

**NOTICE OF REGULAR CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS**



MONDAY, JANUARY 21, 2019

6:00 P.M.

Notice is hereby given of a meeting of the Tomball City Council, to be held on Monday, January 21, 2019 at 6:00 P.M., City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tomball City Council reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1.0 Call to Order

2.0 Invocation

- Led by Chaplain Gary Crowe, Tomball Police Dept. Chaplain

3.0 Pledges to U.S. and Texas Flags

4.0 Public Comments and Receipt of Petitions *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.]*

5.0 Presentations:

- Vincent Mendez, Lead Mechanic, Public Works Department – ***2018 Employee of the Year***

6.0 Reports and Announcements

- February 9, 2019 – **2nd Saturday at the Depot**
- February 15, 2019– Last day to apply for Place on Ballot for the May 4, 2019 City General Election
- February 19, 2019 – ***Trailride Reception*** – 12 Noon at the Depot
- March 9, 2019 – 2nd Saturday at the Depot
- March 16, 2019 – ***Tomball Honky Tonk Chili Challenge Festival*** at the Depot – 11:00 a.m.-6:00 p.m.
- Reports by City staff and members of council about items of community interest on which no action will be taken:

7.0 Approve the Minutes of the January 7, 2019 Regular Tomball City Council Meeting

8.0 New Business:

- 8.1 Approve Request by Concordia Lutheran High School for City Support of Their First Annual 5K Fun Run at the Depot, "*Cruisin' Crusaders 5K*", to be Held on March 23, 2019, through In-Kind Services Provided by the City of Tomball

9.0 Adjournment

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall; City of Tomball, Texas, a place readily accessible to the general public at all times, on the 17th day of January 2019 by 5:00 p.m., and remained posted for at least 72 continuous hours proceeding the scheduled time of said meeting.

Doris Speer

Doris Speer
City Secretary, TRMC

This facility is wheelchair accessible and accessible parking spaces are available Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please feel free to contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information.

AGENDAS MAY ALSO BE VIEWED ONLINE AT www.ci.tomball.tx.us.

Regular City Council
Agenda Item
Data Sheet

Meeting Date: January 21, 2019

Topic:

- Led by Chaplain Gary Crowe, Tomball Police Dept. Chaplain

Background:

Origination:

Recommendation:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

Regular City Council
Agenda Item
Data Sheet

Meeting Date: January 21, 2019

Topic:

- Vincent Mendez, Lead Mechanic, Public Works Department – *2018 Employee of the Year*

Background:

Origination:

Recommendation:

Party(ies) responsible for placing this item on agenda:

ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

Regular City Council
Agenda Item
Data Sheet

Meeting Date: January 21, 2019

Topic:

- February 9, 2019 – **2nd Saturday at the Depot**
- February 15, 2019– Last day to apply for Place on Ballot for the May 4, 2019 City General Election
- February 19, 2019 – **Trailride Reception** – 12 Noon at the Depot
- March 9, 2019 – 2nd Saturday at the Depot
- March 16, 2019 – **Tomball Honky Tonk Chili Challenge Festival** at the Depot – 11:00 a.m.-6:00 p.m.
- Reports by City staff and members of council about items of community interest on which no action will be taken:

Background:

Origination:

Various

Recommendation:

N/A

Party(ies) responsible for placing this item on agenda:

City Secretary

ACTION TAKEN

Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other
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ATTACHMENTS:

Tomball Honky Tonk Chili Challenge Festival



HONKY TONK CHILI CHALLENGE

TOMBALL, TEXAS

Saturday, March 16, 2019

Downtown 1907 Depot Museum

11 am to 6 pm

Free admission & parking

PERFORMING...

- JEFF WOOLSEY & THE DANCEHALL KINGS
- PALOMINO MOON
- THE COUNTRY ALL-STARS

A CASI sanctioned chili cook-off with teams from across Texas. CASI and local divisions.

Kids Zone, Vendors, Food and more!

For information, or to register a cook team, contact

mbaxter@tomballtx.gov

Visit Tomball Texan for Fun on Facebook

H-E-B

Keep
Tomball
Fun!

