

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, April 5, 2021 at 6:30 p.m. in Regular Session at 25 Oak Drive, Lake Jackson, Texas, Lake Jackson City Hall with the following in attendance:

Gerald Roznovsky, Mayor
Jon "JB" Baker, Mayor Pro Tem
Vinay Singhania, Councilmember
Matt Broaddus, Councilmember
Buster Buell, Councilmember

Modesto Mundo, City Manager
Meagan Borth, Assistant City Manager
Alice A. Rodgers, City Secretary
Sherri Russell, City Attorney
Sal Aguirre, City Engineer
Sabrina England, Public Works Director
David Walton, Building Official
Pam Eaves, Finance Director

PLEDGE OF ALLEGIANCE

Audrey Broaddus lead the pledge of allegiance.

INVOCATION

Council member Baker led the invocation.

VISITORS COMMENTS

There were no visitor comments.

PRESENTATIONS

There were no presentations

DECLARATION OF CONFLICTS OF INTEREST

There were no conflicts of interest.

CONSENT AGENDA

- A. Approval of minutes – March 15, 2021
- B. Boards and commissions
- C. Request closure of Circle Way Street on the following Fridays, 6pm-11pm, for the Concert Series: 5/28 – 6/25; July 4, 3pm-10pm, for festivities, concert, and fireworks; 10/27, 6am-5pm, for Annual Our Lady Queen of Peace Fall Festival

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

- A. Approval of minutes – March 15, 2021 - approved
- B. Boards and commissions - accepted
- C. Request closure of Circle Way Street on the following Fridays, 6pm-11pm, for the Concert Series: 5/28 – 6/25; July 4, 3pm-10pm, for festivities, concert and fireworks; 10/27, 6am-5pm, for Annual Our Lady Queen of Peace Fall Festival - approved

DISCUSS AND CONSIDER RECOMMENDATION FROM THE PARKS AND RECREATION

BOARD FOR NON PROFIT RATES FOR TOURNAMENTS AT THE WILDERNESS GOLF COURSE

Jeremy Bubnick, Parks and Recreation Director presented the following for consideration:

At the March 23, 2021 Parks Board meeting the board reviewed a proposal from Kemper Sports to offer a discounted tournament rate for Non-Profit 501(c)(3) organizations. The recommended rate is a 16% discount of the weekday standard rate. Based on the current weekly standard rate (\$61), the discounted rate would be \$51 per golfer. This discounted rate would ONLY be available M-T. The Parks Board approved the proposal and is recommending that the City Council do the same. The Golf Course also has a tournament rate on Friday, Saturday, and Sunday until noon at standard rate of \$71 which is for everyone.

Joe Luna, Tournament Director for the Pan American Golf Association stated their organization has been part of the area since 2006. They have had a group rate since the beginning, and he thinks they have spent over \$300,000 on green fees. They chose as their civic duty is to give money to Brazosport College. Their group gets together every two weeks and raise money amongst themselves to give money to the College. Their outing is 30-40 players. They are not actually a tournament.

Discussion followed on whether or not their group should be considered as a tournament or should be offered a group rate on Saturdays.

Mr. Luna asked that their group be grandfathered and allowed to play on Saturdays for the \$51 dollar rate.

Discussion followed on going back to the Parks and Recreation Board to see if they would make a recommendation to either offer a group rate or grandfather this group or give direction to Council.

Council asked that the issue of group rates be taken back to the Parks and Recreation Board.

On motion by Council member Broaddus second by Council member Singhania with all members present voting "aye" approval was granted for nonprofit rates for tournaments at the Wilderness Golf Course for 501(c)3 organizations on M-T at a 16% discount of the weekday standard rate with the discounted rate being \$51 per golfer.

DISCUSS AND CONSIDER RECOMMENDATION FROM THE PARKS AND RECREATION BOARD TO ALLOW SHOT GUN STARTS AT THE WILDERNESS GOLF COURSE

Jeremy Bubnick, Parks and Recreation Director presented the following for consideration:

This issue was resolved on March 10, 2021 when Governor Abbot lifted the Covid-19 occupancy restrictions. The Wilderness Golf Course no longer has restrictions on occupancy in the Club House, food service or gatherings outside the building and shotgun starts are again allowed.

At the March 23, 2021 Parks Board meeting the board wanted to make it clear that if Brazoria County is forced to move back to 50% occupancy based on the % of hospitalizations, shotgun starts would again be banned during such restrictions. The restrictions on occupancy are triggered if the county hospitals occupancy is 15% or more from Covid-19 cases.

