



CITY OF JAMAICA BEACH

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CITY COUNCIL WORKSHOP & SPECIAL CALLED MEETING MINUTES

DECEMBER 3, 2018
6:00 P.M.

CALL TO ORDER

Mayor Steve Spicer called the meeting to order.

PLEDGES OF ALLEGIANCE TO THE U.S. AND TEXAS FLAGS

Alderman Russell Rupertus led the Pledges of Allegiance to the U.S. and Texas Flags.

ROLL CALL OF ALDERMEN

The following Councilmember's were present:

*Mayor Steve Spicer
MPT Sherwood Green
Alderman David Welch
Alderman Russell Rupertus
Alderman Rosemary Lindley
Alderman Marci Kurtz*

The following staff was present:

*City Administrator Hutchison
City Secretary Rushing
Police Chief Heiman*

PUBLIC COMMENTS (LIMITED TO THREE (3) MINUTES PER PERSON)

Jay Aubin, 16712 Jolly Roger, spoke against abolishing the Park Board; suggests broadcasting Council Meetings; he noted the City of Galveston was doubling their parking rates and wonders what it will do to Jamaica Beach.

ITEMS FOR DISCUSSION:

1. DISCUSS ABOLISHING THE CITY OF JAMAICA BEACH PARK BOARD COMMITTEE.

Alderman Lindley spoke as liaison to the Park Board; she noted the Park Board Committee was reorganized in the Fall of 2017 and one of their first responsibilities were to revise the Park Board Committee By-Laws; in 2018 three of the five committee members resigned making it impossible to conduct business without a quorum; she mentioned the qualifications stated in the by-laws a volunteer must achieve before they can become a member, the few volunteers that met the requirements declined the membership citing the formality of being on a Board is bothersome; she said there are residents that want to continue to volunteer and donate to the City Park, but want to do so at their leisure, without the commitment. Mayor Spicer opened the item for public comment: Terry Rizzo, 16502 Jamaica Inn, comments that she doesn't ever remember the Park Board having to post their meetings or conduct business like a Board.

Mayor Spicer replied the formalities became a requirement when the Park Board was reorganized. City Secretary Rushing noted all funds previously donated to the Park Board would remain in the Reserve Park Fund and would continue to be restricted for City Park expenses only.

2. DISCUSS AWARDING A PRIMARY AND SECONDARY CONTRACT FOR DEBRIS MONITORING SERVICES.

Mayor Spicer noted an RFP Committee was created to review the bids received for the Debris Monitoring Services and Debris Removal Services; he mentioned he was a committee member along with the City Administrator Sean Hutchison, MPT Sherwood Green and Alderman Marci Kurtz. Mayor Spicer said the evaluation committee ranked the proposals using the criteria and process published in the RFP documents; the ratings from each evaluator was tabulated and the top two companies were then chosen as the committee's recommendation for primary and secondary contracts. City Administrator Hutchison noted the bid process met the national procurement requirements for reimbursement.

3. DISCUSS AWARDING A PRIMARY AND SECONDARY CONTRACT FOR DEBRIS REMOVAL SERVICES.

Mayor Spicer noted the same process was conducted for the Debris Removal Services bids.

4. DISCUSS AWARDING A CONTRACT FOR BANK DEPOSITORY SERVICES.

Mayor Spicer noted the city received bids for Bank Depository Services from Moody National Bank & Texas First Bank. Alderman Rupertus spoke in favor of Moody National Bank, because of the long-term relationship between the city and the bank. Alderman Lindley noted the significant difference between the two banks interest rates.

5. DISCUSS AWARDING A CONTRACT FOR CULVERT CLEANING SERVICES.

City Administrator Hutchison noted the city received 4 bids from the following companies: All Point Inspections, Aranda Industries, Little & Sons, and Specialized Maintenance Services; he mentioned All Point Inspections as being the lowest bidder by a substantial amount compared to the other bids.

6. DISCUSS AUTHORIZING THE EMPLOYEE INCENTIVE CHECKS, FUNDING FROM THE BUDGET SALARIES ACCOUNTS.

Mayor Spicer noted this item was an annual request that was budgeted.

