



## CITY COUNCIL SPECIAL MEETING COUNCIL WORKSHOP

Tuesday, December 17, 2024 at 4:00 PM

City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas

### AGENDA

BE IT KNOWN that the City Council of the City of Sweeny will meet in **Special Session** on **Tuesday, December 17, 2024 at 4:00 PM.** at City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas with the following agenda. Council is conducted under modified Roberts Rules of Order as approved by Resolution 102-16; July 19, 2016. In accordance with Chapter §551 of the Texas Government Code, if required, the Council may conduct an executive session on any of the agenda items provided the City Attorney is present.

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#### CALL TO ORDER/ROLL CALL

#### COUNCIL WORKSHOP

1. Sidewalk Fund
2. Utility Billing Policy
3. Donations on Utility Bills
4. Debris Contracts or Agreements

#### ADJOURN REGULAR SESSION

I certify that the notice and agenda of items to be considered by the Sweeny City Council on **December 17, 2024** was posted on the City Hall bulletin board on \_\_\_\_\_, 2024, at approximately \_\_\_\_\_.

\_\_\_\_\_  
Kaydi Smith, City Secretary

I hereby certify that this Public Notice was removed from the City Hall bulletin board on \_\_\_\_\_, 2024 at approximately \_\_\_\_\_.

\_\_\_\_\_  
Kaydi Smith, City Secretary

**Proposed**  
**City of Sweeny**  
**Utility Billing Policy**

All City of Sweeny Utility bills for Water, Sewer, Natural Gas, and Garbage are due upon receipt and payable no later than the 15<sup>th</sup> day of the month. When the 15<sup>th</sup> falls on a non-business day, the bill will be due upon the next business day of the month.

Any bill not paid by the 15<sup>th</sup> of the month will be subject to a penalty of **10%**.

Any bill not paid by the 20<sup>th</sup> of the month will be subject to disconnection from City services if the amount is more than **\$25.00** due to the City.

Any bill that is 60 days past due shall have the account closed and the deposit applied to the account to cover fees due. If there is an excess deposit, the remainder shall be refunded to the customer.

Customers whose accounts close and deposits get applied will be required to pay a double security deposit upon opening of their new account, if they left owing.

Customers can appeal their bill, or ask for a hearing by the 15<sup>th</sup> of the month.

A customer that is on the disconnect shall pay a **\$40.00** reconnect fee once the list leaves the City Hall even if the service has not yet been terminated.

In the event that a customer named on an account has deceased, the administrator of the estate has **30** days to have the account closed or services at the address will be terminated.



## Residential Utility Service Agreement

Each customer must read and sign this Service Agreement before the City of Sweeny will commence provided utility services. Following are the terms of the Service Agreement between the City of Sweeny and the customer:

- Customer must fill out and submit this form with payment for the service fee (non-refundable) and deposit before services will be provided.
- Service fee and deposit must be paid at the time the application is submitted.
- Deposits will be applied to the final bill once the account has been closed. If there is a remaining balance, the deposit will be issued via check and sent to any new mailing address provided by the customer. If the final bill is more than the deposit, the full amount of the deposit will be applied, and the customer will be responsible for promptly paying the remainder of their account balance.
- Cash, check, and credit card (Visa, Mastercard) payments are accepted for monthly bills. Credit cards are not accepted for deposits or turn on fees.
- Credit card payments will have an added 3.5% of charge total added, and can be made in person at City Hall or online at: <https://www.trafficpayment.com>
- Checks can be put in the night drop slot on the side of the City Hall building at any time.
- Customers have the option to have their account put on automatic bank draft. This draws the monthly account balance due from a selected bank account on the 10<sup>th</sup> of each month.
- Any returned payment (check or bank draft) will be subject to an insufficient funds charge of \$30.00.
- Customers may request that their meter be re-read. The first meter re-read in a billing period is free. Any meter re-reads in the same billing period thereafter are \$35.00 each.
- Bills are due on the 15th of every month. If the 15th falls on a weekend or a holiday, bills are due on the following business day.
- Bills are late on the first business day following the bill due date.
- The following services may be reflected on utility bills:
  - Water (WA), Sewer (SW), Gas (GA), Garbage (GB)
- All disconnections for nonpayment are subject to the Utility Connection & Service Fee (\$30.00) per the Comprehensive Fee Schedule, Ordinance No. 101-21
- Customer(s) are required to fill out and submit a disconnect form to have services discontinued. If the customer fails to do so, they are responsible for the account balance that has accumulated from the time they moved from the property.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>For City Use Only</b>	
Acct: # _____	Service Address: _____