On motion by Council member Broaddus second by Council member Buell with all members present voting "aye" approval was granted for Shotgun starts to be allowed again at the Wilderness Golf Course.

AUTHORIZE PURCHASE/LEASE OF GOLF COURSE TURF MAINTENANCE EQUIPMENT IN THE AMOUNT OF \$630,087.85 FROM PROFESSIONAL TURF PRODUCTS, L.P. THROUGH THE COOPERATIVE PURCHASING NETWORK

Jeremy Bubnick, Parks and Recreation Director presented the following for consideration:

The City’s current four-year lease agreement for golf course maintenance equipment expired on March 17, 2021.

Kemper staff has negotiated the lease of replacement Golf Course Turf Maintenance Equipment with Professional Turf Products. Purchasing through The Cooperative Purchasing Network (CONTRACT #611-20), Professional Turf Products may extend its Kemper Discount to the City. If the City purchases the equipment through the Buy Board, another purchasing co-op, the City would not be able to use the 8% Kemper Discount. The savings to the City utilizing The Cooperative Purchasing Network is \$73,575, in conjunction with the 8% Kemper Discount of \$52,043.03 equates to a grand total of \$125,618.04.

The Kemper Sports Management pricing sets our lease values. If authorized to purchase the equipment through Kemper Sports, staff will then finalize a lease agreement with PNC Finance.

An agreed upon Fair Market Value has been negotiated with Professional Turf Products for buy back now that the four-year lease has expired. The estimated lease payment for the equipment is \$11,417.19 per month for 48 months.

Purchase Price Comparison

	<u>Buy Board</u>	<u>TCPN</u>
1 Toro MultiPro 1750	38,391.80	33,914.70
2 Toro ProPass 200 Wireless	17,203.02	16,438.73
3 Toro Workman HDX	52,586.03	48,312.56
4 Toro SandPro 5040	46,583.91	41,017.78
5 Toro Flex 1021	12,416.40	11,548.57
6 Toro TransPro 80	1,587.43	1,398.70
7 Toro GreensPro 1240	13,399.65	12,305.46
8 Toro GR 3150-Q (Greens Mower)	102,886.24	90,718.20
9 Toro GR 3150-Q (Tee Mower)	68,804.04	60,624.06
10 Toro ProForce Debris Blower	8,143.41	7,478.44
11 Toro GM 360 Tier IV 4WD	73,701.15	70,389.76
12 Toro GM 4500 Tier IV	71,673.98	65,860.98
13 Toro RM 3100-D Sidewinder	77,713.58	68,698.88
14 Toro RM 5510 Tier IV	130,522.25	115,088.09
15 Toro 4000 Series Zero Turn 52”	8,500.00	6,742.97
16 Club Car CarryAll 500	<u>31,593.00</u>	<u>31,593.00</u>
	\$755,705.89	\$682,130.88
8% Kemper Sports Discount-- Toro Products Only	-	(\$52,043.03)
Total to Finance		\$630,087.85
48-month FMV Lease Payments		\$11,417.19

On motion by Council member Buell second by Council member Baker with all members present voting “aye” authorization was granted for the purchase/lease of golf course turf maintenance equipment in the amount of \$630,087.85 from Professional Turf Products, L.P. through the cooperative purchasing network.

DISCUSS AND CONSIDER AMENDING RENTAL FEES FOR SOUTH PARKING PLACE

Mallory Doyle, Civic Center Manager presented the following recommendation for consideration:

The South Parking Place Pavilion currently has two options for rental which were adopted by City Council in August of 2018.

- 1.) \$250 – Rental without Street Closure
- 2.) \$350 – Rental including Street Closure

Staff is recommending that the “Non-Street Closure” option and fee be eliminated. Staff feels that it will be best to not allow vehicle traffic to travel around the pavilion during rentals for safety of the event organizers and attendees (based on the pavilion location in the median of a street). Thus far the city has not had any rentals that have not included the street closure, so it has not been an issue. Staff is concerned it could be a safety issue especially when children are attending an event.

Staff recommendation is to offer one rental fee and option moving forward:

\$350 – Rental including Street Closure

On motion by Council member Singhania second by Council member Buell with all members present voting “aye” approval was granted to amend the South Parking Place Pavilion Rental to only include street closure.

