

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 Monday, February 21, 2023, at 6:30 p.m. in Regular Session at 25 Oak Drive, Lake Jackson, Texas, Lake Jackson City Hall in the Alice Rodgers Council Chambers with the following in attendance:

Gerald Roznovsky, Mayor
Rhonda Seth, Mayor Pro-Tem
Jon "J.B" Baker, Councilmember
Chase Blanchard, Councilmember- VIA ZOOM
Matt Broaddus, Councilmember
Vinay Singhania, Councilmember

Modesto Mundo, City Manager
Milford John-Williams, Asst. to the CM
Sherri Russell, City Attorney
Sally Villarreal, City Secretary
Robin Hyden, Parks and Rec Director
Sal Aguirre, City Engineer
Sabrina England, PW Director
James Bryson, Finance Director
Paul Kibodeaux, Police Chief
Lora-Marie Bernard, PIO

PLEDGE OF ALLEGIANCE

Councilmember Singhania led the pledge of allegiance.

INVOCATION

Councilmember Baker led the invocation.

VISITORS COMMENTS

No visitor comments.

DECLARATION OF CONFLICTS OF INTEREST

CONSENT AGENDA

1. Approval of minutes – February 6, 2023
2. Accept Board and Commission minutes:
 - a. Planners - 120622
 - b. Hot Committee - 030220
 - c. LIDC - 092922
3. Submission and approval of Racial Profiling Report from the Lake Jackson Police Department as required by State Law
4. Award Bid No. 22-02-0602 to Jay- B Group & Services, LLC for the city hall restroom renovations in an amount not to exceed \$131,250 as budgeted

5. Resolution No. 912 amending the FY22-23 budget to account for Fire/EMS roof overlay in an amount not to exceed \$80,000
6. Approve the purchase of a new ambulance cab/chassis with patient compartment remount from Classic Chevrolet Fleet & Commercial through H-GAC in an amount not to exceed \$188,000 as budgeted
7. Approve the purchase of a new ambulance from Classic Chevrolet Fleet & Commercial through H-GAC in an amount not to exceed \$252,000 as budgeted
8. Appoint Nikisha Patel, Ande Larson and Jesse Glatz to the Hotel Occupancy Tax Committee

On motion by Councilmember Seth, seconded by Councilmember Baker with all present members voting "aye," the consent agenda was approved as follows:

1. Approval of minutes – February 6, 2023 - *approved*
2. Accept Board and Commission minutes: *accepted*
 - a. Planners - 120622
 - b. Hot Committee - 030220
 - c. LJDC - 092922
3. Submission and approval of Racial Profiling Report from the Lake Jackson Police Department as required by State Law - *approved*
4. Award Bid No. 22-02-0602 to Jay- B Group & Services, LLC for the city hall restroom renovations in an amount not to exceed \$131,250 as budgeted - *awarded*
5. Resolution No. 912 amending the FY22-23 budget to account for Fire/EMS roof overlay in an amount not to exceed \$80,000 – *approved*
6. Approve the purchase of a new ambulance cab/chassis with patient compartment remount from Classic Chevrolet Fleet & Commercial through H-GAC in an amount not to exceed \$188,000 as budgeted – *approved*
7. Approve the purchase of a new ambulance from Classic Chevrolet Fleet & Commercial through H-GAC in an amount not to exceed \$252,000 as budgeted – *approved*
8. Appoint Nikisha Patel, Ande Larson and Jesse Glatz to the Hotel Occupancy Tax Committee - *appointed*

DISCUSS AND CONSIDER UPDATES TO THE CITY'S CREDIT CARD POLICY – JAMES BRYSON

Mr. Bryson went over the suggested changes to the city's credit card policy. The credit card policy has been in place for 1.5-years. The changes are simple clean up and changing the wording for agreements and acknowledgements.

Mr. Bryson noted the city has two P-Cards. The buyer has one and the other one will be assigned to the Administrative Secretary to use for travel arrangements.