# CITY OF SWEENY

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321

<input type="checkbox"/> WA/SW	<input type="checkbox"/> GA	<input type="checkbox"/> GB	<input type="checkbox"/> SF	<input type="checkbox"/> FD	<input type="checkbox"/> SBC	<input type="checkbox"/> IS	<input type="checkbox"/> AN		CONF: #1 <input type="checkbox"/> #2 <input type="checkbox"/> Fence <input type="checkbox"/>
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Please complete the Residential Utility Service Agreement fully and return it to City Hall with payment. \*Required information

### ***Applicant Information***

\*Customer Name: \_\_\_\_\_

\*Service Address: \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

\*Phone Number: \_\_\_\_\_ Second Phone: \_\_\_\_\_

\*Driver's License #: \_\_\_\_\_ \*State: \_\_\_\_\_ \*SSN: \_\_\_\_\_

### ***Nearest relative that will NOT be residing with you for personal reference.***

\*Relative Name: \_\_\_\_\_ \*Relationship: \_\_\_\_\_

\*Address: \_\_\_\_\_ \*Phone Number: \_\_\_\_\_

### ***Tenant / Landlord Information (if applicable)***

If renting, Landlord's Name: \_\_\_\_\_

### ***Employment Information***

\*Employer Name: \_\_\_\_\_ \*Employer Phone Number: \_\_\_\_\_

### ***Additional Services as Desired***

Would you like your phone number(s) to be added to the Connect CTY system to receive phone calls from the city pertaining to emergency situations, utility repairs/advisories or other City news?	YES	NO
Would you like to donate <b>\$3.00</b> each month to the City of Sweeny's Sidewalk Improvement Fund?	YES	NO
Would you like to donate <b>\$2.00</b> each month to the Sweeny Fire and Rescue?	YES	NO
Would you like to donate <b>\$2.00</b> each month to the Sweeny Beautification Committee?	YES	NO
Would you like to donate <b>\$1.00</b> each month to the Sweeny Animal Shelter Fund?	YES	NO
Would you like to donate <b>\$1.00</b> each month to the City of Sweeny's infrastructure (water, sewer, roads, etc.)?	YES	NO

Date and time you would like services connected: \_\_\_\_\_ 9-10 AM or 3-4PM

*Windmill Run Apartment services cannot be connected after 4:00 PM*

<b>For City Use Only</b>			
Deposit Amount:		Dep Slip # & Date:	
Service Address:		Account #:	



### **Trash Service:**

Regular trash service for residential addresses is picked up one time per week, on Mondays. Recycling is every other Thursday. Heavy/bulk trash is picked up on Saturdays. Trash cans must be picked up from the road within 24 hours of trash service.

### **Fees & Deposits:**

All new accounts require a **connection fee** along with a **deposit** per the City's Comprehensive Fee Schedule, Ordinance No. 101-21. In the event of relocation, your deposit will be applied to the balance on the final bill. Any remaining amount of the deposit will be mailed to the new mailing address provided on the Utility Disconnect Form.

## **Water Service Agreement**

1. **PURPOSE.** The City of Sweeny is responsible for protecting the drinking water supply from contamination or pollution which could result from improper system construction or configuration on the retail connection owner's side of the meter. The purpose of this service agreement is to notify each customer of the restrictions which are in place to provide this protection. The public water system enforces these restrictions to ensure the public health and welfare. Each retail customer must sign this agreement before the City of Sweeny will begin service. In addition, when service to an existing retail connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.
  
