

Willis, Texas
June 19, 2018
5:30 p.m.

The City Council of the City of Willis, Texas convened in regular session at the city hall on the date and time aforesaid, with the following members present:

Leonard Reed, Mayor
Barney Stone, Mayor Pro-Tem
Tamara Young-Hector, Council member
Thomas Luster, Council Member
Thomas Belinoski, Council Member
Bill Van Alstyne, Council Member
Hector Forestier, City Manager
Larry Foerster, City Attorney
Marissa Quintanilla, City Secretary
James Nowak, Chief of Police
Rick Valdez, Fiance Director
Pat Riley, Public Works Director
Fernando Garcia, Director of Community Development

And the following members absent: none, constiuting a quorum at which time the following business was transacted to-wit:

1. Call to order the regular meeting.

Mayor called the meeting to order at 5:30 p.m.

2. Roll Call, Pledge of Allegiance, and Invocation

I Pledge Allegiance to the Flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all. Honor the Texas Flag. I pledge allegiance to thee Texas; one state under God, one and indivisible.

Mayor called roll.

Pledges were recited.

Larry Foerster said the invocation.

3. CITIZENS INQUIRY

None

4. CONSENT AGENDA

a. Consider the minutes of the previous meeting: May 15, 2018.

b. Approval of accounts payable.

c. Approval of financial statements and tax collection report.

d. Approval of Willis Police Department Policy 7.19 Special Use Equipment

Mayor asked about the new accounts payable report and how one is to distinguish who and what is being paid. Mr. Valdez stated that the report was still being worked on and it would be more detailed in the future. Mayor asked for any other questions. None were received. Motion was made by Thomas Belinoski to approve the consent agenda. Barney Stone seconded the motion. Motion passed unanimously.

5. ORDINANCES

First Reading

- a. An Ordinance amending Chapter 155, "Zoning," of the City of Willis Code of Ordinances, by amending the rear setback requirements for General Commercial Zoning District Lots.
Mr. Forestier stated that many of the residents have requested variances to the rear setbacks of 25 feet to 10 feet in order for them to utilize most of the space they have on their property. Mr. Forestier stated that most surrounding cities already have rear setbacks of 10 feet. Mr. Forestier stated that this is typically brought before the Board of Adjustments, but the Council serves as the Board of Adjustments as well. Mr. Forestier stated this would be the first reading. Mayor asked what the purpose of the setback was and why was it 25 feet. Mr. Forestier stated at one time it was for privacy, mainly to allow for 50 feet between distances in the back. Mr. Van Alstyne asked if the distance on the side was still 4 feet from the property line. Mr. Garcia stated that it was 10 feet setback on the side. Mr. Belinoski stated that it use to be called a garbage alley. Mayor asked for any other questions. None were received. Mayor reads the caption.

6. NEW BUSINESS

- a. Elect Mayor Pro-Tem
Motion was made by Tamara Young-Hector to nominate Council Member Barney Stone. Thomas Belinoski seconded the motion. Motion passed unanimously.
- b. Update from Public Management on grants.
Patrick Wiltshire of Public Management gave the Council a brief update on the grants. Mr. Wiltshire stated there are several projects that we are working towards, some that we are working on, and others that we are going to watch unfold. Mr. Wiltshire stated that the immediate project is the City's 2017 Community Development Project. Mr. Wiltshire stated that this was referred to as the City's regular program our biannual application cycle. Mr. Wiltshire stated that the City has the application in and are just waiting on the awards. Mr. Wiltshire stated that the way they see the project unfolding is the GLO recently had to have their action plan amended for the 2016 Flood Action Plan. Mr. Wiltshire stated that a few of the jurisdictions that were most impacted, had to change the method of distribution. Mr. Wiltshire stated that the City submitted the application in January and are still waiting on the final award. Mr. Wiltshire stated that the allocation to the City is a method of distribution within the County and is not a competition. Mr. Wiltshire stated that the Hurricane Harvey disaster recovery allocations is one of the projects they are watching. Mr. Wiltshire stated that there is a series of allocations driven to the state for community development block grant disaster recovery as well as hazard mitigation through the Texas Division of Emergency Management. Mr. Wiltshire continued giving the Council an overview on the process of the allocations for the Hurricane Harvey disaster recovery. Mayor asked for any questions. None were received.
- c. Consider approval of a water service agreement for Caldwell Properties on Longstreet Road.
Mr. Forestier stated that they were approached by Caldwell properties requesting a water service line. Mr. Forestier stated they would pay for all cost and would serve them for any emergencies once the project is complete. Mr. Forestier stated that Jennifer Steen with Bleyl had put together a presentation which would give Council an idea of what the water model will look like. Ms. Steen stated that the City now has a water model that shows all of the water plants, water lines, connections, and usages. Ms. Steen stated that the area in question is Longstreet, right now there is a water line that comes up I-45 on the west side, and a water line that crosses underneath I-45 which is a 12 inch line. Ms. Steen stated that what Caldwell was asking was to extend from Love's Gas Station a 12 inch line west. Ms. Steen stated it would go right outside of the City's ETJ and would be a service a connection for the development until their system is up and operational. Ms. Steen stated that the model showed maximum up to 200 homes. Ms. Steen stated that pressure will not be affected by adding the 12 inch line. Mayor asked about the proposed improvements and the existing systems and who would pay. Ms. Steen stated that Caldwell would pay and the proposed improvements would start at Love's with a 12 inch water