Regular City Council
Agenda Item
Data Sheet

Meeting Date: January 21, 2019

Topic:
Approve the Minutes of the January 7, 2019 Regular Tomball City Council Meeting

Background:

Origination:
City Secretary

Recommendation:
Approve Minutes

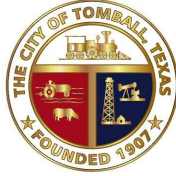
Party(ies) responsible for placing this item on agenda:
City Secretary

ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

ATTACHMENTS:

Draft Minutes of the January 7, 2019 Regular Tomball City Council Meeting

**MINUTES OF REGULAR CITY COUNCIL MEETING
CITY OF TOMBALL, TEXAS**



**MONDAY, JANUARY 7, 2019
6:00 P.M.**

1.0 Meeting was called to order by Mayor Fagan. Other members present:

Councilman Ford
Councilman Stoll
Councilman Degges
Councilman Townsend

Members absent:

Councilman Klein Quinn - Excused

Others present:

City Manager – Robert Hauck
Assistant City Manager – David Esquivel
City Secretary – Doris Speer
City Attorney – Loren B. Smith
Director of Public Works – Beth Jones
Fire Chief – Randy Parr
Marketing Director – Mike Baxter
Finance Director – Glenn Windsor
Director of Community Development – Craig Meyers
Assistant City Secretary – Tracy Garcia
Fire Marshal – Joe Sykora
Community Center Manager – Rosalie Dillon
Police Officer - Investigations – James Harral

2.0 The invocation was led by Rick Brown, former Councilmember.

3.0 Pledges to U. S. and Texas Flags were led by Randy Parr.

4.0 The following public comment was read into the record:

Aaron Stokaylo 414 N. Howard, 77375	-	Expressed his dissatisfaction with the City's requirement to use plastic bags for residential trash.
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5.0 Reports and Announcements:

- January 12, 2019 – **2nd Saturday at the Depot**
- January 16, 2019– First day to apply for Place on Ballot for the May 4, 2019 City General Election
- February 9, 2019 – **2nd Saturday at the Depot**
- February 15, 2019– Last day to apply for Place on Ballot for the May 4, 2019 City General Election
- February 19, 2019 – **Trailride Reception** – 12 Noon at the Depot
- Reports by City staff and members of Council about items of community interest on which no action will be taken:

6.0 Motion was made by Councilman Townsend, second by Councilman Stoll, to approve the Minutes of the December 17, 2018 Regular Tomball City Council Meeting.

Motion carried unanimously.

7.0 Old Business:

- 7.1 Motion was made by Councilman Stoll, second by Councilman Ford, to adopt, on Second Reading, Ordinance No. 2018-42, an Ordinance of the City of Tomball, Texas, amending Chapter 50 (Zoning) of the Tomball Code of Ordinances by granting a Conditional Use Permit (CUP) to Lance Langenhoven to operate an “Office Showroom/Warehouse” at 419 East Hufsmith Road; said property being approximately 5.86 acres, and being legally described as Lot 61 Block 1 Abandoned Animal Rescue Replat, within the City of Tomball, Harris County, Texas, generally located on the north side of East Hufsmith Road at Hospital Road and zoned General Retail District; providing requirements and conditions for this CUP; containing findings and other provisions relating to the subject; providing a penalty in an amount not to exceed \$2,000 for violations hereof; and providing for severability. Vote was as follows:

Councilman Ford	<u>Aye</u>
Councilman Stoll	<u>Aye</u>
Councilman Degges	<u>Aye</u>
Councilman Townsend	<u>Aye</u>
Councilman Klein Quinn	<u>Absent</u>

Motion carried unanimously.