2. **PLUMBING RESTRICTIONS.** The following unacceptable practices are prohibited by State regulations.
  - A. No direct connection between public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an airgap or an appropriate backflow prevention device.
  - B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an airgap or appropriate backflow prevention device.
  - C. No connection which allows water to be returned to the public drinking water supply is permitted.
  - D. No pipe or pipe fitting which contains more than 0.25% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.
  - E. No solder or flux which contains more than 0.2% lead can be used for the installation or repair of plumbing at any connection which provides water for human use.
  
3. **SERVICE AGREEMENT.** The following are the terms of the service agreement between the City of Sweeny and \_\_\_\_\_ (the Customer).
  - A. The Water System will maintain a copy of this agreement as long as the Customer and/or the premises are connected to the Water System.
  - B. The Customer shall allow his property to be inspected for possible cross-connection and other potential contamination hazards. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other potential contamination hazards exist; or after any major changes to the private water distribution facilities. The inspections shall be conducted during the Water System's normal business hours.
  - C. The Water System shall notify in writing of any cross-connection or other undesirable plumbing practice which has been identified during the initial inspection or the periodic reinspection.
  - D. The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his premises.
  - E. The Customer shall, at his expense, properly install, test, and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.
  
4. **ENFORCEMENT.** If the customer fails to comply with the terms of the Service Agreement, the Water System shall, at its option, either terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>For City Use Only</b>			
Deposit Amount:		Dep Slip # & Date:	
Service Address:		Account #:	



## Customer Owned Buried Water & Sewer Lines

The City of Sweeny maintains the underground domestic water service lines that deliver treated water to your home up to and including the water meter and “meter tail” approximately 6” past the water meter towards the home. The city also maintains the underground sewer lines up to and including the sewer tap for the home.

You should be aware, however, that underground water and sewer piping between your meter and sewer tap respectively, and your house, or running to outbuildings or other outdoor services such as outdoor sinks, pools, pool-house services, etc., **are not** maintained by the City of Sweeny. It is the responsibility of the customer to maintain these lines.

These pipes and lines may be subject to the effects of corrosion, collapse, underground disconnection, or infiltration. Not maintaining these lines could result in leakage. To avoid this potential problem, the City of Sweeny recommends that you arrange periodic inspections of any needed repairs that should be completed by a licensed plumber to ensure safety.

Remember to call the City of Sweeny at (979) 548-3321 before digging near buried lines. Digging around such piping should be done by hand. If you do not own the property where you live, please notify the owner or landlord. To report a water or sewer leak at your home, or anywhere within the City of Sweeny, call (979) 548-3321.

## Customer Owned Buried Natural Gas Lines

The City of Sweeny maintains the underground natural gas pipes that deliver gas to your home up to and including the gas meter.

You should be aware, however, that there may be underground gas piping between your meter and your house or running to outbuildings or other outdoor appliances such as natural gas grills, lights, pool heaters, etc., that **are not** maintained by the City of Sweeny. It is the responsibility of the customer to maintain these lines.

These pipes may be subject to the effects of corrosion. Not maintaining these lines could result in leakage. To avoid this potential problem, the City of Sweeny recommends that you arrange periodic inspections of any needed repairs that should be completed by a licensed plumber or professional contractor to ensure safety.

Remember to call the City of Sweeny at (979) 548-3321 before digging near buried natural gas pipes. The buried gas pipes will be marked for you free of charge. Digging around such piping should be done by hand. If you do not own the property where you live, please notify the owner or landlord. To report a gas leak at your home, or anywhere within the City of Sweeny, call (979) 548-3111, 24 hours a day.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For City Use Only			
Deposit Amount:		Dep Slip # & Date:	
Service Address:		Account #:	



Please initial in the box(es) in which you accept the terms.