DISCUSS AND CONSIDER RECOMMENDATION FROM THE PARKS AND RECREATION BOARD TO NAME THE LITTLE LEAGUE COMPLEX THE “HARRY BLEVINS BASEBALL COMPLEX”

Jeremy Bubnick, Parks and Recreation Director presented the following for consideration:

Harry Blevins was a longtime volunteer, coach, and umpire for in the community in both softball and baseball. He was inducted into the Hall of fame for the Texas Amateur Softball Association and made a lasting impact on thousands of lives.

The Clute Little League Complex was named in his honor many years ago, however that complex was demolished a couple years back due to BISD school expansion. That same year the Clute and Lake Jackson Little League organizations combined to form (Brazoswood Little League).

In February 2019, the Parks Board approved the recommendation from Brazoswood Little League to name one of the fields at the Brazoswood Little League Complex in the honor of Harry Blevins and a sign was erected in his honor.

At the March 23rd, 2021 Parks Board Meeting the Board approved the recommendation to name the entire complex after Mr. Blevins. They are recommending to City Council that the Brazoswood Little League Complex be renamed “The Harry Blevins Baseball Complex”. This will still allow for the three individual fields be dedicated/named in the future.

On motion by Council member Buell second by Council member Buell with all members present voting “aye” approval was granted to name the Little League Complex the Harry Blevins Baseball Complex.

REVIEW OF HEALTH INSPECTION PROGRAM FOR FOOD ESTABLISHMENTS

Leslie Cancino, Health Inspector stated:

There are 300 Food Establishments in Lake Jackson, in which 120 of them are restaurants that consumers can sit and eat or drive thru. Ms. Cancino stated that she inspects restaurants, day cares, schools, mobile vending units and temporary food establishments. These are inspected once a year. The State Guideline states they should be inspected every 6 months. She reviewed the items that she looks for on an inspection and frequent violations. The severity of the violation dictates how soon she performs a reinspection. She reviewed complaints that she receives and how those are addressed.

Ms. Cancino stated she does this on her own but does have the assistance of the two other code enforcement officers. She stated that her inspections and reinspections are unannounced.

She reviewed the high risk and low risk categories of the inspections. She stated this did not call for a more frequent inspection, it is just a category. The inspections are based on State Regulations and Guidelines.

David Walton, Building Official stated that when a new facility is about to open a preopening inspection is performed then the facility is put on the rotation list. The facilities and their employees are educated on the minimum requirements. Mobile vending units, catering events and special events are also inspected such as the Rotary Shrimp Boil, Taste of the Town, and Festival of Lights.

Mr. Walton stated they are trying to streamline the procedures to allow them to inspect the facilities twice a year.

Council member Singhanian stated during the budget process he would like to look at adding staff to help ensure the inspections are done more often.

Mr. Walton stated that there are those facilities that require more frequent inspections and staff tries to ensure they are addressed and educated.

Mayor Roznovsky asked that this be reviewed again in August to see where the department is in their attempt to conduct an inspection of the facilities twice a year.

DISCUSS AND CONSIDER AN ORDINANCE AMENDING CHAPTER 14 BUILDINGS OF THE CODE OF ORDINANCE TO ADOPT AND AMEND THE 2020 INTERNATIONAL ELECTRICAL CODE – FIRST READING

David Walton, Building Official reviewed the changes to the electrical code.

On motion by Council member Singhanian second by Council member Baker with all members present voting “aye” an ordinance amending Chapter 14 Buildings of the Code of Ordinance to adopt and amend the 2020 International Electrical Code was passed on first reading.

ORDINANCE AMENDING THE CODE OF ORDINANCES SECTION 102-131 INDIVIDUALLY OWNED LINES TO CLARIFY WHEN THE PROPERTY OWNER IS FINANCIALLY RESPONSIBLE FOR SEWER LINES THAT RUN UNDER THE STREET – FIRST READING

At the last meeting, Council discussed at what point the responsibility of sewer lines switched from the property owner to the City. The result of the discussion was that the property owner was responsible for the lines all the way to sewer main, but that in order to protect city streets, the city would take financial responsibility for broken lines under the street.

On motion by Council member Broaddus second by Council member Buell with all members present voting “aye” an ordinance amending the Code of Ordinances Section 102-131 Individually Owned Lines to clarify when the property owner is financially responsible for sewer lines that run under the street was passed on first reading.

