



**STATE OF TEXAS
COUNTIES OF WALLER AND HARRIS
CITY OF WALLER**

BE IT REMEMBERED THAT ON THIS THE 18th day of April 2022 at 6:00 p.m. the City Council of the City of Waller, Texas held a meeting in Special Session at 1218 Farr St. with the following present:

Mayor Danny Marburger
Mayor Pro Tem Dwayne Hajek
Councilmember Nancy Arnold (*Absent*)
Councilmember Edna Eaton
Councilmember Mike McCormick (*Absent*)
Councilmember Jason Tones

Cynthia Ward, City Secretary
Kim Dickey, Deputy City Secretary
Maryann Carl, Finance Officer
Gene Schmidt, Public Works Director
Michael Lopez, Acting Police Chief
Art Pertile, City Attorney (*Bridgette Begle*)

Mayor called the Meeting to order at 6:00 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE

*Prayer by Economic Development Director John Isom
Pledge led by Mayor Pro Tem Hajek*

COMMUNICATIONS FROM THE PUBLIC

Please fill out a "Citizen Registration Card" form in order to address the Council. Turn in the form prior to Communications from the Public to the City Secretary. Speakers are limited to three minutes. The purpose of this item is to allow the public an opportunity to address the Mayor and City Council on issues that are not on the agenda. The Council cannot take action but may refer this item to a department head or direct that this item be placed on a future regular Council agenda.

Any interested person may appear before City Council to speak on an item on the agenda. Before the start of the meeting, the person must request such appearance in writing and identify the agenda item on which he/she wishes to speak. The person will be called to speak when the agenda item comes before City Council for discussion or action. Comments are limited to 3 minutes.

**PRESENTATION – to Judge Delores Hargrave for 24 years of service
by Mayor Marburger**

CONSENT AGENDA ITEMS

This agenda consists of non-controversial, or "housekeeping" items required by law. Items may be removed from the Consent Agenda by any Councilmember making such a request prior to a motion and vote on the Consent Agenda.

1. Approval of Minutes for March 15, 2022, Special Meeting.
2. Approval of Minutes for March 21, 2022, Regular Meeting.
3. Tax Refund for Love's Family Affiliated Fund per HCAD for year 2021.
4. Approval of the Quarterly Investment Report.

Motion by Mayor Pro Tem Hajek to approve the consent agenda items. Motion seconded by Councilmember Tones. Motion passed.

REGULAR AGENDA ITEMS

5. Discussion and possible action to renew a five-year contract with Republic Services for solid waste collection for the City of Waller.

David Aguilar with Republic Services presented the five-year contract to Council for approval.

Motion by Councilmember Tones to approve the five-year contract with Republic Services. Motion seconded by Mayor Pro Tem Hajek. Motion passed.

6. Discussion and possible action to solicit an RFP for cleaning services for the City of Waller building and office facilities.

Assistant City Administrator Cynthia Ward addressed the Council regarding the cleaning services for the City of Waller building and office facilities. Since Mr. Banda passed away, his daughter and her husband have been cleaning the city facilities. They are now changing the name of her father's company. Our Attorney said that it would be best, at this time, to go out for RFP's.

Motion by Mayor Pro Tem Hajek to approve the city to request RFP's for cleaning services. Motion seconded by Councilmember Tones. Motion passed.

7. Discussion and possible action to approve a new job description for Municipal Court Judge.

Assistant City Administrator Cynthia Ward addressed the Council regarding the need for a new job description for Municipal Court Judge. The city needed a new job description in order to post the job per Brian Begle.

Motion by Councilmember Tones to approve a new job description for Municipal Court Judge. Motion seconded by Mayor Pro Tem Hajek. Motion passed.

8. Discussion and possible action to modify the City of Waller civic center rental agreement.

Assistant City Administrator Cynthia Ward addressed the Council regarding the civic center rental agreement. The agreement currently has the wording "cleaning fee" and she would propose that be amended to say "sanitization fee" going forward.

Also, the officers fee per hour on the current agreement is \$25.00, they have checked with other venues in the area, and they are charging \$35.00 to \$40.00 per hour for security. She would propose that fee be increased to \$40.00 per hour.

Motion by Councilmember Tones to approve changes to the current civic center rental agreement. Motion seconded by Councilmember Eaton. Motion passed.

9. Discussion and possible action to create and sponsor a city team for the upcoming relay for life cancer walk.

Assistant City Administrator Cynthia Ward addressed the Council regarding creation of a Relay for Life team for City of Waller. Spoke to Ms. Miller and she requested the city get involved.

Motion by Councilmember Tones to approve a Relay for Life Team for the City of Waller. Motion seconded by Mayor Pro Tem Hajek. Motion passed.

10. Discussion and possible action regarding additional projects eligible under the American Rescue Plan Act (ARPA) funds.

Finance Officer Maryann Carl addressed the Council regarding two items eligible under the ARPA funding.

