



**MINUTES
REGULAR CALLED MEETING
HITCHCOCK CITY COMMISSION
HITCHCOCK CITY HALL
7423 HIGHWAY 6, HITCHCOCK, TEXAS
JULY 20, 2020, 6:00 P.M.**

1. Call to Order

Meeting called to order by Mayor Randy Stricklind at 6:00 pm.

Members Present:

Mayor Randy Stricklind

Commissioner Mary Combs Demby

Commissioner Chris Armacost

Commissioner Wayne Newton

Commissioner Mark Cook

Kyle Dickson, Attorney

Marie Gelles, City Administrator

Nikki Andrus, City Secretary

Others Present: Joe Wood Community Development, Fred Welch HEDC

2. Invocation

Invocation by Commissioner Mary Combs Demby.

3. Pledge of Allegiance

4. Citizen Comments:

There were no comments.

5. Public Hearings:

- A. Public Hearing regarding the submission of an application to the Texas Department of Agriculture for a Texas Development Block Grant Program (TxCDBG) grant for the Downtown Revitalization Program.

Cindy Metro with Langford Community Management Services gave a summary of the grant and answered questions from the Commission. The hearing was closed at 6:05 pm.

- B. Public Hearing on a change of Zoning Request by Reginald Dwayne Jenkins, from Single Family Residential (SFR) to General Commercial (GC) for the property at 6510 FM 2004.

Joe Wood gave a summary of the requested zoning change and Mrs. Jenkins was present by phone to answer questions. The hearing was closed at 6:06 pm.

6. **Consent Agenda Items (A-E):**

All consent items listed are considered routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items, unless a Commission 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) Minutes for Regular Commission Meeting dated June 18, 2020.
- (B) Minutes for Special Commission Meeting dated June 29, 2020.
- (C) Investment Report for the month ending June 30, 2020.
- (D) Accounts Payable Report for the month ending June 30, 2020.
- (E) Approval of the City of Hitchcock Citizens Participation Plan for the Texas General Land Office (GLO) Community Development Block Grant Mitigation (CDBG-MIT) program.

Commissioner Wayne Newton made the motion to accept the Consent Agenda Items. Commissioner Mary Combs Demby seconded the motion. Motion passed 5-0.

Items for Individual Consideration:

- 7. **Briefing and discussion on Hitchcock Volunteer Fire Department financial and operation activity reports. (Chad Chapman, HVFD Fire Chief)**
Jack Robinson, Assistant Fire Chief discussed the financial and operation reports for the Volunteer Fire Department and answered questions from the audience and Commission.
- 8. **Briefing and discussion on Genevieve Miller Hitchcock Public Library financial and activity report. (Joyce Kleimann, Library Director)**
Joyce Kleimann discussed the financial and activity report for the Public Library and answered questions from the audience and Commission.
- 9. **Discussion and appropriate action regarding a Zoning request submitted by Reginald Dwayne Jenkins, from Single Family Residential (SFR) to General Commercial (GC) for the property at 6510 FM 2004. Galveston County CAD Account Number 155299 (Case ZC-2020-01) (Joe Wood, Community Development Specialist)**
Following the hearing, Joe Wood with Mrs. Jenkins on the phone, gave a brief summary of the discussion and recommended approval of the zoning request.

Commissioner Mark Cook made the motion to approve the request for a zoning change from Single Family Residential to General Commercial. Commissioner Wayne Newton seconded the motion. Motion passed 5-0.
- 10. **Discussion and appropriate action approving a Hiring Resolution for engineering and application services related to the Community Development Block Grant Mitigation (CDBG-MIT) project. (Marie Gelles, City Administrator)**
Marie Gelles gave a summary of the grant and explained that this is the second part of the application process. Ms. Gelles answered questions from the Commission.

Commissioner Chris Armacost made the motion to approve the Hiring Resolution for engineering and application services for the Community Development Block Grant Mitigation Project. Commissioner Mary Combs Demby seconded the motion. Motion passed 5-0.

