

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on September 1, 2016 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 Andrew Ebel
Councilmember Danny Goss
Councilmember Mary E. Barnes-Tilley
Councilmember Weldon Williams, Jr.

Members absent:

Councilmember Keith Herring

Others present:

City Manager Terry Roberts, Assistant City Manager of General Government Ryan Rapelye, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Deputy City Secretary Kacey Weiss, Assistant City Manager – Chief Financial Officer Carolyn Miller, Stacy Hardy, Susan Nienstedt, Director of Community Services Wende Ragonis, Andria Heiges, Jennifer Eckermann, Fire Chief Ricky Boeker, Assistant Fire Chief Brian Scheffer, Police Chief Craig Goodman, Public Works Director Dane Rau, Assistant City Manager of Public Utilities Lowell Ogle, Kim Hodde, Lori Lakatos, Pam Ruemke, Carrie Derkowski, Jeff Daniels, Jerred Eschete and Ryan Swor.

Citizens present:

Perry Thomas, Fredericka DeBerry, Donna Culliver, Carol Muegge, Sallie Bryan, Carolyn Thomas, Suzette Moser, M. Boswell, Joanne Doherty, Page Michel, Willy Dilworth, Dr. Walter Jackson, and Clint Kolby.

Media Present:

Arthur Hahn, Brenham Banner Press; and Noelle Buffam, KWHI.

1. Call Meeting to Order

2. Invocation and Pledges to the US and Texas Flags – Mayor Pro Tem Nix

3. Service Recognition

- **Carrie Derkowski, Fire Department 5 Years**

4. Proclamations

- **Childhood Cancer Awareness Month**
- **Washington County READ**

5. Citizens Comments

There were no citizen comments.

CONSENT AGENDA

6. Statutory Consent Agenda

6-a. Minutes from July 20, 2016, July 21, 2016 and July 22, 2016 Budget Workshops

6-b. Ordinance No. O-16-019 on Its Second Reading Amending the Current FY2015-16 Adopted Budget

6-c. Ordinance No. O-16-020 on Its Second Reading Amending Chapter 21, Signs, of the Code of Ordinances of the City of Brenham Regarding the Regulation of Billboards

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Ebel to approve the Statutory Consent Agenda Items 6-a., 6-b., and 6-c. as presented.

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

PUBLIC HEARING

7. Proposed Tax Rate of \$0.5070 per \$100 Valuation for Fiscal Year Beginning October 1, 2016 and Ending September 30, 2017

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that the Council must hold two public hearings to receive citizen comments on a proposed tax rate. The first public hearing was held during the Council meeting on August 18, 2016 and citizen comments were received.

Miller advised that a property tax rate of \$0.5070 per \$100 valuation is proposed to fund the FY 2016-17 Budget. Of this rate, \$0.3150 will be for maintenance and operations (M&O). The balance of \$0.1920 is for debt service (interest and sinking).

Councilmember Barnes-Tilley announced the first reading of the Ordinance to adopt the tax rate will be during a Special Council meeting on Monday, September 12, 2016 at 8:00 a.m. at City Hall, located at 200 W. Vulcan Street. The second reading of the Ordinance and adoption of the tax rate is scheduled for a Regular Council meeting on Thursday, September 15, 2016 at 1:00 p.m. at City Hall, located at 200 W. Vulcan Street.

WORK SESSION

8. Discussion and Presentation of Main Street Initiatives

Director of Community Services Wende Ragonis presented this item. Ragonis explained that Staff wanted to provide an update on various Main Street initiatives from two sub-committees from the Main Street Advisory Board: 1) the Economic Restructuring Committee (ERC) and 2) the Planning Committee.

Ragonis stated that in September of 2015, Staff brought these two committees together for a series of joint meetings. At the first joint meeting, three strategic priorities were identified: 1) attract more downtown lodging development, 2) seek the ownership of TX DOT right of way and 3) improve the relationship with the key downtown stakeholders. Ragonis explained that Staff has looked to several development industry experts to either speak via video or in person at some of these joint meetings. Ragonis stated that the recurring themes presented by these experts include: 1) downtown needs more lodging within walking distance to support the new conference center destination, 2) the transportation flow should create prosperity in downtown by reducing speeds and increasing pedestrian safety, 3) public investment in streetscapes and infrastructure encourage density in the area, 4) the downtown district is historically authentic and should be preserved and 5) all agree that the downtown economy is essential to the strength of the overall local economy of the area.

Ragonis stated that based upon the past months of strategic planning, visioning and research the committees have taken on specific tasks. The ERC Committee is drafting an incentive guideline which will support both new and existing buildings and business owners in the downtown district. The Planning Committee is evaluating the feasibility of implementing changes to the zoning and proposed districts which are identified in the Downtown Master Plan.