- 7.2 Motion was made by Councilman Townsend, second by Councilman Stoll, to adopt, on Second Reading, Ordinance No. 2018-43, an Ordinance of the City of Tomball, Texas, amending Chapter 50 (Zoning) of the Tomball Code of

Ordinances by changing the zoning district classification of approximately 0.32 acres of land, legally described Lots 1 & 2 Block 6 Main Street - Tomball, within the City of Tomball, Harris County, Texas, from the Single-Family 6 District to the Old Town & Mixed Use District; said property being generally located at the southwest corner of Barbara Street and Holderrieth Boulevard; providing for the amendment of the official zoning map of the city; providing for severability; providing for a penalty of an amount not to exceed \$2,000 for each day of violation of any provision hereof, making findings of fact; and providing for other related matters. Vote was as follows:

Councilman Ford	<u>Aye</u>
Councilman Stoll	<u>Aye</u>
Councilman Degges	<u>Aye</u>
Councilman Townsend	<u>Nay</u>
Councilman Klein Quinn	<u>Absent</u>

Motion carried, 3 votes Aye, 1 vote Nay.

8.0 New Business Consent Agenda:

- 8.1 Approve Resolution No. 2019-01, a Resolution and Order of the City Council of the City of Tomball, Texas, Ordering a Regular City Officer's Election, to be held in the City of Tomball on Saturday, May 4, 2019; Designating the Polling Places and Appointing Election Officials for Such Election; Directing the Giving of Notice of Such Election; Designating the Date for a Runoff Election if Needed; and Providing Details Relating to the Holding of Such Election

Aprobar la Resolución Nro. 2019-01, una Resolución y Orden del Consejo Municipal de la Ciudad de Tomball Texas, Ordenando una Elección Regular de Funcionarios Municipales a Celebrarse el sábado 4 de mayo de 2019; Designando los Lugares de Votación y Nombrando a los Oficiales Electorales de tal Elección; Instruyendo que se Notifique Sobre esta Elección; Designando la Fecha de una Elección de Desempate de ser Necesaria; y Proporcionando Detalles Referentes a la Celebración de Tal Elección.

Chấp thuận Nghị Quyết số 2019-01, một Nghị Quyết và Sắc Lệnh của Hội Đồng Thành Phố Tomball, Texas, Yêu Cầu một Cuộc Bầu Cử Viên Chức Thường Lệ sẽ được tổ chức tại Thành Phố Tomball vào Thứ Bảy, ngày 4 tháng Năm, 2019; Chỉ định các Địa Điểm Bỏ Phiếu và Chỉ Định các Viên Chức Bầu Cử cho Cuộc Bầu Cử đó; Hướng Dẫn việc Đưa Ra Thông Báo của Cuộc Bầu Cử đó; Chỉ Định Ngày Bầu Cử Chung Cuộc nếu cần; và Đưa Ra các Chi Tiết có Liên Quan đến việc Tổ Chức Cuộc Bầu Cử đó

批准決議案編號2019-01，為一德克薩斯州，Tomball市市議會決議及指示，特指示一市府官員普選，其將於2019年5月4日，星期六在Tomball市召開；並已為此選舉指定投票所地點以及指派選舉官員；指導發出本選舉之選舉通知；如需要，將指定決選日期；以及提供所有與召開本選舉相關的細節

- 8.2 Approve Resolution No. 2019-02, a Resolution of the City Council of the City of Tomball, Texas, Designating the Official City Newspaper for 2019 for Publication of Matters Pertaining to the City of Tomball

Motion was made by Councilman Townsend, second by Councilman Stoll, to approve New Business Consent Agenda Items 8.1 and 8.2.

El Concejal Townsend hizo la moción, y luego el Concejal Stoll, para aprobar los puntos 8.1 y 8.2 de la Agenda de Consentimiento de Nuevos Negocios.

Việc vận động được thực hiện bởi Ủy Viên Hội Đồng Townsend, hỗ trợ bởi Ủy Viên Hội Đồng Stoll, để phê duyệt các Mục 8.1 và 8.2 thuộc Chương Trình Nghị Sự Thỏa Thuận Công Việc Mới

批准新商業許可議程第8.1和8.2項的動議由Townsend議員提出，由Stoll議員附議。

Motion carried unanimously.

9.0 New Business:

- 9.1 Conduct Public Hearing of the City Council of the City of Tomball to Consider the Advisability of the Creation of a Public Improvement District to make Certain Improvements over Certain Property located within the Corporate Limits of the City of Tomball (Alexander Estates Subdivision).