line 4,600 feet headed west down Longstreet and at the service connection and at that point would be on Caldwell Property. Ms. Steen stated that by adding the 12 inch line that goes out to Caldwell, the system that the water will be pulling from the pressure will not change and will not be affected. Mr. Van Alstyne asked if there has been any study on drilling another well on the north end if the population expands to the point we know our wells are not going to provide. Ms. Steen stated that they have completed a capacity study for the entire system and the system has around 1,200 to 1,500 connections of available capacity. Mr. Belinoski asked if we would be getting a 12 inch line, and fire hydrant with no cost to the City. Ms. Steen stated that was correct and that Caldwell are also paying for the engineering design. Mayor asked about the widening of Longstreet and if the City or Caldwell would be responsible for the expense of moving the line. Ms. Steen stated that they have already requested the plans from the County to verify that where the line is placed would not have to be moved with their widening. Mayor asked if there were any questions on the service agreement. None were received from Council. The Mayor asked if staff had talked to Conroe about service in their ETJ. Mr. Foerster stated that he has contacted the city attorney for Conroe and he suggested drafting a resolution for the City of Conroe to approve the service of the Caldwell Properties. Mayor asked that the exhibits in the service agreement be labeled properly. Mayor asked about item 7 on the service agreement. Mr. Foerster stated that the interconnect extension will serve short term for no more than 200 connections until the company's system is operational, and then thereafter only for emergency situations. Mr. Foerster stated that in item 5 of the service agreement it states that the contract is only for up to but not more than 36 months. Mayor asked that item 5 and item 7 both state that service was for 36 months only. Mayor asked if we are only flowing water to them, would they be able to flow water to us if needed. Derek Wind stated that the for water to flow both ways there would be a split in the line, one that has a meter going towards the customers system and another that would come back towards the city. Mr. Wind stated that it would have a reduced pressure zone, backflow. Mr. Wind stated that because this system is lower than the City's system unless all three plants are having an issue, it's not likely that water from that system could actually get to the City's system, because we would have to have some sort of pump system to pump it up the hill to the City's system. Mayor asked what the rate of water would be. Mr. Forestier stated it would be commercial outside city rates. Motion was made by Thomas Belinoski to enter into a water service agreement with Caldwell Properties with changes to item 7 to include that service was for 36 months only. Bill Van Alstyne seconded the motion. Motion passed unanimously.

d. Discuss street light study.

Pat Riley stated that the survey covered the needs for the whole City. Mr. Riley stated that he went out and counted existing street lights in the streets. Mr. Riley stated that the survey determined that there was about 86 residential street lights needed in the City. Mr. Riley stated that this was taken into account by street light distance, safety for the streets, and if there was existing electricity there. Mr. Riley also stated that there were about 51 commercial street lights that could possibly be needed. Mr. Riley continued going over the survey with the Council. Mayor stated he understood the phrase safety and security but asked why we would go out and install lights. Mr. Riley stated that it was for street safety. Mr. Riley stated that the survey was to give the City an idea of where we would need to have lights if we decided or the need arose to install them. Mr. Forestier stated that anytime a resident request a street light it's an added expense to the budget and has sent the request to the council for approval. Mr. Forestier stated this was just an assessment of where we were. The Mayor stated that in previous times the procedure was if there was a light within 250 feet we would not install a street light, it would be up to the customer to have a security light installed. Mr. Riley stated that was correct, and the survey was just to give Council an idea of where we were.

e. Consider approval of a variance request to the setback requirements of 25 feet to 10 feet for 107 B East Marlin Street.

Fernando Garcia stated that a variance request was submitted by Edwin Cruz of 107 B East Marlin Street. Mr. Garcia stated that with the setback requirement of 25 feet, Mr. Cruz is having an issue on how to construct his building and is request a variance of setback requirements to 10 feet. Motion was made by Tamara Young-Hector to approve a variance request to the setback requirement of 25 feet to 10 feet for 107 B East Marlin Street. Thomas Belinoski seconded the motion. Motion passed unanimously.

- f. Consider approval of a Resolution declining to approve the change in rates requested by Entergy Texas, Inc.

