

STATE OF TEXAS

COUNTY OF BRAZORIA

CITY OF LAKE JACKSON

BE IT KNOWN that the City Council of the City of Lake Jackson met on Tuesday February 6, 2017 at 6:30 in Regular Session at 25 Oak Drive, Lake Jackson, Texas, in the Council Chambers at the Lake Jackson City Hall with the following in attendance:

Joe Rinehart, Mayor
Gerald Roznovsky, Council member
Buster Buell, Council member
J. B. Baker, Council member
Heather Melass, Council member
Will Brooks, Council member

William P. Yenne, City Manager
Modesto Mundo, Asst. City Manager
Giani Cantu, Asst. City Secretary
Sherri Russell, City Attorney
Pam Eaves, Finance Director
Sal Aguirre, City Engineer
David Van Riper, Public Works Director
Rick Park, Police Chief

PLEDGE OF ALLEGIANCE

Council member Buell led the pledge of allegiance to the United States flag and the Texas Flag.

INVOCATION

Council member Melass led the invocation.

VISITORS

There were no visitors present to speak on a non agenda item.

COMMENDATIONS

There were no commendations.

CONSENT AGENDA

- A. Approval of minutes – January 17, 2017
- B. Minutes of Boards and Commission
- C. An Ordinance amending the Chapter 110 Zoning of the City of Lake Jackson Code of Ordinances to amend the parking requirements for commercial, institutional, and business areas – Second Reading
- D. An ordinance amending Chapter 10 Animals to include procedures for domestic animals that cause harm to other domestic animals – Second Reading
- E. An ordinance ordering an election to be held in the City Of Lake Jackson, on Saturday, May 6, 2017, for the purpose of electing certain officers for the City Of Lake Jackson – Second Reading
- F. Approve contract with Brazoria County to conduct the May 6, 2017 City Officers Election

On motion by Council member Brooks second by Council member Buell with all members present voting “aye” the consent agenda was approved as follows:

- A. Approval of minutes – January 17, 2017 - approved
- B. Minutes of Boards and Commission - approved
- C. An Ordinance amending the Chapter 110 Zoning of the City of Lake Jackson Code of Ordinances to

amend the parking requirements for commercial, institutional, and business areas – Second Reading - approved

- D. An ordinance amending Chapter 10 Animals to include procedures for domestic animals that cause harm to other domestic animals – Second Reading - approved
- E. An ordinance ordering an election to be held in the City Of Lake Jackson, on Saturday, May 6, 2017, for the purpose of electing certain officers for the City Of Lake Jackson – Second Reading - approved
- F. Approve contract with Brazoria County to conduct the May 6, 2017 City Officers Election - approved

DISCUSS AND CONSIDER REQUEST TO PURCHASE \$2,500 ADVERTISEMENT FOR PAN AMERICAN GOLF ASSOCIATION GOLF TOURNAMENT FOR THE WEEKEND OF APRIL 6TH – 9TH, 2017

Jim Luna, 705 Munson Place, member of Pan American Golf stated the Wilderness is their home course. The group has 2 outings a month and most are here in Lake Jackson. They are part of the National Pan American Golf Association and won a bid to host the golf tournament here in Lake Jackson. The association helps college students who otherwise would not have scholarships or funding, purchase necessary books. The advertisement will be for the tournament.

Modesto Mundo stated that if Council wished to purchase the ad the funds would come from Special Events Fund. The Special Events Fund consists of $\frac{3}{4}$ hotel motel tax and $\frac{1}{4}$ from the general fund.

Council member Melass asked if this buys the advertisement on the back of the catalogue as well as the page inside for The Wilderness.

Mr. Luna said it does as well as credit given throughout the tournament for what the city has done.

On motion by Council member Brooks second by Council member Baker with all members present voting “aye” approval was granted to purchase a \$2,500 advertisement for the Pan American Golf Association Golf Tournament on April 6-9, 2017, from the Special Events Fund.

DISCUSS AND CONSIDER AN INTERLOCAL AGREEMENT WITH BISD FOR BISD’S AND THE CITY’S PUBLIC, EDUCATIONAL, AND GOVERNMENTAL CABLE CHANNELS’ CAPITAL EXPENSES AND VIDEO CONTENT

Mr. Yenne stated the city has been collecting Peg funds for 6 years and they are highly restricted to what the city can spend it on. Staff reached out to the College and BISD and BISD responded. The fund does not allow payment for staff to produce the video’s but does allow the city to purchase the equipment.

