



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY MAY 5, 2011 AT 1:00 P. M.
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Keith Herring**
- 3. Proclamations**
 - Municipal Clerks Week – May 1-7, 2011**
 - Motorcycle Awareness Month – May, 2011**
- 4. Service Recognitions**

Wanda Whitener	Municipal Court	5 Years
Lin Hartstack	Parks	20 Years
Janie Mehrens	Human Resources	25 Years
Wanda Kramer	Public Utilities	35 Years

5. Citizens Comments

CONSENT AGENDA

6. Statutory Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.

6-a. Minutes from the April 7, 2011 and April 21, 2011 Council Meetings

WORK SESSION

- 7. Presentation and Update on the Brenham Heritage Museum**
- 8. Discussion and Update on 2010-2011 Street Overlay and Street Reconstruction**

REGULAR AGENDA

- 9. Discuss and Possibly Act Upon an Ordinance on its First Reading Amending Chapter 2 of the City of Brenham's Code of Ordinances to Include Section 2 - 12.4 Municipal Court - Collection Services Contracts and Fees**

Administrative/Elected Officials Reports: Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or salutory recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

- 10. Administrative/Elected Officials Report**

EXECUTIVE SESSION

- 11. Texas Government Code Section 551.086 – Utility Competitive Matters – Discuss and Consider an Amendment to the Wholesale Power Agreement with the Lower Colorado River Authority**

Adjourn

Executive Sessions: The City Council for the City of Brenham reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 – Consultation with Attorney, §551.072 – Real Property, §551.073 – Prospective Gifts, §551.074 - Personnel Matters, §551.076 – Security Devices, §551.086 - Utility Competitive Matters, and §551.087 – Economic Development Negotiations.

CERTIFICATION

I certify that a copy of the May 5, 2011 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on May 2, 2011 at _____ Am Pm.

Tammy Cook, Deputy City Secretary

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the _____ day of _____, 2011 at _____ Am Pm.

Signature

Title

PROCLAMATION

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government, exists throughout the world and is the oldest among public servants;

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government;

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal Service to all;

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community;

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and

WHEREAS, It is most appropriate that we recognize the accomplishment of the Office of the Municipal Clerk and further extend our appreciation to our Municipal Clerk and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Now, THEREFORE I, Milton Y. Tate Jr., Mayor of the City of Brenham, Texas do Hereby Proclaim the week of May 1-7, 2011

MUNICIPAL CLERKS WEEK

In Witness, Whereof, I have set my hand and affixed the Seal of Brenham.

Milton Y. Tate Jr., Mayor
City of Brenham

PROCLAMATION

WHEREAS, With the good-weather season beginning and the increased popularity of motorcycles, more and more two- and three-wheeled traffic is present on Texas highways and city streets; and

WHEREAS, Motorcycles are difficult to see because of their smaller size so it's important for all drivers to take responsibility and be aware of the vehicles on the roads around them; and

WHEREAS, May is National Motorcycle Safety and Awareness Month so it's a good time to remind all roadway users that with almost a million licensed motorcyclists in Texas alone, safe travel for all always makes good sense; and

WHEREAS, It is right and just for the City Council and the residents of Brenham to join together to remind us all to accord all motorists, including the motorcyclists, the respect on the road they deserve;

Now, THEREFORE I, Milton Y. Tate Jr., Mayor of the City of Brenham, Texas do Hereby Proclaim May 2011 as

MOTORCYCLE SAFETY AND AWARENESS MONTH

In Witness, Whereof, I have set my hand and affixed the Seal of Brenham.

Milton Y. Tate Jr., Mayor
City of Brenham

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on April 7, 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, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Chief Financial Officer Carolyn Miller, Debbie Gaffey, Adam Griffin, Fire Chief Ricky Boeker, Police Chief Rex Phelps, Assistant Police Chief Jay Petrash, Chris Jackson, Todd Jacobs, Billy Rich, Public Works Director Doug Baker, Leslie Kelm, Casey Redman, Public Utilities Director Lowell Ogle, Assistant Public Utilities Director Dane Rau, Community Services Director Wesley Brinkmeyer, Jamie Maurer, Lin Hartstack, Jennifer Eckerman, Charles Seussmuth, Tammy Jaster, Kevin Boggus, Angela Hahn, Pam Ruemke, Janie Mehrens,