- 1. Portable walk-thru metal detector, previously approved by Council using other funding.*
- 2. Budget Cycle Management Suite by ClearGov. This software provides operational, personnel, CIP, forecasting functionality, eliminates double entry making it much more efficient and reducing the chance of errors. This solution complements our current Incode software and provides a budget book and transparency compliance reporting for the City's website.*

The ClearGov Suite software will make the process much smoother and faster as we move forward and prepare the city for growth. The Suite cost will be covered under the ARPA funds for the first 3 years and at the end of that period the cost will be \$16,995.00 annually.

Motion by Mayor Pro Tem Hajek to approve additional projects eligible under the American Rescue Plan Act (ARPA) funds. Motion seconded by Councilmember Eaton. Motion passed.

11. Discussion and possible action to approve final plat on Oakwood Estates Section 1 for Field Store Development, LLC.

Director of Public Works Gene Schmidt addressed the Council regarding this final plat on Field Store Road. They have completed most of the dirt work and are ready to move ahead. This has been approved by City Engineer Travis Sellers.

Motion by Councilmember Tones to approve this final plat for Oakwood Estates Section 1. Motion seconded by Councilmember Eaton. Motion passed.

12. Discussion and possible action on the bids received for the City of Waller FM 2920 extension of water, gas, and sewer lines project.

Director of Public Works Gene Schmidt addressed the Council regarding the extension of utilities bids for the project on Binford Road. There were nine bids for this project, the lowest bidder withdrew their proposal during the bid process, the second lowest bidder was ISK Underground Utilities LLC which is the company doing all the utility site work currently. David Gregory with G&G

Engineering designed it and Travis Sellers our City Engineer approved it. The total of the second bid is \$1,014,501.30, and Marlin Davis will have to put up funding.

Motion by Mayor Pro Tem Hajek to approve ISK Underground Utilities LLC for the City of Waller FM 2920 extension of water, gas, and sewer lines. Motion seconded by Councilmember Tones. Motion passed.

13. Discussion and possible action for approval of Beacon Hill section one Capital Parkway Street Dedication preliminary plat.

Director of Public Works Gene Schmidt addressed the Council regarding Beacon Hill section one Capital Parkway Street Dedication preliminary plat. Dr. Clay has approved this preliminary plat in the commercial section.

Motion by Mayor Pro Tem Hajek to approve Beacon Hill section one Capital Parkway Street Dedication preliminary plat. Motion seconded by Councilmember Tones. Motion passed.

14. Discussion and possible action to rescind Council's vote to sell the Maroon Tahoe at auction and allow an internal transfer to Public Works.

Assistant Director of Public Works Markus Benoit addressed the Council regarding the Maroon Tahoe. He would like to use the Maroon Tahoe as a meter reading vehicle and send Public Works unit 10 to the auction as surplus. The Maroon Tahoe is currently in better running condition than the unit 10 truck.

Motion by Councilmember Tones rescind Council's vote to sell the Maroon Tahoe at auction and allow an internal transfer to Public Works. Motion seconded by Councilmember Eaton. Motion passed.

15. Discussion and possible action for Public Works items to be deemed as surplus and sent to auction.

Assistant Director of Public Works Markus Benoit addressed the Council regarding Public Works surplus equipment including unit 10 being surplus and sent to auction.

Motion by Councilmember Tones for items to be deemed as surplus and sent to auction. Motion seconded by Mayor Pro Tem Hajek. Motion passed.

16. Discussion and possible action to approve WEDC Resolution 2022-02 approving the Broadband feasibility study by Finishes Communication as an infrastructure project to promote or develop new or expanded business enterprise.

Economic Development Director John Isom addressed the Council regarding feasibility study by Finishes Communication as an infrastructure project and the Council had asked if Waller EDC could declare the study as an infrastructure project of the EDC and take responsibility for the \$150,000 cost if the city does not go forward at completion of the study. In this case, the City/EDC would own the study and could use it for future broadband planning. The WEDC did vote in favor of the of the infrastructure project.

Motion by Councilmember Tones to approve the WEDC Resolution 2022-02 approving the Broadband feasibility study by Finishes Communication as an infrastructure project to promote or develop new or expanded business enterprise. Motion seconded by Councilmember Eaton. Motion passed.

MAYOR-COUNCIL REPORTS

None

STAFF REPORTS

- Cynthia Ward, City Secretary - *Written report submitted*
- Gene Schmidt, Public Works Director - *Written report submitted*
 - *MS 150 would be coming thru the city on April 30th and May the 1st*
- Markus Benoit, Public Works Director
 - *Water leaks in the city, special recognition to Mark Russell*
- Michael Lopez, Police Captain, and Acting Chief of Police
 - *Chiefs Corner in the Waller Times Newspaper*
- John Isom, WEDC Director
 - *Restart of the Networking Breakfast in the Morning*
- Travis Sellers, City Engineer

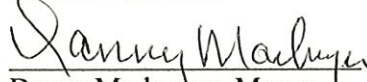
ELECTED OFFICIAL REPORTS

None

ADJOURNMENT

With no other business, Mayor adjourned at 7:06 pm.

APPROVED BY:


Danny Marburger, Mayor

ATTEST:


Cynthia Ward, City Secretary