:** Colquitt

**Second:** Walker

**Approved:** 3-0

**Motion** to accept the finances as shown

**Motion:** Walker

**Second:** Lasater

**Approved:** 3-0

Discussion: Alderman Walker noted that there are some line items that are over budget: Office expense, election expense and TCEQ. Mayor Combs reviewed the office expense and it is over due to the office expansion. The election expense is over, and we knew that. We can wait until after the end of the year and amend this however, the office expense as a whole is within the budget. The exception is due to Hurricane Harvey, we ended up with an office expansion that wasn't planned for.

**12. Brought back for discussion from the May 22<sup>nd</sup>, 2018 meeting: Discuss and consider contracting with a website company such as Revize**

Mayor Combs suggested that even if Council doesn't approve a website company that our current website needs a facelift from time to time.

Mayor Pro Tem Lasater is our current website host. He added that a site hosted by a professional company would still have to have the current information uploaded to it. Mayor Pro Tem Lasater feels confident that he can easily add a drop-down menu with tabs for permits, ordinances, minutes, etc. Admittingly, there are some difficulties with using Site-Spinner Pro, but Mr. Lasater feels this can be overcome.

Mayor Combs doesn't like the idea of paying \$1,800.00 initially and \$700.00 a year for a professional website but, it's critical that we get our ordinances out there. Mainly those that are of more importance to the community.

It has been decided that a facelift will be given to the current website by adding drop down boxes for the ordinances, etc.

No action.

**13. Brought back for discussion from the May 22<sup>nd</sup>, 2018 meeting: Discuss and consider hiring a Code Enforcement Inspector**

Currently, there is not anyone who wants the job, aside from Secretary Donnelly's husband. Mayor Combs has concerns that hiring Secretary Donnelly's husband will be in violation of the nepotism laws.

This job will only cover inspections for the Off-Premise Sign Ordinance 2017-06.

Alderman Colquitt will ask someone she knows if they are interested in this inspector position.

**14. Consider and approve Records Management Disposal Log 2017-2018**

There was a large list of old documents that needed to be disposed of. The list is in the agenda packet for Council to review.

**Motion** to approve

**Motion:** Colquitt

**Second:** Walker

**Approved:** 3-0

**15. Discuss and consider a Resolution modifying Resolution 2018-09 to add a fee for Commercial On-Site Sewage Facility (OSSF) inspections and reduce the inspection fee for swimming pools, outbuildings, home additions, driveways, etc.**

In Item 16 Council agreed to modify the inspection fees for the Chambers County inspector/Designated Representative (D.R.). Upon Council approval this would require modifying our existing resolution and posting the new fees in the paper. Currently, the D.R. charges double the inspection fee for commercial inspections, which would make the fee \$300.00.

The City's D.R., Darla Branch, has agreed that a reduction of the D.R. fee for pools, outbuildings, etc. from \$150.00 to \$75.00 would be fair to all involved.

Chambers County Commissioners Court will need to address the fees they charge the City on their agenda. Once they approve any fee reductions, etc. then Council will discuss this again and make the necessary fee corrections in a modified resolution.

No action.

**16. Discuss and consider modifying the Nuisance and OSSF Interlocal Agreements with Chambers County**

Currently the City has an Interlocal Agreement with Chambers County for nuisance inspections. The County charges \$40 per inspection. There are five nuisance charges invoiced to the City today. Two of these properties are being charged for each visit to the property in question. This is happening two or three times for one address. Meaning for each visit (follow-up and otherwise) that the inspector must make to review the clean-up process, she is accessing a \$40 fee. For instance, one address being invoiced is charged \$40 three times and there is still one more review to be done at this site.

The OSSF Interlocal Agreement does not state that the D.R. fee is different if the inspector is reviewing a new OSSF, swimming pool, out building, etc. therefore, the City has been paying \$150 for each inspection or review, even if a minimal amount of time is being spent on the application/inspection process. Once again, our D.R. has stated that she has no problem with reducing the fee for pool, out buildings, anything other than an OSSF install, to \$75.00.

**Motion** to approve modifying the OSSF agreement subject Commissioners Court doing the same

**Motion:** Walker

**Second:** Colquitt

**Approved:** 3-0

**17. Discuss and consider choosing a name for the renaming of McKinney Road**

In April 2018 the City implemented procedures via Ordinance 2018-02 to rename a city street. Discussion amongst Council tonight resulted in three names they felt would be the best option for renaming McKinney Road.

