

**January 21, 2021**

**City Council  
Special Meeting**

**6:00 p.m.**



Sean Skipworth, Mayor  
H Scott Apley  
Scott Shrader  
Walter Wilson

**AGENDA**  
City of Dickinson  
**CITY COUNCIL**  
**SPECIAL MEETING**

Wally Deats  
Louis Decker  
William H. King III, Mayor Pro Tem  
Joe Dickson, Interim City Manager

**January 21, 2021**

**NOTICE** is hereby given of a **SPECIAL MEETING** of the City Council for the City of Dickinson, County of Galveston, State of Texas, to be held on **Thursday, January 21, 2021**, at **6:00 p.m.** at: 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items.

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Dickinson, Texas will **conduct the meeting by telephone and online video conference** in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19).

**The public may use any of the following toll-free dial-in numbers to participate telephonically in the meetings: 877-853-5257, 888-475-4499, 833-548-0276, or 833-548-0282 Meeting ID: 951 3394 2738, Passcode 77539.**

**The public may use the following Uniform Resource Locator (URL) to participate by video conference in the meetings:**

**<https://zoom.us/j/95133942738?pwd=bzR3LzdqMzZIUnJMMIBMajFQek9XZz09>**

The City Council of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

**ITEM 2.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:**

The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

A. Approval of the Minutes of the Regular Council Meeting of January 12, 2021.

**ITEM 3.) WORKSHOP TO DISCUSS CITY POLICIES AND PROCEDURES**

**ITEM 4.) ADJOURN**

## CERTIFICATION

This is to certify that a copy of the Notice of the Regular City Council meeting for **January 21, 2021**, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this the 15<sup>th</sup> day of January, 2021, prior to 6:00 p.m.

Kerilyn Basche  
Kerilyn Basche, Interim City Secretary



In compliance with the Americans with Disabilities Act, the City of Dickinson will provide reasonable accommodations for disabled persons attending City Council Meetings. Requests should be received at least 24 hours prior to the scheduled meeting, by contacting the City Secretary's office at 281-337-6217, or by FAX at 281-337-6190.

# **ITEM 1**

**Call to Order**

**CITY OF DICKINSON, TEXAS  
CITY COUNCIL MEETING  
ATTENDANCE LIST**

**MEETING DATE: January 21, 2021  
Special Meeting**

<b><u>MAYOR/COUNCIL</u></b>	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
MAYOR SEAN SKIPWORTH	_____	_____
POS. 1: COUNCILMEMBER H SCOTT APLEY	_____	_____
POS. 2: COUNCILMEMBER SCOTT SHRADER	_____	_____
POS. 3: COUNCILMEMBER WALTER WILSON	_____	_____
POS. 4: COUNCILMEMBER WALLY DEATS	_____	_____
POS. 5: COUNCILMEMBER LOUIS DECKER	_____	_____
POS. 6: COUNCILMEMBER WILLIAM KING	_____	_____
<b><u>ALSO IN ATTENDANCE:</u></b>		
City Attorney David W. Olson	_____	_____
Interim City Manager Joe Dickson	_____	_____
Finance Director Penny Hunter	_____	_____
Director of Community Services Kola Olayiwola	_____	_____
Police Chief Ron Morales	_____	_____
EMS Director Derek Hunt	_____	_____
Fire Marshal Burt Heddles	_____	_____
Court Administrator Irma Rivera	_____	_____
Library Director Julianne Lane	_____	_____
Bayou Animal Services Manager Sarah Haywood	_____	_____
Interim City Secretary Kerilyn Bascle	_____	_____

# ITEM 2

Sean Skipworth, Mayor  
H Scott Apley  
Scott Shrader  
Walter Wilson

**MINUTES**  
City of Dickinson  
**CITY COUNCIL**  
**REGULAR MEETING**

Wally Deats  
Louis Decker  
William H. King III, Mayor Pro Tem  
Joe Dickson, Interim City Manager

**January 12, 2021**

The Dickinson City Council met in a duly called and announced on **Tuesday, January 12, 2021, at 7:00 p.m.** In accordance with the order of the Office of the Governor issued March 16, 2020, the City Council of the City of Dickinson, Texas, conducted the meeting by telephone and video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The meeting was held for the purpose of considering the following items:

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

Mayor Masters called the meeting to order at 7:03 p.m. Interim City Secretary Kerilyn Bascle called roll and certified a quorum. Councilmembers present were as follows: Mayor Julie Masters, Councilmembers H Scott Apley, Scott Shrader, Walter Wilson, Wally Deats, Louis Decker, and William H. King. Also present were Interim City Manager Joe Dickson and City Attorney David Olson.

