

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on October 9, 2014 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
Councilmember Danny Goss
Councilmember Keith Herring
Councilmember Mary E. Barnes-Tilley
Councilmember Weldon Williams, Jr.

Members absent:

Councilmember Andrew Ebel

Others present:

City Manager Terry K. Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Paula Shields, Chief Financial Officer Carolyn Miller, Stacy Hardy, Cynthia Longhofer, Kaci Konieczny, Susan Nienstedt, Fire Chief Ricky Boeker, Deputy Chief Alan Finke, Heath Mahmann, Billy Rich, Seth Klehm, Angela Hahn, Public Works Director Dane Rau, Casey Redman, Public Utilities Director Lowell Ogle, Alton Sommerfield, Kevin Schmidt, Pam Ruemke, Andria Heiges, Louis Barbour, and Grant Lischka

Citizens present:

Eddie Harrison, Ray Mildren, Robert Buchman, Sandi Jones, Amanda Klehm, Dot Borchgardt, Suzy Blakey, Holly Johnson, Carol Roehling, Lakisha Kasprowicz, Amy Porter, Lucy Bueyen, Gloria Vela, Brittney Prestwood and John Beckendorf

Media Present:

Arthur Hahn, Brenham Banner Press; Mark Whitehead and Mary Reyes, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Weldon Williams**

3. Service Recognitions

- **Seth Klehm – 5 years**
- **Louise Barbour – 20 years**
- **Jesus Vela Sr. – 20 years**

4. Proclamations

- Relay for Life – October 10, 2014
- Fire Prevention Week – October 7-11, 2014
- Domestic Violence Month – October, 2014

5. Citizens Comments

Citizen Eddy Harrison and Ray Milden, General Manager for Camptown Cemetery Memorial Park came before City Council to request some assistance from the City of Brenham. Mr. Harrison and Mr. Milden highlighted the improvements already made at the Camptown Cemetery. They asked if the City could help with drainage issues in cemetery. Mayor Tate suggested they contact the City Engineer Grant Lischka for assistance.

CONSENT AGENDA

6. Statutory Consent Agenda

6-a. Minutes from the August 7, 2014, August 21, 2014, September 4, 2014, and September 18, 2014 Regular City Council Meetings

6-b. Ordinance No. O-14-034 on Its Second Reading Amending Chapter 5, Animal and Fowl, of the Code of Ordinances of the City of Brenham, Texas Designating a Caretaker of Impounded Animals

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to approve the Statutory Consent Agenda Items 6-a. and 6-b.

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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

WORK SESSION

7. Presentation and Update Regarding the Charter and Possible Ballot Propositions for the 2015 Charter Election

City Secretary Jeana Bellinger presented this item. Bellinger explained City Attorney Cary Bovey and she reviewed each recommended change of the Charter and prepared a list of twenty (20) possible ballot propositions for the Council to consider. The propositions are broken down as follows:

- Proposition 1: Administrative – Grammar, spelling, punctuation, deleting “Reserved” sections, and renumbering.
- Proposition 2: Legislative – Updating references to State or Federal laws, correcting citations to law, deleting provisions that are inconsistent with laws and deleting obsolete sections.
- Propositions 3 thru 20: All other changes that did not fit into Propositions 1 or 2.

Mayor Tate asked if there would be a box on the top of the ballot giving the voters the option to vote for all with one vote or must the voter vote on each proposition. Bovey and Bellinger explained that the voter must vote on each proposition.

Bellinger also explained that each proposition will be in both English and Spanish on the ballot. Councilmember Barnes-Tilley stated that she appreciate the effort being made to educate the voters on the changes to the Charter and what each change means.

There will be a Workshop on December 6th for Council to review the ballot wording and voter information related to each Proposition.

