

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on March 24, 2011, beginning at 1:00 p. m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Gloria Nix
Council member Andrew Ebel
Councilmember Danny Goss
Councilmember Keith Herring
Councilmember Charlie Pyle
Councilmember Weldon Williams, Jr.

Others present:

City Manager Terry Roberts, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Administrative Assistant Tammy Cook, Chief Financial Officer Carolyn Miller, Adam Griffin, Allan Hinze, Assistant Police Chief Jay Petrash, Allen Jacobs, Leslie Kelm, Kim Hodde, Assistant Public Utilities Director Dane Rau, Kyle Branham, Jamie Maurer, Tammy Jaster, Angela Hahn, Janie Mehrens.

Citizens present:

Melissa McCune, Jerry Calvert, Jay T. Alexander, Kenneth Goesler and Clint Kolby.

Media Present:

Arthur Hahn, Brenham Banner Press; Tom Whitehead, KWHI

- 1. Mayor Tate called the meeting to order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Weldon Williams**
- 3. Citizen Comments**

3-a. Boys and Girls Club of Washington County Update

Melissa McCune, Director of the Boys & Girls Club of Washington County, addressed Council. She advised that during Boys & Girls Club Week they attempted to break the record for the most people doing jumping jacks in venues around the country. She thought they were successful in breaking the record.

Ms. McCune expressed thanks for the support of the club. She stated that they are not just a daycare or after-school program; they focus on building our kids so they can be successful when they enter the work world. Their goal is hope and success for our kids.

CONSENT AGENDA

4. Statutory Consent Agenda

4-a. Minutes from the March 3, 2011 Council Meeting

A motion was made by Councilmember Pyle and seconded by Councilmember Nix to approve Agenda Item 4a. Minutes from the March 3, 2011 Council Meeting.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

WORK SESSION

5. Discuss and Review the FY2010-11 First Quarter Financial Report

Chief Financial Officer Carolyn Miller presented this item. She advised that the General Fund and the five major utility funds are presented in the format developed by budget officer, Debbie Gaffey, which includes a comparison of the 1st quarter actual versus the prior year and a comparison to budget. Debbie also implemented a new quarterly review process with the department superintendents and supervisors. They provide a written report of identified variances to help in tracking actual expenditures as they relate to their operations, and to enhance their understanding of variance reporting and monitoring. This quarterly review process was extremely valuable and has been adopted as one of our “best business practices.”

Ms. Miller advised that, for the first quarter, the City experienced favorable performance in the General Fund and all utility funds posted positive net revenues over expenditures, with the exception of the Gas Fund which posted a small net loss for the quarter. She went through the report covering the highlights.

Ms. Miller noted that, in the coming months, they will be monitoring the impact of higher motor fuel costs on total City operations, and will reduce expenditures in other areas to mitigate any negative impact.

Councilmember Goss asked if, since the Hyundai Dealership has gone green, the equipment the city installed there to provide service was standard equipment or if they had to bring something special. Mr. Rau responded that it was standard equipment and he did not think they had to install anything that was much more than any other customer.

REGULAR AGENDA

6. Discuss and Possibly Act Upon Bid No. 11-007 for the Purchase of an Electric Department Bucket Truck and Authorize the Mayor to Execute any Necessary Documentation

Assistant Public Utilities Director Dane Rau presented this item. He advised that, on March 10, 2011, the Purchasing Dept. opened bids for a 40' bucket truck. This unit will be a "small" bucket truck and will be used on a daily basis within the Electric Department for customer service and for afterhours call outs and is part of their five year plan. This item was in the budget; the bids came in under the budgeted amount of \$115,000. The existing "small" bucket truck will be passed on to the parks and street departments to be used for tree trimming, lighting repair, etc.

In reviewing the two bids received, only the bid from Altec Industries, Inc., met the minimum specifications. The Terex unit did not meet the minimum height requirement or the minimum articulating range of the bucket. Staff is recommending that Council approve the bid from Altec Industries, Inc., on the Dodge 5500 truck with the optional accessories in the total of \$109,080.00.

A motion was made by Councilmember Pyle and seconded by Councilmember Goss to approve Bid No. 11-007 from Altec Industries, Inc. in the amount of \$109,080.00 for the purchase of a bucket truck for the Electric Department and authorize the Mayor to execute any necessary documentation.