**ITEM 2.) INVOCATION** – Pastor Johnnie Simpson gave the invocation.

**ITEM 3.) PLEDGE OF ALLEGIANCE** – Pastor and Councilmember William H. King, III, led the Pledge of Allegiance to both the US Flag and the Texas Flag.

**ITEM 4.) PROCLAMATIONS**

None

**ITEM 5.) ANNOUNCEMENTS AND PRESENTATIONS**

A. Council Comments

- Mayor Masters said that she was proud, and that the entire nation noticed that this election was handled gracefully. The City made the national news, not only for the casting of lots, but also because of the respectful actions of the candidates and voters. When she started this, she was in her 40s and her mother was in her 70s, now they are in 60s and 90s; the main reason she did not run for re-election was because she felt it was important to reprioritize family and city. Mayor Masters thanked her family, current and former City employee family, local and state representatives, Councilmembers past and present, and the Citizens of Dickinson.
- Councilmember King began his comments by saying it was an honor and a privilege to have been able to work with Mayor Masters; the City is blessed to have a Mayor of her caliber, character and conduct, and he wished blessings upon her.

- Councilmember Decker reminded everyone to be safe going home and to continue to wear a mask.
- Councilmember Deats complimented the Mayor for representing the City so well, volunteering over 40 hours per week out of love for the City; Mayor Masters has gotten us through two storms and has big shoes to fill. Councilmember Deats welcomed newly elected Councilmember Scott Shrader to the dais.
- Councilmember Wilson reminded everyone of many memories shared with the Mayor, and stated that although people can fight and disagree, the important thing is that they can put it aside and still be friends.
- Councilmember Shrader thanked everyone for participating in the election.
- Councilmember Apley stated that the City should be proud of the way that both candidates handled the election. Councilmember Apley thanked Esther Montalvo and Chief Ron Morales for the Blue Santa Program and the way that it was handled during an already difficult time for many families due to COVID. Councilmember Apley stated that although he had only been in two Council meetings with the Mayor, he was always treated with kindness, and he looks forward to the future.

B. Swearing in of Newly Elected Official:  
Mayor – Sean Skipworth

Outgoing Mayor Julie Masters read the Oath of Office to Newly Elected Mayor Sean Skipworth.

Mayor Sean Skipworth presented Julie Masters with a gift on behalf of the City of a tree to be planted in her honor at the location of her choosing.

Mayor Sean Skipworth recessed the regular meeting at 7:23 p.m. for photo opportunities.

Mayor Sean Skipworth reconvened the regular meeting at 7:33 p.m.

## **ITEM 6.) REPORTS**

A. Public Works Project Status Report

The Public Works Project Status report compiled by consultants from Huitt-Zollars and IDS Engineering was included in the Council packet. Councilmember Deats asked if there were other reports available that cover the day-to-day activities of the Public Works staff. Interim City Manager called Superintendent Lonnie Foley to the podium; Mr. Foley stated that no formal reports were produced at this time, but that the department has been busy trying to rebuild staff, patching potholes,



replacing and repairing street signs, and continuing mowing. Interim City Manager Joe Dickson stated that he would like to begin having each department turn in a monthly report to him. Councilmember King welcoming Mr. Foley and complimented him on all the work being done and the visibility of the streets crews throughout the City. Councilmember King inquired as to the streetlights around I-45/FM 517. Councilmember Apley asked Travis Sellers with IDS Engineering what the work status notations meant on the report, to which Mr. Sellers replied that this is a two-week snapshot and will be ever changing. Councilmember King thanked Mr. Sellers for keeping us informed and on track. Councilmember Decker asked about the property on Oleander, and Mr. Sellers did not have information on this property; therefore, Councilmember Decker encouraged Mr. Sellers to get in touch with Charles Suderman to obtain contact information for the Bishop.

- B. Update on Activities of the Houston-Galveston Area Council (Council Member King).

Councilmember King included the HGAC Agenda Packet in the City Council Packet and was available for any questions. Councilmember King was selected to serve from Vice Chair to President Elect.