Mayor recuses himself due to conflict of interest, and Mayor Pro-Tem Barney Stone took over the meeting.

Mr. Foerster stated that from time to time various public entities will request a rate increase and cities have jurisdiction to consider to approve, or disapprove. The resolution provided for by Entergy was to decline to approve the change in rates. Motion was made by Bill Van Alstyn that though we don't have original jurisdiction because of the franchise agreement we have with Entergy, but because Entergy has requested this of the city, motion to approve the resolution declining to approve the change in rates requested by Entergy Texas, Inc. Tamara Young-Hector seconded the motion. Motion passed unanimously.

Mayor reentered the meeting at 6:54 p.m.

7. REPORTS

Input from Council related to issues for possible inclusion on future agendas; related to issues such as (but not limited to) municipal projects, personnel, public property, development, and other city/public business.

Tamara Young-Hector reminded Council of the July 4th fireworks presentation on June 30, 2018 at 9:00 p.m.

Barney Stone ask about a house on the 900 block of North Danville, if it was on a list to get cleaned up. Mr. Forestier stated staff would look into it.

Mayor asked that staff look into getting a comparison on the water and sewer rates from around here. Mayor stated that last time it was done it was on the base rates, the base rates are 5 or 10 thousand gallons for Conroe and ours are 3 thousand gallons. Mayor stated he would like an "apples to apples" comparison.

The Mayor also thanked Mary Reed and the Juneteenth committee for the Juneteenth Celebration this past weekend.

The Mayor also stated that the Council are elected officials to represent the citizens of the City, not here to follow blindly along. The Mayor stated that they are here to take care of City business and if there are questions, than they need to be asked. The Mayor stated that it seems we get to the point where are complacent and just approve stuff with no questions asked. Mayor stated that we need to do our due diligence and look out for the citizens who can be at meetings.

a. City Engineer's Report

I. Update on Wastewater Treatment Plant Lift Station

Mr. Wind stated that the bid was awarded at the previous meeting and contracts are circulating and have been signed and the project is ready to get started in the next few weeks.

II. Update on Wastewater Treatment Plant rehab.

Mr. Wind stated we are still working with city staff and trying to get 60% set of plans to city staff for review and on track to have the project bidding in early fall.

III. Update on water and sewer lines going North on Highway 75.

Mr. Wind stated that much of the design has been completed, still don't have any written agreements with property owners as far as funding goes.

Jennifer Steen stated that there is an area north of the Junior High where there is low pressure. Ms. Steen stated that after evaluating there is not a good east and west connection for our system. Ms. Steen stated that there is a water plant near one of the elementary schools, and another water plant down 75. Ms. Steen stated that south of those there is really good pressure, Ms. Steen stated the reason for this is because MLK, and 1097 both have nice water lines that connect all the way from the east to the west and allow the system to equalize. On the north side we do not have that, where the two water plants are, there are not any water lines that connect from the east to west, so we are not getting that equalization. Ms. Steen stated that we have a 6" line coming up Gerald Street and a 6" line coming up old Danville, if we connected those 2 lines it would give us the equalization between the 2 plants and balances the system on the north side. Ms. Steen stated if the 2" line was replaced with a 10" line and tied into the 6" line on Gerald Street and Old Danville would improve the north side of the system. The Mayor asked if anything was being done about the small lines inside the City, and on Young Street at the end of Gerald Street Plan. Ms. Steen stated that in the CIP there are plans to improve the lines, and as new developer come in the system is evaluated and look at the water model, and have them put in the size that is needed for future. Mayor asked where the Gerald Street Line goes. Mr. Riley stated that it goes up Gerald Street and ties into Longstreet, goes west Longstreet across I-45, and from Longstreet going east goes down Runnels. Mayor asked how big the line was going down Young Street and MLK. Mr. Riley stated it was an 8" line. Mayor asked about two lines running down Young Street. Mr. Riley stated that to his understanding there was at one time but the smaller line was abandoned when the 8" line was put in.

b. City Manager's report

Chief Nowak introduces new officers Cody Landrum, Devin Sanders, and Patrick Murphy.

I. Open Enrollment August 1, 2018

Mr. Forestier informed Council of Open Enrollment on August 1, 2018 and stated that City Hall would be closed ½ a day.

II. Disaster Preparedness Update

Chief Nowak gave the Council an update on the City's disaster preparedness.

III. P&Z Board Volunteers

Mr. Forestier asked Council for any recommendations for the P&Z Board. Mr. Forestier stated that the Board sits 9 people and has only 4 members.

8. ADJOURN

Motion was made by Tamara Young-Hector to adjourn. Tom Luster seconded the motion. Motion passed unanimously. The meeting adjourned at 7:37 p.m.

Leonard Reed, Mayor

Marissa Quintanilla, City Secretary