

**HUMBLE CITY COUNCIL**

**MINUTES**

**REGULAR MEETING**

**MAY 11, 2017 – 6:30 P.M.**

**HELD AT CITY HALL, 114 WEST HIGGINS, HUMBLE, TEXAS**

STATE OF TEXAS §  
  §  
COUNTY OF HARRIS §

**MEMBERS PRESENT:** Mayor Merle Aaron, Presiding  
Mayor Pro Tem Norman Funderburk  
Council Member Ray Calfee  
Council Member Andy Curry  
Council Member Allan Steagall  
Council Member David Pierce  
City Manager Darrell Boeske  
City Secretary Jason Stuebe

**STAFF PRESENT:** Assistant City Manager Aimee Phillips  
Public Works Director Barry Brock  
Fire Chief Gary Outlaw  
Assistant Police Chief Ken Theis  
H.R. Manager Kathy Babineaux  
Civic Center Manager Jennifer Wooden  
Sgt. Kris Battenfield  
Firefighter John Gosselin  
Kathy Davidson  
Marty Outlaw

**VISITORS PRESENT:** Linda Aaron  
Juanita Steagall  
Naomi Curry  
Dianne Pierce  
Kitty Calfee  
Bruce Davidson  
Ross Adkins  
Arliss Bentley  
Jason DeVries  
Landon Reed  
Kelsie Springer  
Janet Spellman  
Bart Stanley  
Patricia Adkins  
Charles Cunningham  
Ron Servis  
Bill Young  
Laura Lynch  
Jana Hogle  
Asst. Chief John Zitsmann  
Captain Toby Hecker  
Diego Hernandez  
Todd and Paige Calfee  
Merle Jr. and Melissa Aaron  
Lindsay Stuebe

Mayor Aaron called the regular meeting of the Humble City Council to order with a quorum present at 6:30 P.M.

**1. INVOCATION AND PLEDGE OF ALLEGIANCE.**

Mayor Pro Tem Funderburk offered the invocation and Boy Scout Troop 674 led the Pledge of Allegiance.

**2. CONSENT AGENDA.**

- A. MINUTES – REGULAR MEETING MINUTES APRIL 13, 2017**
- B. MONTHLY FINANCIAL STATEMENT**
- C. CURRENT INVOICES**
- D. MONTHLY DEPARTMENT REPORTS**
- E. CORRESPONDENCE**

Upon a motion by Mayor Pro Tem Funderburk, the City Council voted six (6) for and none (0) opposed to approve the Consent Agenda.

**3. ADOPTION OF ORDINANCE 17-801 CANVASSING RETURNS AND DECLARING RESULTS OF THE GENERAL ELECTION HELD ON MAY 6, 2017 FOR THE PURPOSE OF ELECTING THE MAYOR AND CITY COUNCIL MEMBERS FOR PLACES 1 AND 2.**

City Manager Boeske asked for approval.

City Secretary Stuebe announced the results of the May 6, 2017 General Election noting that there were 7,313 registered voters and 328 ballots cast; of which two were absentee ballots, 223 early voters and 103 election day voters. For Mayor, Merle Aaron received 272 votes. For City Council Member Place 1, Andy Curry received 202 votes; Ross Adkins received 108 votes. For City Council Member Place 2, Ray Calfee received 251 votes. Mr. Stuebe thanked Harris County Clerk Stan Stanart, his staff, the election officials and workers as well as Humble ISD for their assistance in conducting the election.

Upon a motion by Council Member Steagall, the City Council voted six (6) for and none (0) opposed to adopt Ordinance 17-801 canvassing the returns and declaring results of the 2017 General Election.

**4. ADMINISTRATION OF THE OATHS OF OFFICE TO THE MAYOR AND CITY COUNCIL MEMBERS PLACES 1 AND 2.**

City Secretary Stuebe administered the Oaths of Office and presented the Certificates of Election to Mayor Merle Aaron and Council Members Andy Curry and Ray Calfee.

Following the Oath of Office, Mayor Aaron recognized several of the representatives from other governmental entities present.