### Utility Meter Readings

Service meters shall be read at monthly intervals, and as nearly as possible on the corresponding day of each month but may be read at other than monthly intervals as needed.

The meters are the property of the City of Sweeny and City employees shall be allowed access for the purpose of reading, testing, installing, maintaining, and removing meters and using utility cutoff valves. Conditions that may hinder access include, but are not limited to, fences with locked gates, vehicles or objects placed on top of meters or meter boxes, and unrestrained animals. A customer's refusal to allow access to the meters or a customer not cooperating to obtain reads subjects the customer to immediate disconnection.

When access is hindered on an ongoing basis, the city may, but is not required to, make alternative arrangements for obtaining meter readings.

If access to a meter is hindered, the city may bill according to estimated consumption; provided the meter is read by the city at regular intervals (not exceeding three months) and billing adjustments are made for any overcharges or undercharges.

If access to a meter is hindered and the customer will not arrange for access at regular intervals, the city may relocate the meter to a more accessible location and may charge the customer for the actual cost of relocating the meter. Before relocating the meter, the City shall provide the customer with written notice of its intent to do so. The notice should include information on the estimated cost of relocating the meter, an explanation of the condition hindering access and what the customer can do to correct that condition, and information on how to contact the City. The notice shall give the customer a reasonable length of time to arrange for utility access so the customer may avoid incurring the relocation cost. A copy of the notice given to the customer shall be filed with the City's records on the customer's account.

If access to a meter, cutoff valve or sewer connection is hindered by the customer and the customer's service is subject to disconnection the city may disconnect service at the main and may charge the customer for the actual cost of disconnection and any subsequent reconnection. The City shall document the condition preventing access by providing photographic evidence or a sworn affidavit. Before disconnecting the service at the main, the City shall provide the customer with written notice of its intent to do so. The notice shall include information on the estimated cost of disconnecting service at the main and reconnecting service and shall give the customer at least 72 hours to correct the condition preventing access and to pay any delinquent charges due the City before disconnection at the main. The customer may also be required to pay the reconnect fee for nonpayment in addition to delinquent charges even if service is not physically disconnected. A copy of the notice given to the customer shall be filed with the City's records on the customer's account.

This section enables you to grant permission to the City of Sweeny to access your fenced area for the purposes of reading, testing, installing, maintaining, and removing meters and using utility cutoff valves.

I authorize the City of Sweeny to access my fenced area.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For City Use Only			
Deposit Amount:		Dep Slip # & Date:	
Service Address:		Account #:	



# CITY OF SWEENY

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321

## Confidentiality Request:

Information in your City of Sweeny Utilities Department customer account record is generally considered public information under Texas Government Code, Chapter 552 (Public Information Act). However, the Texas Utilities Code, Chapter 182 (Rights of Utilities Customers), provides that a government-operated utility may not disclose personal information, or any information relating to the volume or units of utility usage, or the amounts billed to or collected from a customer for utility usage, if the customer requests that the government-operated utility keep the information confidential. \*

This section enables you to request confidentiality of certain information under the Texas Utilities Code, Chapter 182. If you wish to request confidentiality of your information, please initial in the box(es) below.

I request that personal information (address, telephone number, and social security number) in my account record maintained by the City of Sweeny Utilities Department be kept confidential under Texas Utilities Code, Chapter 182.

I request that information relating to the volume or units of utility usage, or the amounts billed to or collected from me for utility usage in my account record maintained by the City of Sweeny Utilities Department be kept confidential under Texas Utilities Code, Chapter 182.

Please list all individuals in which confidentiality has been waived.


You may rescind your request for confidentiality by providing the City of Sweeny Utilities Department with written permission to disclose your personal information. A government-operated utility or an officer or employee of a government-operated utility is immune from civil liability for a violation of Texas Utilities Code, Subchapter B.