Councilmember Broaddus asked Mr. Mundo if he would expand to more than two cards. Mr. Mundo said it would remain at two cards for the time being.

Councilmember Singhania asked to consider the Buyer stay in the Cardholder Class to use as Directors. He felt the Buyer should have more latitude. Mr. Bryson stated this is partly for checks and balances and internal control since the Buyer helps manage the program.

Mr. Mundo noted he wants to keep the limit low to continue to follow state purchasing laws. The cards should be used for smaller purchases. Mr. Mundo said the buyer would still be able to purchase under the \$2,500 limit.

On motion by Councilmember Broaddus seconded by Councilmember Seth with all present members voting “aye,” the updates to the city’s credit card policy were approved.

DISCUSS AND CONSIDER UPDATES TO THE CITY’S TRAVEL POLICY – JAMES BRYSON

Mr. Bryson noted the travel policy is dependent on the credit card policy. Mr. Bryson noted the changes to the travel policy are to strengthen it. The travel policy would include the GSA requirements and set standards for travel costs.

Mileage is paid if an employee uses their personal vehicle for traveling on business.

On motion by Councilmember Singhania, seconded by Councilmember Broaddus with all present members voting “aye,” the updates to the city’s travel policy were approved.

DISCUSS CHANGING THE NUMBER OF MEMBERS, AGE RANGE AND TERM OF OFFICE FOR MEMBERS OF THE YOUTH ADVISORY COMMISSION – ROBIN HYDEN

Ms. Hyden noted the Parks Department took over the YAC since Ms. Cardwell retired. She stated they are trying to take the commission in a different direction and apply more youth programming. She asked Council to consider changing the number of members from eight to four, making it a year term versus a nine-month term, and changing the maximum age from 18 yrs. old to 19 yrs. old.

Councilmember Seth asked if the language could reflect that they must be enrolled or active in school and not just to an age limit? Ms. Russell noted it includes home school students. Ms. Russell will work on changing the wording.

The changes would be:

- Changing the commission members from eight to four.
- Increasing the age limit from 12 to 19 years old as long as they are enrolled in school.
- change term of office from August 1st to May 31st of each year to run from May 1st to April 30th for one-year terms.

Ms. Russell will bring the ordinance changes back to the next meeting for a first reading.

DISCUSS DRAFT OF ORDINANCE TO PROHIBIT COMMERCIAL VEHICLES FROM PARKING IN PUBLIC PARKING LOTS – SHERRI RUSSELL

Ms. Russell went over the draft ordinance options. She asked council to review the draft and give her feedback on what they would want to add to the ordinance.

Council discussed the options below:

Commercial vehicle means any vehicle designed or used primarily for transportation of persons, goods, property, or services for, or in connection with, a business, school, or church.

98-159 Publicly maintained parking lots

(a) No person shall park a commercial vehicle in a publicly maintained parking lot except when the vehicle is actually in use in a lawful business activity.

OR

98-159 Publicly maintained parking lots

(a) No person shall park the following in a publicly maintained parking lot except when the vehicle is actually in use in a lawful business activity:

- (1) Truck-tractors;
- (2) Trailers designed to be drawn by truck-tractors;
- (3) Wreckers;
- (4) Limousines;
- (5) Public or private buses, including school, church, greyhound, coach or tour buses;
- (6) Converted buses;
- (7) Heavy construction equipment, to include but not be limited to: graders, dozers, rollers, cement mixers, backhoes, dump trucks, and the like;
- (8) Public or private ambulances;
- (9) Fire apparatuses; and
- (10) Any commercial vehicle exceeding thirty-five (35) feet in length.

Councilmember Seth asked whether the lawful business activity will cover events. Ms. Russell will notate changes to include lawful business or city activity. The city activity would be good because during a hurricane there is debris clean up and this will allow trucks to park at the Recreation Center parking lot. Ms. Russell mentioned the Center Way parking lot.