- ITEM 7.) PUBLIC COMMENTS:** At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, The City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

Charles Suderman, 2705 Jamestown Drive, Dickinson, TX 77539 – Mr. Suderman spoke about the lack of proper street lighting along Deats Road, and around the annexed area on Deats Road. In response to his concerns, Police Chief Ron Morales stated that this has been an ongoing effort and that there are 40 streetlights out; TNMP contributes these outages to being shorthanded due to COVID; Chief Morales will review the map of the City limits and compare with the outages and try to get it taken care of.

- ITEM 8.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:** The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

- A. Approval of the Minutes of the Special Council Workshop of December 8, 2020.
- B. Approval of the Minutes of the Regular Council Meeting of December 8, 2020.

C. Approval of the Minutes of the Special Council Meeting of December 29, 2020.

Councilmember Wilson motioned to approve Items 8A-C, and Councilmember King seconded the motion; however, Councilmember Deats stated that he was informed by the Interim City Secretary that Item 8A will include the attachments from the workshop on December 8. Council deliberated about whether or not to table Item 8A, as the minutes are to also include a copy of the report from City consultants. Councilmember Wilson amended his motion, to pull item A, and approve B and C. Councilmember Apley stated that this was not necessary, and that Council could still approve the item in a separate vote. Rather than table, Councilmember Deats made a motion to approve Item 8B and Item 8C as is, and Item A with the addition of the presentation from the consultants, and Councilmember Apley seconded the motion. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

**ITEM 9.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Ordinance Number 970-2021 – **AN ORDINANCE LEVYING A SPECIAL ASSESSMENT ON CERTAIN PROPERTY IN PUBLIC IMPROVEMENT DISTRICT NO. TWO (BAYOU LAKES); PROVIDING FOR THE INCORPORATION OF A PREAMBLE, A SEVERABILITY CALUSE, AND AN EFFECTIVE DATE.** (Second of Three Readings)

Councilmember Wilson made a motion to approve the ordinance in two readings, and Councilmember Decker seconded the motion. There being no discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

**ITEM 10.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Ordinance Number 971-2021 – **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, AMENDING THE CODE OF ORDINANCES BY RENUMBERING SECTION 3.05(e) OF THE CITY'S CHARTER TO NOW READ AS SECTION 3.05(d); PROVIDING A REPEALER CLAUSE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.** (First of Three Readings)

Councilmember Deats mad a motion to approve the first reading of the ordinance, and Councilmember Decker seconded the motion. Councilmember Apley asked if we should expect more changes like this.

Interim City Manager Joe Dickson stated that this was the only change that has been identified following the charter amendment election. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

- ITEM 11.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Resolution Number 1889-2021 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, ACCEPTING THE OFFERS OF DEDICATION OF STREET RIGHT-OF-WAYS EASEMENTS AND IMPROVEMENTS AS SHOWN ON THE AMENDING PLAT OF BAYOU MAISON SUBDIVISION SECTION THREE AS RECORDED UNDER DOCUMENT NUMBER 2019009024, IN THE OFFICE OF THE COUNTY CLERK OF GALVESTON COUNTY, TEXAS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; PROVIDING A REPEALER CLAUSE, SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.**

Councilmember Wilson made a motion to approve this resolution, and Councilmember King seconded the motion. Councilmember Deats noted that he was glad the Interim City Manager began using the Agenda Item Data Sheets again. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

- ITEM 12.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Resolution 1888-2021 – **A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION TO ENTER INTO A BUSINESS OWNER PERFORMANCE AGREEMENT WITH GATOR'S BAR & GRILL, L.L.C., AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION BY THE CITY MANAGER; AND PROVIDING AN EFFECTIVE DATE.**

Councilmember Wilson made a motion to approve the resolution, and Councilmember Deats seconded the motion. Scott Jones introduced Marjorie Morgan, who is the owner of the business being proposed. This restaurant should be open by the beginning of March. Councilmember Deats pointed out that Morgan was misspelled and should be corrected on the documents in the packet. This project has to go through one public hearing at the next DEDC meeting, but the project was approved

unanimously on December 14, 2020. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

- ITEM 13.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Resolution Number 1887-2021 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH HUITT-ZOLLARS, INC. FOR CONSTRUCTION MANAGEMENT SERVICES ON THE PIN OAK PAVING AND DRAINAGE PROJECT IN DICKINSON, TEXAS; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE AN AGREEMENT FOR SUCH SERVICES; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.**