\*A government-operated utility may disclose information related to the customer's volume or units of utility usage or amounts billed to or collected from the customer for utility usage if the primary source of water for such utility is a sole-source designated aquifer. A request for confidentiality under Chapter 182 does not prohibit a government-operated utility from disclosing personal information in a customer's account record to: (1) an official or employee of the state, a political subdivision of the state, or the United States acting in an official capacity; (2) an employee of a utility acting in a connection with the employee's duties; (3) a consumer reporting agency; (4) a contractor or subcontractor approved by and providing services to the utility, the state, a political subdivision of the state, or the United States; (5) a person for whom the customer has contractually waived confidentiality for personal information; or (6) another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation.

**I certify that the above information is accurate, and I agree to comply with the City of Sweeny rules and regulations stated in the City of Sweeny Code of Ordinance.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For City Use Only			
Deposit Amount:		Dep Slip # & Date:	
Service Address:		Account #:	





# AGENDA MEMO

## Business of the City Council City of Sweeny, Texas

<b>Meeting Date</b>	12/17/2024	<b>Agenda Items</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	Administration
<b>Reviewed by City Attorney</b>	Yes	<b>Department</b>	Contracts
<b>Subject</b>	Discussion and possible action to debris related contractual agreements.		
<b>Council Strategic Goals</b>	Government Sustainability		
<b>Attachments / Supporting documents</b>	Minutes 08/15/2023		
<b>Financial Information</b>	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

### Executive Summary

The City’s Debris related contractors for disaster recovery are noted below.

- Debris Removal – Awarded 08/2023  
 DRC Emergency Services LLC  
 Term 1 Year; Expired 08/2024 with 2 – 1 year extensions possible  
 Contract Expired, Renewal extension requested; not signed. Contacted DRC to see if still eligible for renewal if the City wishes to extend with previously selected contractor. Have not heard back as of time for Council packet posting.
- Disaster Recovery Grant Management & Admin Services – Awarded 08/2023  
 Rostan Solutions LLC  
 Contract never signed.  
 Term 1 Year; with 4 – 1 year extensions possible  
 This is a different contract, per Rostan, from the debris monitoring services contract.
- Debris Monitoring Services Contractor – Awarded 08/2023  
 Rostan Solutions LLC  
 Term 1 Year; Per Councils Decision on 08/15/2023; no extensions stated.  
 \*\*Contractual agreement signed 07/07/24; ending 07/07/2025

\*\*Contractual agreement signed 07/07/2024 for a one year period. Agreement may be terminated by either party at will and without cause, at any time upon seven (7) days prior written notice to the other Party and shall remain in force until so terminated, however any outstanding Task Orders will not be affected by any such termination. No current task orders outstanding.  
 Rostan has the option within the current agreement to extend for two additional one-year periods, in which, would apply for both services.

# CITY COUNCIL MEETING REGULAR SESSION

Item 4.

Tuesday, August 15, 2023 at 5:00 PM

City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas

## MINUTES

BE IT KNOWN that the City Council of the City of Sweeny will meet in **Regular Session** on **Tuesday, August 15, 2023 at 5:00 PM.** at City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas with the following agenda.

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### CALL TO ORDER/ROLL CALL

Mayor Hopkins called the meeting to order at 5 P.M. and called roll. Reese Cook, Brian Brooks, and Tim Pettigrew were in attendance. Mark Morgan Jr. and John Rambo were absent.