Ragonis noted that this initiative update was provided to BCDC at their Board meeting held on April 21, 2016 and on May 24, 2016 Main Street hosted an information sharing meeting with downtown stakeholders.

Councilmember Goss asked if it is the experts that believe there needs to be a hotel in the downtown area. Ragonis stated that specialist have said downtown needs more foot traffic and a hotel. Ragonis also noted that it is in the Downtown Master Plan to have a hotel in the downtown area. Councilmember Goss asked where the hotel would be located and how many rooms would it have. Ragonis advised that it would be up to the developer and architect to determine the location and size.

REGULAR SESSION

9. Discuss and Possibly Act Upon the Approval of a Request from the Washington County Appraisal District to Retain the Accumulated Funds of \$54,633 from FY2014-15 Budget Savings, the City of Brenham's Portion Being \$5,515

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item and introduced Willy Dilworth, Chief Appraiser with Washington County Appraisal District (WCAD). Dilworth stated that the Washington County Appraisal District's (WCAD) audited financial statement for the fiscal year ending August 31, 2015 showed budget savings of approximately \$55,000. Dilworth advised WCAD is requesting to retain the savings to use for three specific purposes. Dilworth explained, if approved, the City of Brenham's portion of the funds to be retained would be \$5,515. Dilworth stated that if the \$55,000 is not retained by the WCAD, \$5,515 would be returned to the City.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve a request from the Washington County Appraisal District to retain the accumulated funds of \$54,633, from FY2014-15 budget savings, with the City of Brenham's portion being \$5,515, for three purposes: \$33,859 for a 2017 flight of pictometry, \$8,000 for replacement computers and \$12,774 for a 2020 flight of pictometry.

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

10. Discuss and Possibly Act Upon the Approval of the FY2016-17 Budget for the Washington County Appraisal District

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item and introduced Willy Dilworth, Chief Appraiser with Washington County Appraisal District (WCAD). Dilworth explained the WCAD budget shows an increase of \$38,711 over the prior year’s budget due to the addition of a field appraiser, a 3% salary increase adopted by the Brenham Independent School District Board and several other smaller line item increases. Dilworth noted that as of now each field appraiser is responsible for 7,000 accounts and with the new position it would decrease to about 5,000 accounts each. Miller noted the impact for the City of Brenham is an increase of \$2,888 for FY16-17 which was included in the General Fund proposed budget already reviewed with Council.

A motion was made by Councilmember Goss and seconded by Councilmember Ebel to approve the FY2016-17 Budget for the Washington County Appraisal District.

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

11. Discuss and Possibly Act Upon an Ordinance on Its First Reading Approving Financing for the Purchase of Furnishings and Equipment for the Expanded and Renovated Nancy Carol Roberts Memorial Library

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that as the expansion/renovation project at the Nancy Carol Roberts Memorial Library nears completion, Council has approved the purchase of shelving systems and furnishings from several vendors using numerous purchasing cooperatives and award of competitive bids.

Miller advised that at the Council meeting on August 18, 2016, Staff discussed the differences between securing a traditional capital lease for financing these purchases, and the recommendation to secure financing from our depository bank, Bank of Brenham. Miller stated that the City Attorney has been working with Bank of Brenham to review the financing arrangement and develop the necessary loan documents.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve an Ordinance on its first reading approving financing for the purchase of furnishings and equipment for the expanded and renovated Nancy Carol Roberts Memorial Library.

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

12. Discuss and Possibly Act Upon the Selection of Candidates to be Voted for on the Texas Municipal League Intergovernmental Risk Pool Board of Trustees, Places 6-9 and Authorize the Mayor to Execute Any Necessary Documentation

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that as a member of the Texas Municipal League Intergovernmental Risk Pool (TML IRP), the City of Brenham is eligible to participate in the election of members to the Board of Trustees. Miller advised the votes cast on the ballot for the Trustee election must be certified as being the will of the majority of the City Council and thus, the vote must occur during the Regular session of the City Council Meeting.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Barnes-Tilley to approve the selection of candidates for the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Places 6-9, as follows:

Place 6: Kyle J. Jung - Manvel
Place 7: Richard Jorgensen – Giddings
Place 8: Andrea M. Gardner – Copperas Cove
Place 9: Andres Garza - Wharton

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

13. Discuss and Possibly Act Upon Resolution No. R-16-023 for the Acceptance of a Special Projects Grant from the Texas State Library and Archives Commission in the Amount of \$16,350 for the “Play On” Program at the Nancy Carol Roberts Memorial Library

Librarian Andria Heiges presented this item. Heiges explained that this grant provides funding for programs that expand library services to populations with special needs. Heiges stated the library currently offers a weekly musical program to members of the Brenham state supported living center. Heiges noted the proposed “Play On” program would use assistive technology along with creative tools allowing the library to offer a therapeutic music program to benefit people with disabilities. Heiges stated this is a reimbursement grant which would purchase new technology and related components in the library’s new program room, and a musical tool known as a skoog.