REGULAR AGENDA

8. Discuss and Possibly Act Upon Resolution No. R-14-020 Appointing an Alternate Deputy City Secretary

City Secretary Jeana Bellinger presented this item. As a result of the recent resignation of Deputy City Secretary Amanda Klehm, Bellinger explained that she would not have anyone to provide assistance to the Council or citizens if she was unexpectedly out of the office. Bellinger stated that she is recommending that any person performing the duties of the Administrative Assistant to the City Manager be appointed as an alternate Deputy City Secretary. This person would provide coverage for both the City Secretary and the Deputy City Secretary in the event that both are out of the office or are unable (for any reason) to perform the required duties of the City Secretary’s Office.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Herring to approve Resolution No. R-14-020 appointing the administrative assistant to the City Manager as an Alternate Deputy City Secretary.

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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

9. Discuss and Possibly Act Upon a Request for a Noise Variance for the Jones/Buchman Wedding to Be Held on October 11, 2014 from 12:00 P.M. to 12:00 A.M. at Fireman’s Park and Authorize the Mayor to Execute Any Necessary Documentation

City Secretary Jeana Bellinger presented this item. Bellinger advised Council that Robert Buchman and Sandi Jones submitted a Noise Variance request for their wedding and reception at Fireman’s Park. The event will have a sound system with speakers, which requires the Noise Variance. The wedding will be held on Saturday, October 11, 2014 from 4:30 p.m. to 11:00 p.m. They have time before and after the event for set-up and clean-up. Bellinger explained that they will be in the park from Noon till Midnight. Both the Police and Fire Departments have approved the variance since the actual event will be ending at 11:00 p.m.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the request for a noise variance for the Jones/Buchman wedding to be held on October 11, 2014 from 12:00 p.m. to 11:00 p.m. at Fireman’s Park 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

10. Discuss and Possibly Act Upon a Request for a Noise Variance for Relay for Life to Be Held on October 10, 2014 from 6:00 P.M. to 12:00 A.M. at Fireman’s Park and Authorize the Mayor to Execute Any Necessary Documentation

City Secretary Jeana Bellinger presented this item. Bellinger explained that Holly Johnson with Washington County Relay for Life submitted a Noise Variance request for their annual event at Fireman’s Park. The event will have a sound system with speakers, which requires the Noise Variance. The event will be held on October 10, 2014 from 6:00 p.m. to 12:00 a.m.

A motion was made by Councilmember Herring and seconded by Councilmember Williams to approve the request for a noise variance for Relay for Life to be held on October 10, 2014 from 6:00 p.m. to 11:00 p.m. at Fireman’s Park 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

11. Discuss and Possibly Act Upon Ordinance No. O-14-035 on Its Second Reading Amending Chapter 6, Buildings and Structures, of the Code of Ordinances of the City of Brenham, Texas

City Engineer Grant Lischka presented this item. Lischka explained that this is a complete rewrite of Chapter 6, primarily to adopt the following codes: 2012 International Building Code (IBC), 2014 National Electric Code (NEC), 2012 International Fuel Gas Code (IFGC), 2012 International Mechanical Code (IMC), 2012 International Property Maintenance Code (IPMC), 2012 International Plumbing Code (IPC), 2012 International Energy Conservation Code (IECC), 2012 International Residential Code (IRC), and 2012 International Existing Building Code (IEBC). This ordinance also creates the office of the Building Official and deletes a lot of obsolete language from the Article II, Electrical, which dates back to 1947.

Lischka explained that the this version has corrected grammatical errors that were contained in the first reading and also references the correct sections of the applicable codes in the local amendments.

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve Ordinance No. O-14-035 on its second reading, with section numbering corrected as needed, amending Chapter 6, Buildings and Structures, of the Code of Ordinances 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

12. Discuss and Possibly Act Upon a Development Agreement Between the City of Brenham, the Brenham Community Development Corporation (BCDC) and John F. Beckendorf for the Future Development of Fritz Beckendorf Road and Authorize the Mayor to Execute Any Necessary Documentation

City Manager Terry Roberts presented this item. Roberts explained that John Beckendorf approached the City regarding securing access to Blue Bell Road for his property located at US Highway 290 East and Tiaden Lane approximately two years ago. Concerns regarding incompatible development related to access to the Brenham Business Center led to the negotiation of a Development Agreement.