Councilmember Deats made a motion to approve the resolution, and Councilmember King seconded the motion. Interim City Manager noted that the funding from this project can come from the professional engineering services budget. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

- ITEM 14.) DISCUSSION AND DIRECTION REGARDING:** Replace signers on the City's Fourteen (14) Capital One accounts

Interim City Manager Joe Dickson began by giving the background of this item. Originally signers on the accounts were the City Secretary, Mayor and Finance Director. Since the City is currently without a Finance Director and permanent City Secretary, it is proposed that the Mayor and Mayor Pro-Tem become the signers for the City's Capital One accounts. Councilmember Wilson made a motion to change the signers on the accounts to the Mayor and Mayor Pro-Tem, and Councilmember Deats seconded the motion. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

**ITEM 15.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Authorization to develop a Request for Qualifications (RFQ) and advertise for recruitment services for a permanent City Manager.

Councilmember Wilson made a motion to authorize staff to develop and advertise an RFP, and Councilmember King seconded the motion. The due date for this proposal should be the 15<sup>th</sup> of February. Councilmember Deats asked if there was a list that this RFP will be sent to and requested that it not be the same firm that was used the last time. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

**ITEM 16.) CONSIDERATION AND POSSIBLE ACTION REGARDING:** Separation of Public Works from the Community Services Department

Joe Dickson gave some background on this decision. In mid-2020, the Public Works Department and Community Development Department were combined. Councilmember Wilson made a motion to approve the separation of the Public Works from the Community Services Department and change the name of the department back to Community Development, and Councilmember Decker seconded the motion. Councilmember Decker stated that he was glad this was being reversed. Councilmember Shrader asked if this change would affect the budget; Joe Dickson said that he would like to increase the salary of the superintendent. There being no further discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Wilson, Deats, Decker, King)

1 NAYS (Shrader)

**MOTION PASSED**

**ITEM 17.) EXECUTIVE SESSION:** The City Council will now hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon's Texas Codes annotated, in accordance with the authority contained in:

- A. Section 551.071 – Consultation with Attorney regarding pending litigation and matters in which the duty of the City Attorney requires to be discussed in closed meeting.
- B. Section 551.074 – Personnel Matter – Discussion and Deliberation regarding the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of the Finance Director and City Secretary.

Mayor Skipworth recessed the regular meeting at 8:17 p.m.

**ITEM 18.) RECONVENE**

Mayor Skipworth reconvened the regular meeting at 9:23 p.m.

**ITEM 19.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters Discussed in Executive Session.

None.

**ITEM 20.) FUTURE MEETINGS**

A. Request for future agenda items

B. Scheduling future meetings

Councilmember Deats requested a workshop in the future as well as new Council Member photos. Council Member Apley requested that we look at the Boards and Commissions, getting new members, etc. Councilmember Deats again stated that a workshop was a good idea so that we could discuss policies, procedures, changes under a City Manager form of government, reporting and communication, and set priorities. Council Member King said that we need a workshop due to new council members, Mayor, and possibly have a citizens' panel made up of citizens and teenagers to give input and listen to concerns and understand what impacts the citizens; would like to see a good relationship between Council and the EDC. Mayor Skipworth said that he also has a list of items to discuss in such a workshop. The comprehensive plan will be useful for working on this. Joe Dickson stated that he has a call in with Halff to discuss the comprehensive plan. Council Member Shrader suggested advertising the Boards and Commissions openings and work out a new application process, if needed. Council Member Deats requested that Joe Dickson possibly press for a shorter timeline for the completion of the comprehensive plan. Council discussed and agreed that they will try to have a workshop next week to discuss the list of items mentioned.

**ITEM 21.) ADJOURN**

Council Member Wilson made a motion to adjourn at 9:38 p.m., and Council Member Deats seconded the motion. There being no discussion, Mayor Skipworth called for a vote.

**VOTE:**

7 AYES (Skipworth, Apley, Shrader, Wilson, Deats, Decker, King)

0 NAYS

**MOTION PASSED**

**PASSED, APPROVED AND ADOPTED** this the 21<sup>st</sup> day of January, 2021.

\_\_\_\_\_  
Sean Skipworth, Mayor

**ATTEST:**

\_\_\_\_\_  
Kerilyn Bascle, Interim City Secretary

# ITEM 3



# ITEM 4