A motion was made by Councilmember Williams and seconded by Councilmember Goss to approve Resolution No. R-16-023 for the acceptance of a Special Projects Grant from the Texas State Library and Archives Commission in the amount of \$16,350 for the “Play On” Program at the Nancy Carol Roberts Memorial Library

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

14. Discuss and Possibly Act Upon Resolution No. R-16-024 for the Acceptance of a Cooperation Grant from the Texas State Library and Archives Commission in the Amount of \$15,500 for the “Library Small Business and Workforce Development Hub” Program at the Nancy Carol Roberts Memorial Library

Librarian Andria Heiges presented this item. Heiges explained that this grant provides funding for programs that establish or enhance cooperative services among Texas library communities. Heiges noted that funded programs are required to develop partnerships with community-based organizations. Heiges stated Library staff met with Blinn College Small Business Development Center (SBDC) representatives to discuss the benefit and impact of this grant opportunity. Heiges explained that the SBDC and NCRML have agreed to a partnership that combines the skill set and business expertise of the SBDC along with the technology skills of library staff and wired facility offerings of NCRML. Heiges explained this is a reimbursement grant which would purchase new technology to be held and owned by the NCRML and pay instructor and material fees for 4 small business themed workshops be held at the NCRML.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve Resolution No. R-16-024 for the acceptance of a Cooperation Grant from the Texas State Library and Archives Commission in the amount of \$15,500 for the “Library Small Business and Workforce Development Hub” Program at the Nancy Carol Roberts Memorial Library.

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

15. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham, Texas, Part V, Section 3.03, Relating to the Number of Alternate Members of the Board of Adjustment

Planning Technician Kim Hodde presented this item. Hodde explained that the Board of Adjustment is a quasi-judicial board consisting of five members and two alternate members. Hodde noted a quorum for this board is four members in attendance. Hodde stated there have been a couple of recent issues with lack of quorum or too many board members with a conflict of interest. Hodde advised that in an effort to remedy this situation, Staff would like to change the number of alternates for the Board of Adjustment to four.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Ebel to approve an Ordinance on its first reading amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham, Texas, Part V, Section 3.03, relating to the number of alternate members to the Board of Adjustment.

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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

16. Discuss and Possibly Act Upon an Agreement Between the City of Brenham and the Brenham Community Development Corporation (BCDC) for Management, Administrative and Technical Services and Authorize the Mayor to Execute Any Necessary Documentation

City Engineer Lori Lakatos presented this item. Lakatos explained the Brenham Community Development Corporation (BCDC) and the City of Brenham (City) work cooperatively to promote local economic development and the stimulation of business and commercial activities within the City of Brenham. Lakatos advised the purpose of this agreement is to have the City Manager, or his designee(s), implement, administer, and carry out the duties that an executive director or other staff of the BCDC would have in managing, administering, and providing technical services for the economic development programs and projects approved by the BCDC. Lakatos stated this agreement allows the City to handle the administration and management of services related to contracts, consultants, and contractors.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve an agreement between the City of Brenham and the Brenham Community Development Corporation (BCDC) for Management, Administrative, and Technical Services 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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

17. Discuss and Possibly Act Upon a One Year Contract Extension, in Accordance with Bid No. 15-008, for Gasoline and Diesel Fuel for the City of Brenham’s Vehicle and Equipment Fleet and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that on June 9, 2015 the City of Brenham opened bids regarding bulk fuel and fleet fueling services. Rau stated the only bid packet received was from Alexander Oil in Brenham. Rau advised that Alexander Oil provides the City of Brenham a location to fuel up fleet vehicles along with supplying numerous departments’ bulk fuel at their desired location for items such as generators, bulk storage tanks and the tub grinder. Rau stated the initial contract was for 3 years and, if approved, this would be the first annual renewal.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to approve a one year contract extension, in accordance with Bid No. 15-008, for gasoline and diesel fuel for the City of Brenham’s vehicle and equipment fleet 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	Absent
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

18. Administrative/Elected Officials Report

City Manager Terry Roberts reported on the following:

- There will be a Special Council meeting on September 12th at 8:00 a.m.
- The fair parade will be September 10th
- The animal shelter has a position open for an Animal Services Manager; Detective John Snowden is currently serving as the interim

Council adjourned into Executive Session at 2:02 p.m.

EXECUTIVE SESSION

**19. Section 551.086 – Texas Government Code – Utility Competitive Matters –
Deliberation Regarding the City of Brenham’s Gas Supply Contract**

Executive Session adjourned at 2:25 p.m.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary

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