Secretary Donnelly will check with Brad Wilbur, Chambers County 911 Address Coordinator, to verify the availability of the first choice, Pelican Road. If that name is not available the second choice is McClellan Road, after the City's former Mayor, Jimmy McClellan. The final and third choice is Gainer Road.



**Motion** to approve three choices for the new street name: 1. Pelican Road, 2. McClellan Road, 3. Gainer Road.

**Motion:** Walker

**Second:** Colquitt

**Approved:** 3-0

**18. Consider and approve a Mailbox Ordinance similar to Chambers County**

The City has a major issue with mail boxes being built up to the edge of the road. In particular, McCollum Park Road is narrow and dangerous with the large brick mailboxes that sit approximately six to seven inches off the road. Chambers County cannot widen the road due to the mailboxes sitting just off of the pavement.

Chambers County now requires that all new plats or subdivisions adhere to the County's mailbox policy.

Council cannot enforce Chambers County mailbox policy but can create their own.

Mayor Combs recommends taking Chambers County's mailbox policy and mirroring it.

There was discussion on creating an ordinance with a penalty fee up to \$500.00.

**Motion** to adopt an ordinance incorporating the County's standards and a penalty up to \$500 a day for non-compliance.

**Motion:** Lasater

**Second:** Walker

**Approved:** 3-0

**19. Consider and approve Service Provider Agreement with the BCVFD for FY 2018-2019**

This is the same service agreement as used in previous years.

**Motion** to approve

**Motion:** Colquitt

**Second:** Lasater

**Approved:** 3-0

**20. Hear report and update from Bridgehaven Child Advocacy Center on ways Beach City can help with services and stats**

Paula Torres is the Director of Bridgehaven CAC, which is located in Dayton. This facility services children of Chambers and Liberty Counties. Bridgehaven works closely with law enforcement, the Department of Family Protective Services, the DA's office and the County Attorney's office on child abuse investigations.

Bridgehaven has a staff that is trained on how to speak to children for forensic interviews. In 2017 there were 315 forensic interviews conducted.

Bridgehaven provides a court advocate to go through the process of testimony, depositions, etc. with the children and families.

Currently an approximate eighty percent of funding comes from grants. There are three big fundraisers held each year, which are quite successful. The maccha bingo in April profited \$35,000 and the purse bingo is a sellout.

The hope is for Bridgehaven to one day build another, larger facility that is centrally located for both counties.

Secretary Donnelly reminded Ms. Torres to submit any funding requests to the City office each year at the beginning of March. All funding requests will be considered each May during the budget workshop.

Mayor Combs asked Ms. Torres what she was asking of Council tonight. Ms. Torres understands that Council has already held the budget workshop but asked Council if there are any extra available funds to consider a budget amendment. Otherwise, Bridgehaven will comply and submit a request in March.

**21. Update and discussion on non-compliance to City ordinances regarding On-Site Sewage Facilities (OSSF's)**

None

**22. Report and update from the Mayor**

1. Chambers County Commissioners Court approved a bid for repaving in Bayridge Subdivision on Ocean Drive and Bayridge Drive.
2. Barrow Ranch Homeowners Association (HOA) is having their annual Poker Run and fundraiser that benefits the BCVFD July 7<sup>th</sup>.
3. The City switched the email server from Rise Broadband to GO DADDY due to major email issues. Now, Mayor Combs is having issues getting his group emails to go out.

**23. Council Comments**

Alderman Colquitt requested to have a printed agenda each month.  
Mayor Pro Tem Lasater suggested Council consider hiring an IT person on retainer to help solve the computer issues we have from time to time. Especially now that each Alderman has their own laptop.

Alderman Walker questioned the email issues with Rise Broadband. Mayor Combs noted that our issues stem from us sending out emails to a distribution list and/or group. So, it is seen as spam to some servers.

**24. Adjourn**

**Motion** to adjourn at 8:36 P.M.

**Motion:** Lasater

**Second:** Colquitt

**Approved:** 3-0

**Minutes Approved:** July 24, 2018



Billy Combs, Mayor

Attest:



Evonne Donnelly, City Secretary