### PLEDGES & INVOCATION

### EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION 551 at 5:09 P.M.

*The City Council will now convene into executive session pursuant to the provision of Chapter 551 Texas Government Code, in accordance with the authority contained therein:*

1. Deliberation Regarding Economic Development Negotiations, Pursuant to Section 551.087 (1) & (2) of the Texas Government Code

**Mayor Hopkins Closed Executive Session at 5:54 P.M., re-opening into Regular Session at 5:55 PM.**

### OPEN SESSION

The City Council will now adjourn Executive Session, reconvene into Open Session pursuant to the Provisions of Chapter 551 Texas Government Code and take action, if any, on item(s) discussed during Closed Executive Session. *No action taken.*

### BUDGET WORKSHOP

2. Discussion and Possible Action on the Fiscal Year 2023-2024 Budget Presentation and Discussion on the Tax Rate Adoption for FY24  
*Reese Cook made the motion to push Item #2 and #3 of budget workshop to the end of the agenda, after item # 22. Tim Pettigrew seconded. All were in favor. Motion Carried.*
3. Discussion/ Possible Action to Determine a Date for the Public Hearing and Adoption of the FY 23/24 Tax Rate  
*See above item.*

### CITIZENS WISHING TO ADDRESS CITY COUNCIL

No visitor comments.

### CONSENT AGENDA

4. Proclamation: September 11, 2023- Patriot Day  
Mayor Hopkins read the proclamation aloud and signed.
5. Minutes: Special Session, August 01, 2023  
*Reese Cook moved to approve as presented. Tim Pettigrew seconded. All in favor. Motion carried.*

**REGULAR AGENDA**

6. Discussion/ Possible Action on Agenda Request for Usage of the Chick Anderson/Gazebo Park; Dr. Leal  
Dr. Leal approached Council requesting to host the 16<sup>th</sup> annual Halloween in the Park. He is requesting to use the Chick Anderson Park and requesting help from the Fire Department and Police Department. He is requesting to block off streets as needed. He asked for the park to be sprayed for bugs and to use the city's porta-cans. The event will be held on October the 28<sup>th</sup> from 7—9pm. City Manager, Lindsay Koskiniemi, stated the city would help and contribute two porta-cans.  
*Reese Cook moved to approve as presented. Tim Pettigrew seconded. All in favor. Motion carried.*
7. Discussion/ Possible Action on a Variance Request Received; 610 Walnut  
City Secretary, Kaydi Smith, gave information of requested variance to the five (5) feet setback requirement to add a screened enclosure around an existing inground swimming pool. The enclosure would be within the resident's existing privacy fence.  
*Reese Cook moved to approve the variance as requested. Tim Pettigrew seconded. All in favor. Motion carried.*
8. Discussion/ Possible Action on Update to Inframark  
City Manager stated Inframark has been sent a fifteen (15) day notice to stop services. August 30<sup>th</sup> will be the last day with exception of the well issues that occurred over weekend.  
*Discussion Only, No Action*
9. Discussion/ Possible Action on Water System Solution Presentation and Comprehensive Utilities Master Plan Estimate by City Engineer  
William Huebner, City Engineer, presented Council with possible options to solve current issues on the water system. First option would be to repair and upgrade the water softener system. City Manager showed a large calcium deposit removed from an ice machine at the Bulldog Café due to hardness. Michael Claybourne Sr. of Water of Texas was in attendance to talk to Council about the softener options. Second option presented by Huebner was to install an iron and manganese filter system. Third option presented was to install an iron and manganese filter and reverse osmosis filter system. William feels that a further study is needed depending on Councils direction. City Manager pointed out that the Brine system is not included in any of these proposals. It would still need to be addressed in addition to any of the above.  
Reese Cook asked to have Mr. Claybourne of Water of Texas work with Lindsay to bring back a proposal by the next meeting on Tuesday, September 5<sup>th</sup>, 2023.  
*Discussion Only, No Action*
10. Discussion/ Possible Action on a Budget Amendment to the FY 2022/2023 Budget; Auto Flushers  
City Manager stated she is requesting a Budget amendment to be transferred in the amount of \$50,676.60 from the Enterprise Fund balance to the FY22/23 budget, account # 50-11-6710, to purchase the fifteen (15) dead end auto flushers.  
*Reese Cook moved to approve as presented. Tim Pettigrew seconded. All in favor. Motion carried.*
11. Discussion/ Possible Action to Award and Select a Debris Removal and Emergency Services Contractor

City Manager stated that the next three (3) agenda items are in preparation of Hurricane Season and/or any disaster related events. RFP's have been advertised in preparation of establishing contractual agreements for debris removal, grant administration services, and monitoring services. To receive FEMA assistance or reimbursement, in the event of a declared disaster, these agreements must be in place prior too, and in accordance with procurement requirements. City staff reviewed and scored the proposals received. The City recommends DRC Emergency Services, LLC. as the Debris Removal and Emergency Services Contractor.