APPROVE AMENDED TELEPHONE POLICY TO ESTABLISH BUSINESS CONDUCTED ON CITY ISSUED CELL PHONES AND PERSONAL DEVICES ARE SUBJECT TO THE PUBLIC

INFORMATION ACT

Alice Rodgers, City Secretary presented the following information for Council consideration. Senate Bill 944 became effective September 1, 2019 and states that business conducted on city issued cell phones or personal devices are subject to the Public Information Act (PIA) and is required to follow records retention schedules. Making this a part of the Employee Safety and Policy Manual would help inform employees and officers that any business conducted on city issued devices or personal devices would be or should be kept for the retention period that is established by the State.

On motion by Council member Buell second by Council member Singhania with all members present voting “aye” approval was granted to amend the telephone policy to establish business conducted on city issued cell phones and personal devices are subject to the Public Information Act.

CONSIDER NAMING THE POLICE DEPARTMENT DISPATCH CENTER THE DEBRA ANN BARNETT COMMUNICATIONS CENTER, AFTER RETIRED EMPLOYEE DEBRA ANN BARNETT

Paul Kibodeaux, Police Chief stated that the dispatch center is an area of the police department set aside on the second floor and is exclusive to dispatch personnel. Debra Barnett retired 03/26/2021 after serving as a dispatcher and dispatch supervisor for 34 years with the City of Lake Jackson Police Department. She is the longest serving member of the Lake Jackson Police Department in its history. He stated he was asking council to name the dispatch area of the police department the “Debra Ann Barnett Communication Center”. This distinction would be displayed in a vinyl lettering and dispatch logo on the glass door entrance into dispatch, visible from the hallway leading to dispatch and to the Emergency Operations Center.

On motion by Council member Baker second by Council member Singhania with all members present voting “aye” approval was granted to name the Police Department dispatch center the Debra Ann Barnett Communications Center.

DISCUSS AND CONSIDER RESOLUTION APPOINTING TWO MEMBERS TO THE AIRPORT ZONING BOARD

On motion by Council member Broaddus second by Council member Singhania with all members present voting “aye” a resolution appointing Herbert Ross and Bob Nielson to the Joint Airport Zoning Board was approved.

RESOLUTION AUTHORIZING APPLICATION FOR AN ADVANCING HEALTH LITERACY TO ENHANCE EQUITABLE COMMUNITY RESPONSES TO COVID-19 FEDERAL GRANT

The Office of the Assistant Secretary for Health/Office of Minority Health has made available grant money for local governmental entities to reach out to racial, ethnic, and socially vulnerable populations to increase knowledge of COVID and increase testing and vaccinations for COVID.

The use of the grant money is not limited to the City of Lake Jackson; it will be used throughout Brazoria County. Also, Lake Jackson will partner with Brazosport Community College as an oversight partner and with the Community Health Network, MLKCC, and Brazosport Area Alumni Chapter of Delta Sigma Theta for work in the field.

The expected funds are no more than \$350,000 and the funds will be disbursed as a reimbursement after the oversight partner approves the expenditure.

On motion by Council member Buell second by Council member Baker with all members present voting “aye” a resolution authorizing application for an Advancing Health Literacy to Enhance Equitable Community Responses to COVID-19 Federal Grant was approved.

CONSTRUCTION PROJECT UPDATES

Construction Funds Financial Update

General Fund Projects

Utility Fund Projects

ITEMS OF COMMUNITY INTEREST

Council member Baker stated that at 131 Tulip Trail there is a lot of water standing in the middle of the street. Sal Aguirre stated he would look into the issue.

Council member Baker stated the crawfish boil with the after 5 Rotary was good.

Mayor Roznovsky informed Council that this Saturday at 10:00 a.m. there will be an official push back ceremony for the new Fire Truck and encouraged everyone to attend.

Mayor Roznovsky said he noticed on Facebook there was a Citizens Academy graduation and would like for Council to be notified in the future so they can attend.

Council member Baker thanked everyone for the prayers and flowers on the passing of his stepson.

Meagan Borth reminded Council that on April 26 there will be a CIP meeting.

Mayor Roznovsky stated that Modesto Mundo turned 55 today.

EXECUTIVE SESSION – UNDER TEXAS GOVERNMENT CODE SECTION 551.074(A)
PERSONNEL MATTERS – QUARTERLY REVIEW OF THE CITY MANAGER

Mayor Roznovsky convened the meeting to Executive Session at 8:34 p.m.

RECONVENE TO OPEN SESSION

Mayor Roznovsky reconvened the meeting to Open Session at 9:15 p.m.

ADJOURNMENT

There being no further business the meeting adjourned at 9:15 p.m.

These minutes read and approved this _____ day of _____ 2021.

Gerald Roznovsky, Mayor

Alice Rodgers, City Secretary