Roberts explained that the components of the Agreement with Mr. Beckendorf included: (1) making utilities available to the site (utilities have already been promised at the time the land within the Brenham Business Center was purchased from the Beckendorf's); (2) over-size cost participation of the proposed right-of-way from local street standards to collector street standards; (3) prohibition of metal buildings and architectural approval by the BCDC design committee; (4) project vesting rights for development regulations in place at the date the agreement is executed; and (5) construction and dedication by the developer of Tiaden Lane to city street standards at the time of development.

Roberts advised that in addition to this Development Agreement, Mr. Beckendorf requested temporary access to his land from Blue Bell Road; until such time that his property develops. Roberts stated that access was granted and was addressed in a License Agreement, which is also included in the packet. Roberts clarified that the License Agreement is for informational purposes only and does not need approval by the Council since the agreement is between the Beckendorf's and the Brenham Community Development Corporation (BCDC).

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve a Development Agreement between the City of Brenham, the Brenham Community Development Corporation (BCDC) and John F. Beckendorf for the future development of Fritz Beckendorf Road and authorize the Mayor to execute any necessary documents.

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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

13. Discuss and Possibly Act Upon Change Order No. 1 to Collier Construction, LLC for the Extension of Chappell Hill Street and Authorize the Mayor to Execute Any Necessary Documentation

City Engineer Grant Lischka presented this item. Lischka explained that the portion of the Chappell Hill Street extension south of U.S. Highway 290 was funded by the BCDC (25%) and the Developer (75%). Bids were taken for hot mix asphaltic concrete pavement (HMAC). After opening of the bids, the developer and BCDC showed interest in substituting concrete pavement in lieu of HMAC. Using unit prices from other portions of the project, the substitution of concrete pavement is an additional \$126,309 for this portion of the road. Bids were also taken for the installation of street lights along this portion of road, which totaled \$106,200. Staff believes that there are other alternatives for street lighting that will be less costly and therefore recommends that they be removed from the contract. As a condition of using concrete pavement, the contractor has requested an additional 45 calendar days added to the contract. Staff has reviewed this request and has no issue with this extension. It is the contractor's intention to complete the northern portion of Chappell Hill Street (near South Market Street) first and therefore this change should not have any effect on the completion schedule of the northern portion of the road.

Lischka explained that this change order reflects the sum of the increase in cost for concrete pavement and the decrease in cost for removing the street lighting, making the net increase \$20,109. The BCDC and Developer have agreed to fund the additional cost of concrete pavement in lieu of HMAC and no funding from the City will be required. Being that no City funding is involved and that a concrete street will provide a longer life cycle than HMAC, staff recommends approving Change Order No. 1 as presented.

A motion was made by Councilmember Herring and seconded by Councilmember Goss to approve Change Order No. 1 in the amount of \$20,109.00 to Collier Construction, LLC for the extension of Chappell Hill Street 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

14. Discuss and Possibly Act Upon Resolution No. R-14-021 Authorizing the Sale of a 1986 Pierce Arrow 55' Telesquirt Fire Truck to the City of Columbus Fire Department and Authorize the Mayor to Execute Any Necessary Documentation

Fire Chief Ricky Boeker presented this item. The 1986 Pierce Arrow Fire Truck is one of the apparatus that is being replaced and the Columbus Fire Department has expressed an interest in purchasing it. Boeker advised that the truck was appraised at \$23,500.00 by Texas Fire Trucks. Boeker stated that the truck would be sold as is and this has been conveyed to Columbus.