Mayor Fagan opened the Public Hearing at 6:09 p.m.

Receiving no public comments, Mayor Fagan closed the Public Hearing at 6:09 p.m.

- 9.2 Motion was made by Councilman Townsend, second by Councilman Stoll, to approve Resolution No. 2019-03, a Resolution Making Findings in Connection with the Proposed Public Improvement District Number Four Related to the Advisability of the Improvements, the Nature of the Improvements, the Estimated Cost of the Improvements, the Boundaries of the Proposed District, the Method of Assessment and the Apportionment of Cost Between the District and the City as a Whole; and Making Other Findings Related to the District (TPID 4 – Alexander Estates Subdivision).

Motion carried unanimously.

- 9.3 Motion was made by Councilman Townsend, second by Councilman Stoll, to approve Resolution No. 2019-04, a Resolution Authorizing the Establishment of the Public Improvement District Number Four in the City of Tomball, Texas; Authorizing Publication of This Resolution, Providing for the Preparation of a Service and Assessment Plan; and Making Other Provisions Related to the Subject (TPID 4 – Alexander Estates Subdivision).

Motion carried unanimously.

- 9.4 Motion was made by Councilman Stoll, second by Councilman Townsend, to approve Execution of an Agreement for Professional Services with Gunda Corporation for E&P Project 2017-10033 for the Design of the Alley Improvements and Additional Parking Lot, in the Amount of \$111,394.00.

Public comment was received:

Rodney Hutson 9631 Rosie Lane, 77354	-	Presented questions regarding materials, entrances, possible TEDC assistance to building owners, and proposed parking lot.
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Motion carried unanimously.

- 10.0 Motion was made by Councilman Townsend, second by Councilman Stoll, to adjourn.

Motion carried unanimously.

Meeting adjourned.

PASSED AND APPROVED this the 21st day of January 2019.

Doris Speer, TRMC, MMC
City Secretary

Gretchen Fagan
Mayor

Regular City Council

Agenda Item

Data Sheet

Meeting Date: January 21, 2019

Topic:

Approve Request by Concordia Lutheran High School for City Support of Their First Annual 5K Fun Run at the Depot, "*Cruisin' Crusaders 5K*", to be Held on March 23, 2019, through In-Kind Services Provided by the City of Tomball

Background:

Concordia Lutheran High School would like to seek in kind services for their first annual 5K Fun Run at the Depot. They will provide their own first aid station with Memorial Herman staff, and Northwest Community Health will provide EMS services. They plan on using our preexisting race route.

This 5K Fun Run will be a fundraiser for the High School.

Support services requested include Police and Public Works presence/assistance, street closures, trash containers/dumpsters, and use of restroom facilities/portacans.

Origination:

Denise Fiore

Recommendation:

Approve

Party(ies) responsible for placing this item on agenda:

Denise Fiore

ACTION TAKEN		
Approval ☐ Yes ☐ No	Readings Passed ☐ 1 st ☐ 2 nd	Other

ATTACHMENTS:

Concordia Application
Concordia Proposal
In Kind Services



RACE APPLICATION

CITY OF TOMBALL, TEXAS / 401 Market Street / Tomball, Texas 77375 / 281-351-5484

An application to stage a race within the City of Tomball shall be filed with the Community Events Coordinator at least 90 days prior to the event. This application is not to be construed as authorizing or agreeing to any race until formally approved by Tomball City Council. Only races of 5K or less will be considered.