Councilmember Singhania asked about overnight parking. Ms. Russell said if they aren't allowed, they wouldn't be allowed overnight.

Councilmember Broaddus asked if the city activity would include if special permission was given. Mayor Roznovsky clarified the city activity would be something that would be serving the city.

The ACM for the Brazos Mall asked for clarification. He asked if this would just include city parking lots and not private parking. Mayor Roznovsky informed him this would not include the mall parking or other private parking lots.

Ms. Russell will bring back an ordinance with the changes discussed.

It was noted this would not affect the hotel parking in the streets that was discussed at a previous meeting. Mr. Mundo noted this was brought up by Councilmember Singhania when he saw big trucks

park at the parking lot across the baseball fields on Circle Way.

DISCUSS AND CONSIDER ADDING POLICE DEPARTMENT SPECIAL WEAPONS AND TACTICS (SWAT) TEAM ESSENTIAL EQUIPMENT TO THE FY 22-23 CAPITAL IMPROVEMENT PLAN - PAUL KIBODEAUX

Chief Kibodeaux explained this is used predominantly for narcotic search warrants, other search warrants, high risk apprehensions and barricaded subjects. The patrolman by choice volunteer to participate in the SWAT Team on top of their regular duties. Chief Kibodeaux shared how the SWAT Team operates in tiers.

Chief Kibodeaux brought this forward as an opportunity arose to improve the equipment for the team.

Councilmember Singhania wanted to ensure that the SWAT team had the safest and necessary equipment to protect themselves during operations.

Mr. Mundo noted this will be a line item in the budget equipment replacement fund on a smaller scale. He stated Chief Kibodeaux will work with Mr. Bryson to see how this can be added to the budget and not be dependent on savings.

Mayor Roznovsky shared that he chairs a committee on H-GAC. There was an approval of \$1.7 million dollars to go into an area of homeland security. Of that \$1.7 million, about ½ a million was for three other departments to get similar equipment as this SWAT Team equipment. Mayor Roznovsky was appreciative that Chief Kibodeaux came forward with the need and that council can support it.

On motion by Councilmember Singhania, seconded by Councilmember Seth with all present members voting “aye,” council agreed to add the police department special weapons and tactics (SWAT) Team essential equipment to the FY 22-23 Capital Improvement Plan.

AWARD BID NO. 22-10-2123 TO MATULA & MATULA FOR STREET PANEL REPAIRS IN AN AMOUNT NOT TO EXCEED \$273,182

Ms. England stated this is the first award of this bond project. She noted the city has used Matula & Matula and are happy with their work.

The big repair is at the intersection of Oyster Creek Drive and Sycamore. This will determine how the rest of the repairs are completed. There will need to be traffic control.

Mr. Mundo noted the bid came in at a good price. Mr. Aguirre stated the cost of materials was brought down to the basics. Matula & Matula was looking for work and it came at a good time.

Councilmember Singhania noted areas on Banyan Street that were failing badly. Driving the speed limit is enough to make someone lose control of their vehicles. These issues started with small cracks and have progressed. Councilmember Singhania suggested to Ms. England to drive down Banyan Street and see the damage.

On motion by Councilmember Broaddus, seconded by Councilmember Singhania with all present

members voting “aye,” council agreed to award Bid No. 22-10-2123 to Matula & Matula for street panel repairs in an amount not to exceed \$273,182.

CONSTRUCTION UPDATES

Mr. Aguirre gave an update of upcoming projects and the Shy Pond Outfall project.

ITEMS OF COMMUNITY INTEREST

- Councilmember Baker reminded council of the Brazoria County days in Austin next week.
- Councilmember Singhania asked about the Dunbar water tower painting. He suggested repositioning the logo to be viewable from SH288.
- Ms. Hyden announced the adult easter egg hunt tickets go on sale on March 4th. Ticket sales are in person only.

ADJOURNMENT

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

These minutes read and approved this 6th day of March 2023.

Gerald Roznovsky, Mayor

Sally Villarreal, City Secretary