Boeker explained that, if approved, the sale of the truck would not actually take place until the City takes delivery of the new, replacement, truck which should be around November 17th.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to approve Resolution No. R-14-021 authorizing the sale of a 1986 Pierce Arrow 55' Telesquirt Fire Truck to the Columbus Fire Department and authorize the Mayor to execute any necessary documents.

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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

15. Discuss and Possibly Act Upon a Lease Purchase Agreement with JPMorgan Chase Bank for the Lease Purchase of an Asphalt Zipper AZ600-B260 for the City of Brenham’s Street Department and Authorize the Mayor to Execute Any Necessary Documentation

Chief Financial Officer Carolyn Miller presented this item. Miller explained that, in the FY2014-2015 adopted budget, Council approved the purchase of an asphalt zipper road mixer for the Street Department. This capital item was approved to be purchased through a lease purchase procurement method with annual lease payments paid from the Debt Service Fund.

Miller advised that the asphalt zipper will be rented for two months (September and October 2014) and then purchased through the Houston Galveston Area Council Cooperative for \$138,000 (original price of \$164,490 less \$6,490 allowance for field demo and less \$20,000 adjustment for 2 monthly rental payments for September and October). Miller stated that the City had received lease proposals from JPMorgan Chase Bank, who we have used in the past for lease purchase agreements, and De Lage Landen, the leasing partner for municipality clients for our current bank, BBVA Compass. Miller presented the following bid information:

<u>Proposal</u>	<u>Terms</u>	<u>Interest Rate</u>	<u>Annual Payment</u>
JPMorgan Chase Bank	5 years	2.164%	\$ 29,313.51
De Lage Landen	5 years	3.690%	\$ 29,637.85

A motion was made by Councilmember Goss and seconded by Councilmember Barnes-Tilley to approve a lease purchase agreement with JPMorgan Chase Bank for five (5) years, at an interest rate of 2.164% with an annual payment of \$29,313.51, for the purchase of an Asphalt Zipper AZ600-B260 for the City of Brenham’s Street Department 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Abstain
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

16. Discuss and Possibly Act Upon Resolution No. R-14-022 Reauthorizing an Investment Policy for the City of Brenham

Chief Financial Officer Carolyn Miller presented this item. Miller explained in 1987, the Texas Legislature adopted the Public Funds Investment Act (PFIA) which established guidelines for local governments. This Act requires that a local government adopt a written investment policy and reauthorize the policy annually. Miller stated that Linda Patterson of Patterson & Associates explained that they are always editing for the best of Brenham. With Ms. Patterson's assistance, we have included a red-line version of the Investment Policy with a few changes as summarized below:

Section V. Responsibilities and Control

City Council Responsibilities

- ✓ As required by the PFIA, added training every two years

Investment Officer

- ✓ Disclose personal business relationships in accordance with City policy

Internal Controls

- ✓ Delete bullet avoid physical delivery of securities
- ✓ Written confirmation of all transactions
- ✓ Review wire transfer agreements with the depository bank or third party custodian
- ✓ Faster notification of loss of rating from two weeks to three days

Section VI. Suitable and Authorized Investments

Authorized Investments

- ✓ Added interest bearing or money market accounts in any bank in Texas as investment option

Section IX. Safekeeping of Securities and Collateral

Safekeeping and Custodial Agreements

- ✓ Required monthly collateral reports

Collateral Policy

- ✓ Approve the collateralization agreements with custodians

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve Resolution No. R-14-022 reauthorizing an Investment Policy for 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

17. Discuss and Possibly Act Upon Resolution No. R-14-023 Authorizing the Submission of a Grant Pre-Application to the U.S. Department of Agriculture Rural Development Community Facilities Loan & Grants Program for the Construction of the Brenham Pet Adoption and Animal Care Facility and Authorize the Mayor to Execute Any Necessary Documentation

Public Information Officer Angela Hahn presented this item. Hahn explained that Chief Phelps and others in the community have been busy raising funds to build a new Pet Adoption and Animal Care Facility at as to today they have received a total of \$1.9 million; \$1 million from the City and \$900,000 in private donations.