Brittney Rosenbohm, 115 Widgen Drive, Clute, TX, stated that BISD is offering the manpower from the students. They gathered educators, directors and audio visual staff and put together a list of realistic videos that the students could do in a year’s time and a list of equipment needed to make it happen. This would allow students to have real hands on experience for putting together videos that will be televised. This will be both high schools and their goal will be to begin to vertically align with intermediate and middle schools.

Mayor Rinehart asked how many students will be active in the program.

Ms. Rosenbohm responded that between two high schools the audio video classes are full. They could have anywhere from 100 to 150 students alone at the high schools. This number could double

if they are able to move into intermediates and middle schools.

Council member Roznovsky said he appreciates the types of programs that allow the city to get what it needs and provide BISD with the tools to do the same in their arena. He expressed concerns on the list of equipment. If they buy all now, the equipment will be out of date in a few years.

Ms. Rosenbohm stated the equipment on the list would not be purchased all at once. Only the items that are immediately needed would be purchased.

Council member Roznovsky asked that BISD also show how the equipment is being used as a tool to show the community just how these funds are being used. Educating on content and skill set is most important.

Council member Baker asked what grade group they would be starting with.

Ms. Rosenbohm stated that AV production starts with grades 9-12. However the AV 3 and 4 will probably do most of the production which is mostly juniors and seniors.

Mayor Rinehart stated he felt with this was a great idea.

Council member Melass moved to approve an interlocal agreement with BISD for BISD's and the City's public, educational, and governmental cable channels' capital expenses and video content, second by Council member Brooks.

Danny Massey, BISD Superintendent thanked Council and stated he believes it will be a great benefit to both entities.

With all members present voting "aye" approved an interlocal agreement with BISD for BISD's and the city's public, educational and governmental cable channels' capital expenses and video content

PRESENTATION FROM BUXTON ON RETAIL MARKETING STUDIES

Lisa McKay, Buxton Company, stated they work with 300 communities across Texas helping them increase sales tax revenue, improve quality of life and retain businesses. She has been with the company 11 years and been in business 30 years. Buxton works with retail in assisting them with location decisions. They are also working with the health care industries. Buxton works with other cities in the Houston area and assisted in recruiting over 35 million sq. ft. of retail space which accounts for over \$6 billion in retail sales tax. Buxton empowers cities with answers on who their citizens/workforce are/ where they are/ what they require and how their needs change over time. Buxton has over 250 data sources and its updated every 8 weeks. They assess market conditions by checking competition in areas surrounding the city. They look at existing market and how attractive Lake Jackson is to retailers; what is the accessibility, visibility. Buxton would provide leakage analysis and gap analysis and a merchandise intelligence report. Ms. McKay reviewed the "app" Scout which is a live time 24/7 access that gives a competitive advantage for business owners.

Essentially this is a partnership. The City would be assigned a group of Buxton representatives and they track recruitments.

Council member Buell asked if they recruit only in Texas or do they go outside.

Lisa McKay stated they go outside of Texas but if the retailer is mainly east coast then it won't come

here.

Mayor Rinehart asked that a copy of this presentation be mailed out to the Council members.

Council member Melass asked if they can attract franchisees.

Lisa McKay said they typically start at corporate level and work with their requirements.

Council member Melass asked what roll out thru Chamber means.

Lisa McKay stated that just the retention tools are done through the Chamber for local businesses. By working with the Chamber it allows local businesses to access some of the tools through the Chambers' website.

Council member Melass asked if anything purchased could be used with the Economic Development Corporation.

Ms. McKay stated yes.

Council member Roznovsky said the city decides to go forward with this; they deliver the product within 10 days. Progress data is quickly accessed. This allows the city to see even those retailers who do not feel they can locate here because of the data currently available. This is the driver to bring retailers within 2 years as opposed to five years.

Council member Melass stated Buxton helped Sugarland determine their market. They would be a third party to help retailers know they can do well in the area.

Council member Brooks asked at what point will you come and say we've done all we can do.

Ms. McKay stated there is always something more you can be doing. Never stop marketing yourself. That has not ever happened.

Council member Roznovsky foresees it being a lot like the planning of the city and will roll out in phases.

Council member Brooks asked if they will be working directly with city and with the economic development

Ms. McKay said they will work alongside and they are here presenting every finding.