**5. ADOPTION OF ORDINANCE 17-802 AMENDING CHAPTER 16 “ENVIRONMENT”, BY CREATING ARTICLE IX “UNATTENDED DONATION DUMPSTERS”; ESTABLISHING A PERMIT; ESTABLISHING**

**REGULATIONS AND OTHER PROVISIONS RELATED THERETO; MAKING CERTAIN FINDINGS; PROVIDING FOR A PENALTY; AND PROVIDING FOR SEVERABILITY.**

City Manager Boeske asked for approval.

Upon a motion by Council Member Curry, the City Council voted six (6) for and none (0) opposed to adopt Ordinance 17-802 amending Chapter 16 and creating Article IX of the Code of Ordinances.

- 6. ADOPTION OF RESOLUTION 17-789 AUTHORIZING THE TRANSFER OF A SURPLUS FIRE APPARATUS TO THE LONE STAR COLLEGE KINGWOOD CAMPUS FIRE SCIENCE PROGRAM, FINDING THE CONVEYANCE SERVES A PUBLIC PURPOSE, AND AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A CONTRACT AND ANY AND ALL DOCUMENTS NECESSARY TO TRANSFER TITLE AND CONVEY THE VEHICLE TO THE COLLEGE.**

Mayor Aaron recognized Program Director Jason DeVries to say a few words. Mr. DeVries thanked the Council for their consideration and noted that the Fire Science Program was starting a high school program for juniors and seniors that would enable them to sit for the state fire exam but also achieve 30 hours of college credit. Already 17 students are enrolled for the fall program and the hope is for keep the firefighters in-training within the area.

Chief Outlaw stated it was a great program giving young people direction and was glad to work with Lonestar College.

Upon a motion by Council Member Steagall, the City Council voted six (6) for and none (0) opposed to adopt Resolution 17-789 to transfer a surplus fire apparatus to Lonestar College Kingwood Campus' Fire Science Program.

- 7. ADOPTION OF RESOLUTION 17-790 ADOPTING A PERMIT FEE APPLICABLE TO THE APPLICATION AND PERMITTING OF UNATTENDED DONATION DUMPSTERS.**

City Manager Boeske asked for approval noting this was to allow for a fee to be attached to the permit that was adopted as part of Ordinance 17-802 earlier in the evening.

Upon a motion by Council Member Curry, the City Council voted six (6) for and none (0) opposed to adopt Resolution 17-790 establishing a fee for the application and permit for Unattended Donation Dumpsters.

- 8. APPROVAL OF PRELIMINARY PLAT OF TRAY TEC, BEING A SUBDIVISION OF 2.5468 ACRES OF LAND LOCATED IN THE JOHN W. WILSON SURVEY, ABSTRACT 940, CITY OF HUMBLE, HARRIS COUNTY, TEXAS; 1 BLOCK, 1 RESERVE.**

City Manager Boeske asked for approval noting that the plat met all of the city's specifications.

Upon a motion by Council Member Steagall, the City Council voted six (6) for and none (0) opposed to approve the Preliminary Plat of Tray Tec.

- 9. APPROVAL OF A CONTRACT BETWEEN THE CITY OF HUMBLE, TEXAS AND RPS KLOTZ ASSOCIATES TO PROVIDE ENGINEERING SERVICES FOR THE CITY OF HUMBLE NORTSHIRE LIFTSTATION**

**UPGRADE, NEW FORCE MAIN, NEW GRAVITY SEWER AND OTHER ASSOICATED IMPROVEMENTS IN THE AMOUNT OF \$983,630.00**

City Manager Boeske asked for approval noting that the City had already entered into a contract with Klotz to perform the engineering on a new wastewater treatment plant and obtain the necessary permitting which would cost approximately \$330,000, of which the city had spent around \$100,000. However, it was determined that constructing a force main in lieu of the treatment plant would be a more expedient and cost effective option.

Mr. Bart Stanley from RPS Klotz stated that he appreciated the opportunity to work with the City on the project and that he believed this would be a better solution and will solve not only some existing problems but will help with future developments.

Upon a motion by Council Member Funderburk, the City Council voted six (6) for and none (0) opposed to approve a contract with RPS Klotz Associates in the amount of \$983,600.00.