Hahn explained that the Community Facilities Loan/Grant program is administered through the USDA Rural Development and is a loan and grant program. The loan is a low interest loan and the grant is based on the median household income of the community served. We are not interested in applying for a loan; we are instead pursuing the grant option. After speaking with the Acting Area Director of the USDA Rural Development, Hahn explained that we have been assured the shelter project meets the eligibility requirements but that grant funding is limited. This is a pre-application form. We have to submit the pre-application package to the USDA Rural Development Office in Bryan for their consideration. If they approve it, we will bring back a formal application to Council. Our proposal will include asking for up to \$250,000 in grant funding. Hahn explained that she will work with Chief Financial Officer Carolyn Miller to ensure that the wording on the application is clear as to why we are not taking out a loan but only submitting an application for grant funding.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Herring to approve Resolution No. R-14-023 authorizing the submission of a grant pre-application to the U.S. Department of Agriculture Rural Development Community Facilities Loan & Grants Program for the construction of the Brenham Pet Adoption and Animal Care Facility 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

18. Discuss and Possibly Act Upon the Submission of Grant Applications to the Mason Foundation for Animal Shelter Design and the Meacham Foundation for Assistance in the Construction of the Brenham Pet Adoption and Animal Care Facility and Authorize the Mayor to Execute Any Necessary Documentation

Public Information Officer Angela Hahn presented this item. Hahn explained that both of these grant funding opportunities are private foundations that assist animal sheltering projects and that the City can request funding of up to \$4,000. In the case of the Mason Foundation, we do have to certify that we can match the funded amount – in this case \$4,000 – which is why we are asking Council to authorize the submission of the grants. Both Foundations require written permission to use any photographs or written materials we submit in future marketing or fund raising campaigns of their own.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Williams to approve the submission of grant applications to the Mason Foundation for Animal Shelter Design and the Meacham Foundation for assistance in the construction of the Brenham Pet Adoption and Animal Care Facility 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

19. Discuss and Possibly Act Upon the Purchase of One (1) Reel Mower and One (1) Mulching Mower for the Parks Department Through the BuyBoard Local Government Purchasing Cooperative and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that during the 2014-15 budget process the Parks Dept. budgeted to purchase a reel mower and a mulching mower. The reel mower will replace a 2001 unit that has over 3,000 hours on it. These mowers were used 2-3 times per week to cut the athletic fields at Hohlt, Linda Anderson and Fireman's. This unit was budgeted at \$30,000 and will be purchased for \$29,936.36. The 6' mulching mower will replace a 2000 model mower that has over 2,500 hours on it. These types of mowers are used to mow areas such as Fireman's Park grounds, Jackson St. grounds, and athletic fields that do not require reel mowing. They do not discharge material which provides a safer environment for congested areas. These units are also very useful for mulching up leaves in the fall. This unit was budgeted at \$24,000.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the purchase of one (1) reel mower in the amount of \$29,936.36 and one (1) mulching mower in the amount of \$23,205.87 for the Parks Department from Professional Turf Products, L.P., through the BuyBoard Local Government Purchasing Cooperative 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	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

20. Administrative/Elected Officials Report

Mark Whitehead from KWHI introduced the new News Director, Mary Reyes. Ms. Reyes will be taking Frank Wagner's place at the radio station. Mr. Wagner has retired.

City Manager Terry Roberts reported on the following:

- Retirement Party for Chuck Boggan at Fireman's Training Center this afternoon
- On Nov. 6th Council Meeting day is an ARCIT Annual Meeting in El Campo with Lois Kolkhorst as guest speaker. Roberts asked about moving the council meeting to another date or a different time on this day. Consensus from Council was to have an early morning council meeting at 8:30am.
- Final Charter Workshop will be December 4th, consensus from Council was to have the workshop after the regular Council meeting

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC
City Secretary