11. **Discussion and appropriate action approving a Resolution awarding a professional services agreement for engineering and application services related to the Downtown Revitalization Grant Project. (Fred Welch, Interim Executive Director)**
Fred Welch gave a summary of the RFQ's submitted and answered questions from the Commission. He recommended choosing Kaluza Engineering Inc.

Commissioner Mary Combs Demby made a motion to approve the Resolution awarding the contract to Kaluza Engineering Inc. Commissioner Chris Armacost seconded the motion. Motion passed 5-0.

12. **Discussion and appropriate action adopting the Hitchcock Economic Development Corporation (HEDC) Investment Policy. (Fred Welch, Interim Executive Director)**
Fred Welsh gave a summary of the Investment Policy and answered questions from the Commission.

Commissioner Wayne Newton made a motion to approve the Hitchcock Economic Development Corporation (HEDC) Investment Policy. Commissioner Mark Cook seconded the motion. Motion passed 5-0.

13. **Discussion and appropriate action on adopting the Hitchcock Economic Development Corporation (HEDC) Amended Budget for Fiscal Year (FY) 2020. (Fred Welch, Interim Executive Director.)**
Fred Welch discussed the proposed amendments to the budget and answered questions from the Commission.

Commissioner Wayne Newton made a motion to approve the Hitchcock Economic Development Corporation (HEDC) Amended Budget for Fiscal Year 2020. Commissioner Chris Armacost seconded the motion. Motion passed 5-0.

14. **Discussion and appropriate action on the purchase of Public Works equipment. (Leroy Thomas, Public Works Superintendent)**
Leroy Thomas discussed the proposed equipment to be purchased and costs for each item and answered questions from the Commission.

Commissioner Wayne Newton made a motion to approve the purchase of equipment for Public Works. Commissioner Mary Combs Demby seconded the motion. Motion passed 5-0.

15. **Discussion and appropriate action approving an Ordinance to amend Title XV, Chapter 156, Sections 156.69 and 156.70 to add a minimum habitable square footage for single family homes. (Kyle Dickson, City Attorney)**
Kyle Dickson discussed the proposed Ordinance and answered questions from the audience and Commission.

Mayor Randy Stricklind made a motion to approve the Ordinance to amend Title XV, Chapter 156, Sections 156.69 and 156.70 to add minimum habitable square footage for a single family home to 1,000 sq. ft. Commissioner Wayne Newton seconded the motion. Commissioner Mark Cook opposed. Motion passed 4-1.

16. Discussion and appropriate action for nominations to the Board of Trustees of the Texas Municipal League (TML) Intergovernmental Risk Pool. (Marie Gelles, City Administrator)

Marie Gelles discussed the Texas Municipal League nomination for the Board of Trustees. Commission Chris Armacost would like to be nominated.

Commissioner Wayne Newton made a motion to approve Commissioner Chris Armacost nomination to Board of Trustees for Texas Municipal League. Commissioner Mary Combs Demby seconded the motion. Motion passed 5-0.

17. Discussion and appropriate action appointing or reappointing board member(s) to the Hitchcock Industrial Development Corporation for the unexpired term(s) ending December 31, 2024. (Mayor Randy Stricklind)

Mayor Stricklind asked for discussion in Executive Session.

Executive Session:

18. Meeting adjourned to Executive Session at 6:55 p.m.

19. Reconvene into Open Session.
Open Session reconvened at 7:07 p.m.

20. Consider possible action or give direction on items legally discussed in Executive Session.

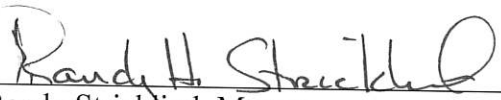
Commissioner Wayne Newton made a motion to approve the addition of Kimberly Jenkins and Ted Robinson Jr. to the Hitchcock Industrial Development Corporation. Commissioner Mary Combs Demby seconded the motion. Motion passed 5-0.

21. Mayor and Commissioner Requests/Comments.
No comments.

22. Announcements:
No announcements.

23. Adjourn.
Commissioner Wayne Newton made the motion to adjourn. Commissioner Mary Combs Demby seconded the motion. Motion passed 5-0.

Meeting adjourned at 7:10 pm.


Randy Strickland, Mayor


Nikki Andrus, City Secretary