**10. APPROVAL OF A CONTRACT BETWEEN THE CITY OF HUMBLE, TEXAS AND ARKK ENGINEERS, LLC FOR THE ENGINEERING SERVICES FOR CONCRETE AND ASPHALT PAVEMENT IMPROVEMENTS PROJECT, INCREASING THE AMOUNT OF THE CONTRACT BY \$21,413.00.**

City Manager Boeske asked for approval of the contract noting that this was in relation to the work added around Avenue E. to 7<sup>th</sup> Street.

Upon a motion by Council Member Steagall, the City Council voted six (6) for and none (0) opposed to approve a contract with ARKK Engineers, LLC in the amount of \$21,413.00.

**11. APPROVAL OF A CONTRACT BETWEEN THE CITY OF HUMBLE, TEXAS AND RPS KLOTZ ASSOCIATES TO PROVIDE ENGINEERING SERVICES FOR THE CITY OF HUMBLE NORTSHIRE LIFTSTATION UPGRADE, NEW FORCE MAIN, NEW GRAVITY SEWER AND OTHER ASSOICATED IMPROVEMENTS IN THE AMOUNT OF \$983,630.00**

City Manager Boeske asked for approval noting that the City had already entered into a contract with Klotz to perform the engineering on a new wastewater treatment plant and obtain the necessary permitting which would cost approximately \$330,000, of which the city had spent around \$100,000. However, it was determined that constructing a force main in lieu of the treatment plant would be a more expedient and cost effective option.

Mr. Bart Stanley from RPS Klotz stated that he appreciated the opportunity to work with the City on the project and that he believed this would be a better solution and will solve not only some existing problems but will help with future developments.

Upon a motion by Council Member Funderburk, the City Council voted six (6) for and none (0) opposed to approve a contract with RPS Klotz Associates in the amount of \$983,600.00.

**12. PRESENTATION AND ACCEPTANCE OF THE FISCAL YEAR 2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT.**

Mayor Aaron invited Laura Lynch from the City's auditing firm of Whitley Penn to present the repor.

Ms. Lynch state that there were no difficulties encountered with management in performing and completing the audit. Furthermore there were no disagreements with management over application of accounting principles or judgments about accounting estimates. The audit is “unmodified” with a clean opinion – the highest level of assurance that can be given on financial statements.

Total assets for the City showed \$106 million for governmental activities and \$40 million for business-type activities; while net position showed \$89 million in government activities and \$38 million in business-type activities.

In regards to long-term liabilities, Ms. Lynch noted that there were \$17 million in governmental activities and \$1 million in business-type activities. Of the long-term liabilities, Certificates of Obligation totaled \$5.3 million; and the largest liability being 8 million in net pension liability.

Overall, the total ending balance in all funds was \$36.6 million.

The top-3 sources of revenue for the City were sales and use tax, ad valorem tax, and intergovernmental funds

In regards to expenditures, the top-3 expenses were public safety, general government and public works.

Ms. Lynch also noted that sales tax revenue was steadily trending up following the economic downturn of the early 2010’s.

Council Member Pierce asked what the difference was between governmental activities and business-type activities. Ms. Lynch stated that governmental activities would be items like the municipal court, etc. and business-type activities were the utilities.

Council Member Funderburk asked if there were any trends that Ms. Lynch would comment on – good or bad. Ms. Lynch stated that everything seemed to be going in the direction that the city would want. Revenues were going up steadily. Though the Civic Center has been something needing work but is being taken care of.

Mr. Funderburk followed up by asking about the Pension Liability. Ms. Lynch stated that while it looks like a big number, it is in line with the state and other cities.

Mayor Aaron stated that over the past few years, the city has enjoyed a good clean statement. Ms. Lynch stated that if the city did not meet the standards of a clean statement, the city would likely be made well aware before not getting that rating. Ms. Lynch also stated that it is very unusual to find a city with such a low amount in bonded debt as that is not the norm.

Mayor Aaron thanked Ms. Lynch and the staff with Whitley Penn as well as CFO Phillips for their efforts. Ms. Phillips thanked Whitley Penn as being a delight to work with.

No action was taken.

Following the regular business, Mayor Aaron allowed the elected Council Members to introduce their friends and family present.

There being no further business, Mayor Aaron adjourned the regular meeting of the City Council at 7:00 P.M. on Thursday, May 11, 2017.

---

Merle Aaron  
Mayor

ATTEST:

---

Jason Stuebe  
City Secretary