*Tim Pettigrew made the motion to award DRC Emergency Services, LLC. as the Debris Removal contractor. No second was made.*

*Discussion: Reese Cook asked if the intent is to use DRC even if we do not meet the FEMA thresholds for reimbursement. City Manager stated we certainly could look at other options, but this would be for declared emergencies. Cook stated declared doesn't mean it will meet threshold. Cook reference the prior Hurricane Nicholas. We declared, but knew we were not going to meet the threshold. City Manager stated we are not bound to use them, but they are bound if we call for response. Reese Cook moved to approve as presented (as the second). All in favor. Motion carried.*

12. Discussion/ Possible Action to Award and Select a Debris Monitoring Services Contractor and Establishing a Contract Term  
After reviewing all proposals, the City is recommending Rostan Solutions as the Debris Monitoring Services Contractor. The term length of contract would need to be specified by Council.  
*Reese Cook moved to approve Rostan Solutions as the debris monitoring services contractor for a contract length of one year. Seconded by Tim Pettigrew. All in favor. Motion carried.*
13. Discussion/ Possible Action to Award and Select a Disaster Recovery Grant Management and Administration Services Contractor  
After reviewing proposals, the City is recommending Rostan Solutions, LLC as the Disaster Recovery Grant Management and Administration Services Contractor.  
*Reese Cook moved to approve as presented. Tim Pettigrew seconded. All in favor. Motion carried.*
14. Discussion/ Possible Action to Approve a Resolution Designating an Official Newspaper  
*Tim Pettigrew made the motion to approve the resolution designating the Facts as the official newspaper. Reese Cook seconded. All in favor. Motion carried.*
15. Discussion/ Possible Action to Adopt a Resolution Adopting Guidelines and Criteria for Granting Tax Abatements  
City Manager stated the resolution and guidelines for granting tax abatements must be adopted bi-annually. This must be in place for the City to enter into any tax abatement agreements for potential economic development. The presented is currently in force, however, will need to be re-adopted due to the two-year expiration approaching.  
*Tim Pettigrew made the motion to adopt the resolution adopting the guidelines and criteria for granting tax abatements for the City of Sweeny. Seconded by Reese Cook. All in favor. Motion carried.*
16. Discussion/Possible Action on Amending the Mobile Food Establishments Ordinance; Chapter 112  
Kaydi Smith has produced suggestions of possible modifications to the Mobile Food Establishments Ordinance. Due to recent changes regulating temperature related foods, those vendors such as sno-cone vendors and push carts, must be removed from the Peddlers Ordinance. If Council still wants to regulate those vendors, they will have to be added to the

Mobile Food Establishments Ordinance. Any modifications suggested would be completed and re-presented to Council for approval.

*Tim Pettigrew made the motion to establish pushcart and roadside vendors within the Mobile Food Establishments Ordinance with an annual permit fee of \$50.00. Reese Cook seconded. All in favor. Motion carried.*