7. DISCUSS APPROVING A CONTRACT WITH GALVESTON COUNTY ELECTION DIVISION FOR COUNTYWIDE ELECTION SERVICES NAMING THE CITY SECRETARY AS THE CONTRACTING OFFICER.

City Secretary Rushing explained the election services contract; she noted the fees for providing the election services are divided among the county-wide entities conducting elections; if an election is cancelled, because the candidate(s) are unopposed, the contract can be cancelled and the city isn't responsible for the cost share fees; she also mentioned the expense to purchase the election equipment to conduct the election ourselves would be very costly.

ITEMS FOR CONSIDERATION:

1. CONSIDER FOR ACTION ABOLISHING THE CITY OF JAMAICA BEACH PARK BOARD COMMITTEE.

Alderman Lindley motioned to abolish the City of Jamaica Beach Park Board Committee. Second by Alderman Kurtz. Motion unanimously approved.

2. CONSIDER FOR ACTION AWARDING A PRIMARY AND SECONDARY CONTRACT FOR DEBRIS MONITORING SERVICES.

Alderman Rupertus motioned to award the primary Debris Monitoring Services contract to TLC Engineering Inc. and the secondary contract to True North Emergency Management for an initial period of three-years, with two renewable options not to exceed one-year each. Second by MPT Green. Motion unanimously approved.

3. **CONSIDER FOR ACTION AWARDING A PRIMARY AND SECONDARY CONTRACT FOR DEBRIS REMOVAL SERVICES.**
Alderman Lindley motioned to award the primary Debris Removal Services contract to DRC Emergency Services and the secondary contract to TFR Enterprises, Inc. for an initial period of three-years, with two renewable options not to exceed one-year each. Second by Alderman Welch. Motion unanimously approved.
4. **CONSIDER FOR ACTION AWARDING A CONTRACT FOR BANK DEPOSITORY SERVICES.**
Alderman Lindley motioned to award the Bank Depository Services contract to Texas First Bank for one-year. Second by Alderman Welch. Motion unanimously approved.
5. **CONSIDER FOR ACTION AWARDING A CONTRACT FOR CULVERT CLEANING SERVICES.**
Alderman Rupertus motioned to award the Culvert Cleaning Services contract to All Points Inspections Services, Inc. in the amount of \$7,188. Second by Alderman Kurtz. Motion unanimously approved.
6. **CONSIDER FOR ACTION AUTHORIZING THE EMPLOYEE INCENTIVE CHECKS, FUNDING FROM THE BUDGET SALARIES ACCOUNTS.**
MPT Green motioned to approve the employee incentive checks, funding from the Budget Salaries Accounts. Second by Alderman Rupertus. Motion unanimously approved.
7. **CONSIDER FOR ACTION APPROVING A CONTRACT WITH GALVESTON COUNTY ELECTION DIVISION FOR COUNTYWIDE ELECTION SERVICES NAMING THE CITY SECRETARY AS THE CONTRACTING OFFICER.**
Alderman Kurtz motioned to approve the contract with the Galveston County Election Division for Countywide Election Services naming the City Secretary as the Contracting Officer. Second by Alderman Welch. Motion unanimously approved.

CITY ADMINISTRATOR'S REPORT

City Administrator Hutchison reported an update on the Dune Project

MAYOR'S REPORT

Mayor Spicer wished everyone Happy Holidays.

ALDERMEN REPORTS

Alderman Kurtz reported she is researching "greener" option for the culverts; she invited the public to attend the Coastal Barrier Meeting in Jamaica Beach on Tuesday, December 11, 2018.

Alderman Lindley thanked the citizens that showed up on December 1st to help decorate the City Park; judging for the Best Christmas Decorations will be done on December 14th; Jamaica Beach Annual Christmas Party at the Park is on Saturday, December 15, 2018.

MPT Green, Alderman Rupertus and Alderman Welch – No Reports

POLICE REPORT

Police Chief Heiman reported an update on the JBPD fleet; his application for the JBPD & Court software was approved for grant funding; he thanked Council, the City Administrator and the City Secretary for all they do for the City of Jamaica Beach.

ADJOURN

Mayor Spicer said if there was no further business to come before Council he would call for a motion to adjourn. Alderman Rupertus motioned the meeting be adjourned. Second by MPT Green. Motion unanimously approved. Meeting was adjourned at 6:35 p.m.