Date: 11/16/18

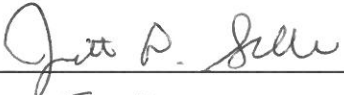
Request for permission to use public streets for the following type of event (please check one):

Bicycle Race ☐ Foot Race ☒ Race Walking ☐ Jogging Event ☐ Other (specify) _____

1. Event title: Cruisin' Crusaders 5K
2. Sponsoring entity: Concordia Lutheran High School
3. Is this organization based in Tomball: Yes ☒ No ☐
4. Is this organization non-profit ☒ or for-profit ☐ *Current proof of non-profit stature required
5. Contact: Jonathan Schleicher Phone: _____
6. Contact address: 700 E. Main, Tomball, TX 77375
7. Contact email: schleicherj@clhs-tx.org
8. Event date: March 23, 2019
9. Event times: Start 8:00 am Finish 10:00 am Set-up 6:00 am Breakdown 10:30 am
10. Is this event for charity? Yes ☐ No ☒
11. If yes, what charity? N/A Tax ID N/A
12. If yes, what percentage of the net proceeds will be donated? N/A
13. On-site contact: John Brandenburg Mobile Phone: 832-928-6121
14. Estimated number of registered participants: Run 150 Walk 50 Bicycle N/A
15. Is this event open to the public: Yes ☒ No ☐
16. How much is the registration fee: \$ \$30 pre-registered \$35 day-off NA ☐
17. Time at which participants will begin to assemble: 6:30 am
18. The applicant will defend and hold harmless the City of Tomball from all claims, demands, actions or causes of action, of whatsoever nature or character, arising out of or by reason of the conduct of the activity authorized by such application including attorney fees and expenses.
Initial JB
19. The applicant will provide proof of general liability insurance for the event naming the City of Tomball as additional insured.
Initial JB
20. Name of insurance carrier: Utica National Insurance Group
21. Organization has secured date with the Public Works Dept. and has paid deposit. _____

22. Which of the following services are requested in support of this event:

☒ Police:	Start time <u>7:30</u> to End time <u>10:30</u>
☐ Fire:	Start time _____ to End time _____
☒ Public Works:	Start time <u>6:30</u> to End Time: <u>10:30</u>
☐ Marketing:	Start time _____ to End time: _____
☐ Community Center:	Start time _____ to End time _____
☒ Street closures/barricades:	Start time <u>7:45</u> to End time <u>10:15</u>
☒ Trash containers/dumpsters:	Start time <u>6:30</u> to End time <u>10:30</u>
☒ Restroom facilities/portacans:	Start time <u>6:30</u> to End time <u>10:30</u>
☐ EMS services:	Must be contracted separately at Northwest EMS
☐ Other:	_____

Signature: 
Jonathan D. Schleicher
Director of Development

Denise Fiore - Community Events Coordinator
City of Tomball
401 Market Street
Tomball, Texas 77375
281-351-5484
Email - dfiore@tomballtx.gov

FOR OFFICIAL USE - Deposit required: Yes ___ No ___ Amount Due: \$ _____



1/17/2019

Concordia Lutheran High School is excited to announce the inaugural Cruisin' Crusaders 5K Run/Walk in downtown Tomball. The race will be on Saturday, March 23, 2019 with registration opening at 6:30 am and the race beginning at 8 am. Funds raised from the event will help Concordia's boys and girls cross country programs as well as the campus improvements of renovating the main campus outdoor athletic facilities which include a newly turfed stadium field, newly turfed baseball infield, new pressbox and bleachers for the stadium and resurfacing of the existing track.

Student-athletes from the cross country programs, student volunteers from our Interact club (part of Rotary International), and parent volunteers will be working the event in addition to Houston Methodist providing a First Aid station for runners before, during, and after the race.

To help with the efficiency of the event, we are asking the City of Tomball for some in-kind services that include: Police, Fire, Public Works, and Coordination.

Event Information:

- We are estimating 150-250 runners for this event
- 5K race will begin at 8 am
 - o Race is stroller friendly
 - o Pets are not allowed on the course or at the event
- 1 Mile Kids Fun Run will begin at 9:15 am
 - o This will be an untimed race
 - o Kids must be ages 10 and under

Runner Benefits:

- Swag bag that includes a t-shirt and other goodies
- At the depot area, a First Aid station by Methodist will be available for runners before and after the race
- Also at the depot, there will be a refueling station where runners can pick up bagels, bananas, apples, and juices following the race
- Runners are able to compete for a prize of best team theme/costumes
 - o Teams must be at least 5 runners
- Overall Top 3 Finishers for Male/Female will receive pint glasses, gift cards and medals
- Top 3 Finishers from each age group for Male/Female will receive medals
- Finishers from Kids 1 Mile Fun Run will receive smaller medals for participating