17. Discussion/ Possible Action to Amend the Peddlers and Solicitors Ordinance; Chapter 110  
*Tim Pettigrew made the motion to remove sno-cone and pushcart roadside vendors from the Peddlers and Solicitors Ordinance. Reese Cook seconded. All in favor. Motion carried.*
18. Discussion/ Possible Action to Establish a Charter Review Committee  
City Manager stated this was tabled from the last agenda. The preference was for all Council members to be in attendance.  
*Reese Cook moved to table. Tim Pettigrew seconded. All in favor. Motion carried.*
19. Discussion/ Possible Action to Contractual Lease Agreement Updates; 111 W 3rd Street, City Owned Property  
City Manager is requesting Council input on lease agreements for the address of 111 W 3<sup>rd</sup> Street, as lease terms are expiring at the end of September. EDC is planning to acquire an 18x40 building to place at the Industrial Park for office space. This building would be large enough to house the Sweeny Chamber. Brazoria County Tax Office would like to continue renting the office space at 111 W 3<sup>rd</sup> at the current rate. Council discussion ensued on the contractual terms and conditions.  
*Brian Brooks made the motion to terminate the contracts (3 entities) with a thirty (30) day notice. Tim Pettigrew seconded. Brian Brooks and Tim Pettigrew were in favor. Reese Cook opposed. Motion carried.*
20. Discussion/ Possible Action on Variance Requested for Proposed Replat of 111 W 3rd Street  
Roger Barton, Fire Chief, stated all property of proposed replat is city property, including the fire department. He feels it would be really good to have the EDC/Chamber building demolished and use as parking for the Fire Department. He would like to add two (2) bays to the current Fire Department building. City Manager stated there are eight (8) lots total and she is requesting to replat with the intention to sell the building of 111 W 3<sup>rd</sup> Street and place the money earned into capital projects. The replat would separate the lots as, four (4) lots for the fire department and four (4) lots for the building at 111 W 3<sup>rd</sup>. If Council wished to replat to separate the Fire Department from 111 W 3<sup>rd</sup>, there would be a variance required. Variance requested would be to the depth of the 111 W 3<sup>rd</sup> Street lot, as it falls short of the requirement. Per the Commercial C1 zoning requirements, the depth of the property is to be one hundred (100) feet.  
*Brian Brooks motioned to table the item. Tim Pettigrew seconded. All in favor. Motion carried.*
21. Discussion/ Possible Action on the Crime Control and Prevention District's Proposed FY23/24 Budget and Proposed FY24/25 Two Year Budget Plan  
Chief Caudle presented the CCPD budget to Council for FY 23/24 and FY24/25.  
*Reese Cook motioned to accept as proposed. Tim Pettigrew seconded. All in favor. Motion carried.*
22. Discussion/ Possible Action to Appoint a Member to the Crime Control and Prevention District (CCPD)  
Chief Caudle stated they received one application, John Hessong. The CCPD board has approved of the applicant at their last meeting.  
*Tim Pettigrew moved to approve. Reese Cook seconded. All in favor. Motion carried.*

*Prior to starting Budget Workshop items #2 and #3, Reese Cook moved to adjourn.*

*Brian Brooks made the motion to table items #2 and #3 of budget workshop. Tim Pettigrew seconded. Discussion of holding budget workshop on August 22<sup>nd</sup> was held, but no decision made. All in favor. Motion carried.*

#### **ITEMS OF COMMUNITY INTEREST**

Brian Brooks stated to pray for rain.

Lindsay Koskiniemi stated that this month's BCCA meeting is at The Springs in Angleton tomorrow evening. The Industrial Park Ground Breaking Ceremony will be August 24<sup>th</sup> at 10 A.M. for the road expansion. Notice of potential quorum will be posted.

Tim Pettigrew stated the Methodist Church has a new preacher, Josh Bynam, and encouraged others to attend this Sunday.

#### **ADJOURN REGULAR SESSION- Mayor Hopkins adjourned the meeting at 8:28 P.M.**

City Officials/Staff Present:

City Manager, Lindsay Koskiniemi

Police Chief, Brad Caudle

Finance Director / Personnel Services, Karla Wilson

City Secretary/ Developmental Services, Kaydi Smith

Public Works Director/Assistant City Manager, Clarence Wittwer

Fire Chief, Roger Barton

City Engineer, William Huebner

Passed and approved this \_\_\_ day of \_\_\_\_\_, 2023.

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Kaydi Smith, City Secretary