Mr. Yenne stated that this comes with the recommendation of the LJDC and is now here for consideration for budget. He asked if Council wanted him to press forward placing this in the budget process.

DISCUSS AND CONSIDER APPOINTMENT OF MEMBERS TO THE HOTEL OCCUPANCY TAX COMMITTEE

Council member Buell moved to nominate Jim Mahon as the hotel representative, second by Council member Melass.

Council member Melass asked if there was a conflict with Mr. Mahon serving. Mr. Mundo stated

no.

With all members present voting “aye” approval was granted to appoint Jim Mahon as the hotel representative.

Council member Melass moved to appoint Wayne Humboldt, Center for the Arts and Sciences, Gerald Roznovsky, Council member and Jim Mahon, second by Council member Buell.

Mr. Yenne stated that the creation of this committee will be brought back in ordinance form. we can put in ordinance format consider questions:

Council member Melass stated she felt it should be 2 years terms.

Council member Roznovsky said there is no need to stagger the terms the members would reapply every two years for council appointment.

Mr. Yenne stated there would be no proxies. This will be a full board and the entities will not be allowed to send someone in place of the board member.

Mr. Yenne stated they will be recommended by the entity and appointed by council.

Council member Roznovsky felt they should meet at least once for budgeting purposes.

Sherri Russell stated that most of the boards meet once a month unless it's not necessary.

With all members present voting “aye” approval was granted for the appointments to the HOT Committee.

AWARD BID TO MATULA CONSTRUCTION FOR 2016-2017 CONCRETE PAVEMENT SPOT REPAIRS IN VARIOUS LOCATIONS IN AN AMOUNT NOT TO EXCEED \$100,000

On motion by Council member Melass second by Council member Baker with all members present voting “aye” bid was awarded to Matula Construction for the 2016-2017 concrete pavement spot repairs in various locations in an amount not to exceed \$100,000.

APPROVE THE PURCHASE OF A 2017 AUTOCAR ROLLOFF THRU HGAC IN AN AMOUNT NOT TO EXCEED \$215,000 FOR THE SANITATION DEPARTMENT

On motion by Council member Roznovsky second by Council member Melass with all members present voting “aye” approval was granted for the purchase of a 2017 autocar rolloff thru HGAC in an amount not to exceed \$215,000 for the Sanitation Department.

UPDATE ON DRAINAGE IN THE PARKWOOD SUBDIVISION NEAR MOSS, CHESTNUT AND PALM LANE

PROJECT UPDATES

Waiting to receive tailwater conditions from the City to finalize hydraulic model and draft memorandum
Awaiting comments on or approval of Phase 2 draft contract (Sent to the City for review on 12/28/2016)

UPCOMING ACTIVITIES

Incorporate tailwater conditions into hydraulic model
Submit draft memorandum and H&H models to the City for review

PROJECT SCHEDULE AND UPCOMING DELIVERABLES

Brief draft memorandum documenting methodology and peak flows at key locations and electronic copy of models to be sent within 2 weeks of receiving tailwater conditions from City

OUTSTANDING ISSUES OR INFO NEEDS

FNI is still waiting to receive the following data from the City:

Tailwater conditions

Construction/ as built plans for recent development and/or channels/ ditches (specifically the **Kroger** at Dixie Drive and Oyster Creek Drive and the **Woodshore** Subdivisions)

UPDATE ON CONSTRUCTION PROJECTS

- a. CONSTRUCTION FUNDS FINANCIAL UPDATE
- b. SIDEWALK PROJECTS
- c. UTILITY REPAIR PROJECTS
- d. DRAINAGE REPAIR PROJECTS
- e. SOUTH PARKING PLACE
- f. WAYSIDE PUB UPDATE

ITEMS OF COMMUNITY INTEREST

Council member Melass asked what the work outside of the Abner Jackson Plantation site was. Mr. Yenne stated clearing brush by the levee for the sewer line to the airport.

Council member Roznovsky stated BISS is having their foundation fund raiser this weekend.

Mayor Rinehart received a letter from Mr. Bill Oelfky praising the golf course staff. He also received a thank you from the Economic Development Alliance.

ADJOURNMENT

There being no further business the meeting adjourned at 7:27 p.m.

These minutes read and approved this _____ day of _____, 2017.

Joe Rinehart, Mayor

Alice A. Rodgers, City Secretary