Councilmember Williams asked about the decision to go with the Dodge truck instead of the Ford truck. He wanted to know what the rationale was other than price. Mr. Rau replied that the City has never stuck with a particular make of truck. He said they have Fords, Dodges, and Chevrolets and get good service out of all of them so generally price is the determining factor.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

7. Discuss and Possibly Act Upon Authorization of Expenditures in Accordance with RFP No. 11-004 Previously Approved on January 6, 2011 for the Purchase of Automated Meter Reading Equipment and Authorize the Mayor to Execute any Necessary Documentation

Assistant Public Utilities Director Dane Rau presented this item also. He advised that they are now ready to begin the conversion of the rest of our system to AMR/AMI. This will be done by our crews in-house and will take 2 to 3 years to complete. We are planning to fund this conversion using reserve dollars from each utility fund to avoid any rate increase to our customers. We are hoping that each fund will be able to pay its own way. We would not want the reserve level of any fund to fall too low and if that occurs we would come back to council to discuss a loan from electric fund reserves to the needed fund.

We are estimating to spend the following amounts in each fund:

Electric Fund:	\$754,000
Gas Fund:	\$376,000
Water Fund:	\$989,450
Sewer Fund:	\$989,450

They are requesting Council to approve the expenditures from the various funds as cited to purchase the AMR/AMI equipment in accordance with RFP No. 11-004.

A motion was made by Councilmember Pyle and seconded by Councilmember Goss to approve the expenditures in the amount of \$754,000 from the Electric Fund, \$989,450 from the Water Fund, \$989,450 from the Sewer Fund, and \$376,000 from the Gas Fund to purchase AMR/AMI equipment in Accordance with RFP No. 11-004 and Authorize the Mayor to Execute any Necessary Documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

8. Discuss and Possibly Act Upon a Recommendation for Appointments (Including Alternate Members) to the Board of Adjustment

Allen Jacobs presented this item. He advised that there was a vacancy left by the resignation of T.J. Torres on the Board of Adjustment and Appeals. Mr. Greg Jerking has been recommended for appointment to fill this vacancy. The Board of Adjustment and Appeals would also like to appoint Mr. Lee Sloan as an alternate member.

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to approve the recommendation for the appointment of Greg Jerkins to serve on the Board of Adjustment and Appeals and of Lee Sloan as an Alternate Member.

Councilmember Goss asked what qualifications they look at in making these appointments. Mr. Jacobs advised that they look at their professional background and whether they have an interest. According to the statutes, the basic requirement is that they be a citizen of the City of Brenham.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

9. City Secretary's Certification of Unopposed Candidates for the City of Brenham, May 14, 2011 General Election

City Secretary Jeana Bellinger read the Certification of Unopposed Candidates for the City of Brenham, May 14, 2011 General Election

10. Discuss and Possibly Act Upon an Order Declaring Unopposed Candidates for the Position of Mayor and Councilmember Place 4 - Ward 4 Elected to Office and Canceling the City of Brenham, May 14, 2011 General Election

Considerar y en consecuencia actuar una Orden Declarando Candidatos Sin Oposición Para Posiciones en el Concilio de Alcalde y Concejal Posición 4-Distrito 4 Elegidos a su Puesto y Cancelando la Elección General de la Ciudad de Brenham para el 14 de Mayo, 2011.

City Secretary Jeana Bellinger advised that, as she has certified there are no opposed candidates for the May 14, 2011 General Election and so Council needed to pass the Order cancelling the election.

A motion was made by Councilmember Herring and seconded by Councilmember Pyle to approve the Order declaring unopposed candidates for the position of Mayor and Councilmember Place 4 – Ward 4, elected to office and canceling the City of Brenham, May 14, 2011 General Election.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

Secretaria de la ciudad informo que tal como ella había certificado, no hay candidatos con oposición para la elección general del 14 de Mayo, 2011 así que el Concejal tiene que pasar una orden cancelando la elección.

Una moción se presentó por Concejal Herring and fue secundada por Concejal Pyle para aprobar la Orden Declarando Candidatos Sin Oposición para puesto de Alcalde y Concejal Posición 4-Distrito 4 Elegidos a su Puesto y Cancelando la Elección General de la Ciudad de Brenham para el 14 de Mayo, 2011.

El Alcalde Tate pidió una votación. La moción se aprobó y el ayuntamiento voto de la siguiente manera:

Alcalde Milton Y. Tate, Jr.	Si
Alcalde Pro Tem Gloria Nix	Si
Concejal Andrew Ebel	Si
Concejal Danny Goss	Si
Concejal Keith Herring	Si
Concejal Charlie Pyle	Si
Concejal Weldon Williams	Si

11. Discuss and Possibly Act Upon a Recommendation from the Parks and Recreation Advisory Board Approving Aquatic Center Usage and Rates for the Dolphin Swim Club

Jamie Maurer presented this item. She advised that, at the March 9th Parks and Recreation Advisory Board meeting, the Dolphin Swim Team requested the consideration of lowering the team's fees for use of the Blue Bell Aquatic Center. They also submitted their request for exclusive pool use times which were cut back from the years previous. In the most current years, the Dolphins have been paying a set fee of \$3,740 and their participation numbers have dropped. In their request, the Dolphins proposed a \$30 per swimmer (or lower) fee opposed to a set fee (with projected participation, the set fee would average around \$46 per swimmer). There is a brief history of Dolphin participation, fees and pool use times as well as Dolphin's written request in the memos attached.