Cost of the event:

- Pre-registered runners for 5K = \$30
- Pre-registered kid runners for 1 mile fun run = \$20
- Day of registration runners for 5K = \$35
- Day of registration for kid runners for 1 mile fun run = \$25



Other Logistical Items:

- Concordia will have a table promoting the school in the vendor area near the check-in/registration table
- City of Tomball is welcome to have a table/tent to promote upcoming events
- Concordia's drumline will be lining the street near the finish line for runners as they approach
- Concordia will be providing their own sound system and microphones for the event but will need access to the Depot's electrical outlets
- The start and finish line will feature a giant balloon arch for runners
 - o Finish line will feature a large race clock as well as a TV with scrolling results
- Concordia will provide parent volunteers that can be stationed throughout the course as needed by direction from Tomball PD to help with course turns while encouraging runners

Sponsorships Available:

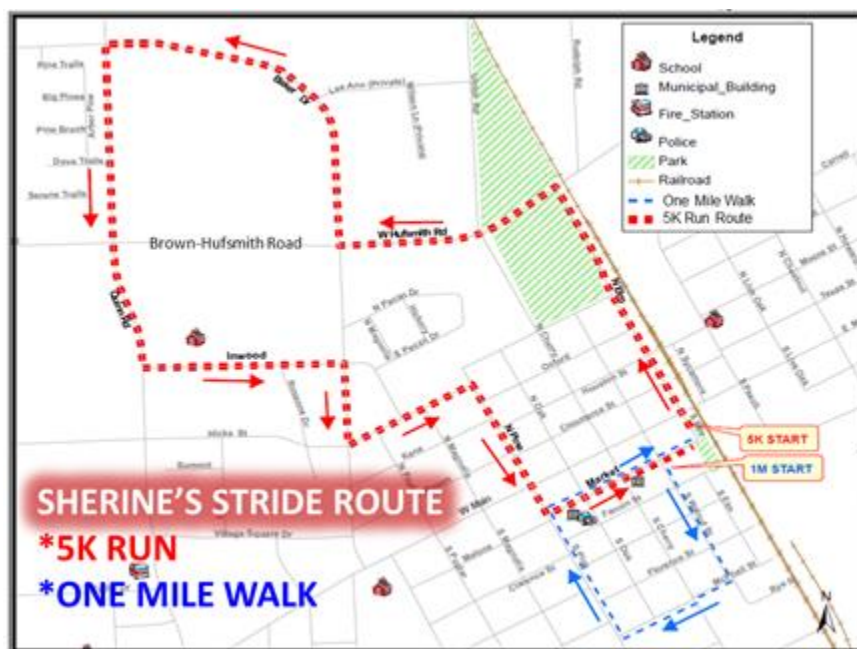
- Mile Sponsors = \$500 (x3 available)
 - o Signage on the mile marker sign on the grass along the course
 - o 10x10 vendor space at depot closest to registration table and refueling station
 - o Company logo on the t-shirt for all participants
 - o Ability to put an item in the swag bag for participants
- Community Vendor Sponsors = \$250 (unlimited)
 - o 10x10 vendor space at depot
 - o Company name listed on back of t-shirt for all participants
 - o Ability to put an item in the swag bag for participants
- T-Shirt Sponsors = \$100 (unlimited)
 - o Company name listed on back of t-shirt for all participants
 - o Ability to put an item in the swag bag for participants

The race maps we would like to follow is listed below on the next page. The red is the 5K route and the blue is the Kids 1 Mile Fun Run route.

Thank you for your consideration,

Concordia's Cruisin' Crusaders 5K Planning Team &

Jonathan D. Schleicher, CFRE
Director of Development
Concordia Lutheran High School
SchleicherJ@clhs-tx.org
281-351-2547 ext. 213



Additional information concerning 5K Fun Runs

The cost for City resources is approximately \$2524.

This is the breakdown:

Public Works \$351

Fire Depart. \$300

Police Depart. \$1873