



**MINUTES
REGULAR MEETING
HITCHCOCK CITY COUNCIL
HITCHCOCK CITY HALL COUNCIL CHAMBER
7423 HIGHWAY 6, HITCHCOCK, TEXAS
Monday, December 19, 2022, 6:00 P.M.**

1. Meeting was called to order by Mayor Chris Armacost at 6:00pm.

Members Present:

Mayor Chris Armacost	Ruth Ann Sorrell, City Secretary
Councilmember Mary Combs Demby	Kyle Dickson, City Attorney
Councilmember Shawn Kadlecek	Wilmon Smith, Chief of Police
Councilmember Wayne Newton	Arnie Cross, Comm. Dev. Director
Councilmember Andre Perkins	Leroy Thomas, Public Works Director
Marie Gelles, City Manager	Brian Rusk, Police Lieutenant

2. Invocation by Mary Combs Demby.

3. Pledge of Allegiance

4. Citizen Comments:

Don Johnson with the Harris-Galveston Subsidence District shared some educational information regarding the Subsidence District.

Proclamation

5. Mayor Chris Armacost presented a Proclamation recognizing January 2023 as School Board Recognition Month in the City of Hitchcock.

6. Consent Agenda Items (A-C):

All consent items listed are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Council Member so requests, and if such a request is made, the item will be removed from the Consent Agenda and considered in a normal sequence on the agenda.

(A) Approval of minutes for Special City Council Meeting dated November 14, 2022.

(B) Approval of Investment Report for the month ending November 30, 2022.

(C) Approval of Accounts Payable Report for the month ending November 30, 2022.

Wayne Newton made a motion to approve consent agenda items A-C. Andre Perkins seconded the motion. Motion passed 5-0.

Items for Individual Consideration:

7. Performance Services Inc. project progress report. (David Craig, Performance Services, Inc.)

David Craig reported the completion of the aeration basin cleanout and advised that phase 2 is set to begin in June. He expects overall completion by June 2024.

8. Discussion and appropriate action awarding a contract for the renovation of the City Hall building located at 8102 Highway 6, Hitchcock, TX, and authorizing the City Manager to execute contract documents. (Marie Gelles, City Manager and Scott Clanton, MG Architects)

Scott Clanton recommended Construction Masters of Houston, Inc. be awarded the contract for the renovation of the new City Hall building for \$1,882,700. This was based on lowest bid and reference checks.

Shawn Kadlecsek made a motion to approve action awarding a contract for the renovation of the City Hall building located at 8102 Highway 6, Hitchcock, TX, to Construction Masters of Houston, Inc. and authorizing the City Manager to execute contract documents. Andre Perkins seconded the motion. Motion passed 5-0.

9. Discussion and appropriate action accepting a proposal from HDR Engineering, Inc. for the development of a Water and Wastewater Capital Improvements Plan and Impact Fee development; and authorizing the City Manager to execute contract document. (Marie Gelles, City Manager and Grady Reed, HDR Engineering, Inc.)

Grady Reed explained this study will be to monitor the impact of primarily two new developments in the city, one located on FM 2004 and a large RV park. This will also help to develop a Capital Improvement Plan for Water and Wastewater needs.

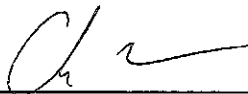
Wayne Newton made a motion to accept a proposal from HDR Engineering, Inc. for the development of a Water and Wastewater Capital Improvements Plan and Impact Fee development; and authorizing the City Manager to execute contract document.

Shawn Kadlecsek seconded the motion. Motion passed 5-0.

10. Discussion and appropriate action regarding an Ordinance by the City Council of the City of Hitchcock, Texas amending the Code of Ordinances Title IX entitled "General Regulations" by adding Chapter 53 entitled "Backflow Prevention"; providing for severability; and that this Ordinance shall become effective from and after its passage and adoption and publication in the official newspaper of the City. (Leroy Thomas, Public Works Director)

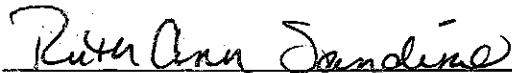
Andre Perkins made a motion to approve an Ordinance by the City Council of the City of Hitchcock, Texas amending the Code of Ordinances Title IX entitled "General Regulations" by adding Chapter 53 entitled "Backflow Prevention"; providing for severability; and that this Ordinance shall become effective from and after its passage and adoption and publication in the official newspaper of the City. Mary Combs Demby seconded the motion. Motion passed 5-0.

- 11. Briefing on the Police Department recruitment and selection process. (Wilmon Smith, Chief of Police)**
Lt. Brian Rusk gave a briefing on the recruitment and selection process of the Hitchcock Police Department. He stated they are going to be adding a written test for new recruits and promotion as well as a physical agility assessment on new recruits.
- 12. Discussion and appropriate action regarding Hazardous Material Incident Procedures. (Wilmon Smith, Chief of Police)**
Chief Wilmon Smith explained that Hazardous Material Incidents are covered in the Hitchcock Police Department Emergency Response Plan and that the Police Department will rely on the expertise of the Hitchcock Volunteer Fire Department on hazardous materials.
- 13. Discussion and appropriate action regarding rescheduling the January 16, 2023 Regular City Council Meeting to January 23, 2023 due to the Martin Luther King, Jr. Holiday. (Ruth Ann Sandino, City Secretary)**
Wayne Newton made a motion to reschedule the January 16, 2023 Regular City Council Meeting to January 23, 2023 due to the Martin Luther King, Jr. Holiday. Mary Combs Demby seconded the motion. Motion passed 5-0.
14. Meeting adjourned into Executive Session at 6:28pm.
15. Reconvene into Open Session at 6:50pm.
16. No action taken.
17. Mayor Chris Armacost adjourned the meeting at 6:50pm.



Chris Armacost, Mayor

Attest:



Ruth Ann Sandino, City Secretary