Upon careful consideration of pool use history and fees, city staff proposed to the Parks Advisory Board that the Dolphins be charged a per swimmer fee of \$35 for the times they requested on their 2011 schedule and designate that time as nonexclusive use. The Dolphins would be guaranteed 4 lanes during their requested times, leaving 2 lanes available for Brenham Swim Club and public swim. The \$35 participant fee would cover \$30 nonexclusive pool use in the months of April, May, and June. The additional \$5 a swimmer would help cover costs for extra staffing at Dolphin swim meets, an end of season party, and additional supplies used at the Blue Bell Aquatic Center during Dolphin season.

The Parks and Recreation Advisory Board respectfully recommends a rate of \$35 per swimmer for nonexclusive use of the Blue Bell Aquatic Center for the Dolphin Swim Team during the times which they have requested:

- April: Mondays – Thursdays from 3:45-5:15 pm (4 lanes)
- May: Mondays – Fridays from 3:45-5:30 pm (4 lanes)
- June: Mondays – Fridays from 7-9 am (4 lanes)
- Other dates: two home swim meets, April 30 for officials training, and either July 5 or 7 for end of year party from 5-7 PM

Councilmember Goss asked if they had talked with the team. Ms. Maurer advised that the President of the Swim Team was at the Parks Board meeting and they had also met with him since that time. They are in agreement with this recommendation. They mainly wanted to get a per person fee.

A motion was made by Councilmember Herring and seconded by Councilmember Goss to approve the Recommendation from the Parks and Recreation Advisory Board Approving Aquatic Center Usage and Rates for the Dolphin Swim Club.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

The Mayor then asked to have Administrative/Elected Officials Reports before going into Executive Session.

14. Administrative/Elected Officials Report

- Dane Rau reported that he had attended a meeting of the Keep Washington County Beautiful Committee. Councilmember Pyle attended also. Mr. Rau said they are trying to re-vamp the group. It was a very good meeting.
- Councilmember Pyle commented that it was a very good turnout and that it will be a good board
- City Manager Terry Roberts reminded everyone that that afternoon was the grand opening of the Hyundai dealership and the Chamber was having a Business After Hours from 5-7 after that. Also on April 6th at noon is the Stanpac Grand Opening. He also said that TML was having a Webinar the next morning regarding the legislative session currently going on if anyone was interested in coming back for that. He asked everyone to hang around after the council meeting to celebrate Councilmember Pyle and Councilmember Williams' birthdays.
- Mr. Roberts also advised that the All Sports Building has been weathered in and is coming along nicely. Probably by mid-May the building will be complete. Also, they are finishing up the paperwork on the amphitheatre so will probably be able to issue a Notice to Proceed on that soon.
- Mr. Roberts said they are hoping to have the Railroad Quiet Zone on the agenda in the next meeting or two.
- Mr. Roberts advised that they have made some room in the wastewater plant building to store some books for the Fortnightly Club for the annual book sale.
- Mr. Roberts advised that they had completed a major overlay on Tom Green Street
- He advised that there were 1,200 carousel riders on Spring Break
- Heath Mahlmann said that on the following Saturday, the Washington County Firefighters, along with the Brenham Fire Department, will be working with Red Cross on a Fill the Boot campaign on Hwy. 36 and Hwy. 290 in front of Wal-Mart.
- Mr. Roberts said that TxDOT is having a pre-construction conference on the 290 project, which usually means that a few weeks after that the project will get underway.
- Keith Herring expressed appreciation for all the support regarding the passing of his mother-in-law

EXECUTIVE SESSION

- 12. Section 551.074 – Personnel Matters – Discuss and Consider City Manager’s Employment Agreement and Related Issues**

RE-OPEN REGULAR SESSION

- 13. Discuss and Possibly Act Upon City Manager’s Employment Agreement and Related Issues**

Upon return to regular session, Councilmember Williams made the motion to approve the updated Employment Agreement with the City Manager, Terry Roberts, through January 31, 2012 and to authorize the Mayor to execute any necessary documentation.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeanne Bellinger, TRMC
City Secretary

THIS PAGE INTENTIONALLY LEFT BLANK