Citizens present:

Clint Kolby, Teddy Boehm, Zeb Heckman, Mary Whigham, E. J. Schumacher, Merlene Schumacher, Cathy Lewis

Media Present:

Arthur Hahn, Brenham Banner Press

- 1. Mayor Tate called the meeting to order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Danny Goss**
- 3. Proclamation – National Public Safety Tele-Communicators Week**

Mayor Tate read a proclamation designating April 10-16, 2011 as National Public Safety Telecommunicators Week. It was accepted by Pam Ruemke.

4. Service Recognitions

Service Recognitions were presented to the following employees:

Tammy Jaster	Aquatics	5 Years
Robert Lawrence	Police	5 Years
Curtis Schoen	Police	5 Years
Everett Schumacher.	Communications	10 Years

5. Citizen Comments

There were no citizen comments

WORK SESSION

6. Update on GovDeals, the City’s Online Auction Service

Adam Griffin Presented this item. He gave a brief update on the items recently listed and sold on GovDeals. One hundred percent of the items have been paid for and picked up. After paying GovDeals their 7.5 percent commission, the net received was still about \$43,000. They are planning to have one more auction before the end of this fiscal year.

7. Presentation by the Library Board on the Library Feasibility Plan

City Manager Terry Roberts led into this presentation. He said he would turn it over to Librarian Charles Suessmuth, followed by Board Chairman Teddy Boehm. But first, he wanted to say up front that this money is not City money. It is money the Library Board deposited with the City to keep for the designated purpose of library improvements. He also recognized that there were other members of the Library Board in attendance.

Mr. Suessmuth said he was present to present a case for a new library. He said they have absolutely come to the extent of the physical capabilities of the library. Just this year, they have already shifted the books in the adult collection two times; they have no more linear footage to put more books in. Mr. Suessmuth stated that the City, the library, and the citizens are very fortunate to have the supportive Board that they have. He presented circulation figures and accreditation information. There are other things they need to do but they are stymied for space.

Ms. Teddy Boehm, Library Board President, also addressed Council. She stated that the Nancy Carroll Roberts Memorial Library Strategic Plan, as well as the advisory board, recognizes that Brenham and Washington County have developed and changed; the library’s offerings and programs have had to change in order to remain relevant and useful to the community.

Due to changes in needs, services and size, the Library Board would like to begin the process of examining the future. After receiving feedback from architects, library design specialists, Central Texas Library System, and other recently developed libraries, the Library Board determined that a new library design, concept, and proposed uses would best be derived from a community driven process. The goal of the study is provide, through library, staff, and citizen input, a community driven blueprint in terms of uses, needs, size, and cost. The design of the facility should reflect the community’s values and priorities. They also feel the product of this study will prove very useful in future fundraising efforts.

The Library Advisory Board has determined that up to \$25,000 of funding could be set aside to provide such a study for the future library. The \$25,000 would come from a fund previously donated to the Library 501c3 Board which, in turn, turned it over to the City of Brenham to be kept in a designated donations account for the use of the development of the library.

The Mayor inquired about the timetable for this study. Ms. Boehm replied that they are hoping to begin in the near future. They will be sending out Request for Proposals in the next month or so. Once they select a company, it will take some time for them to do the study.

Mr. Roberts stated that one of the things he thought was very appropriate about this process was that it would not only identify the true needs of the library in the future but they would also end up with a product that can be a very helpful tool when it comes to fundraising.

Mr. Suessmuth stated they have been visiting with different architectural firms; they have also visited numerous other cities with new libraries, bringing back information to help in this discovery process.

Mary Whigham addressed Council briefly, stating that she would hope in the next month or two, before embarking on this formal study, they would sit down with local people and get a feeling for what they feel we need and then pass that information on to the firm doing the study.

Mayor Tate stated he felt the Council would like to see them move forward with this and look forward to seeing the results.

REGULAR AGENDA

8. Discuss and Possibly Act Upon a One Year Contract Renewal with Proline Materials Inc. for Street Paving Materials for 2011-2012 in Accordance with Bid No. 10-009 and Authorize the Mayor to Execute any Necessary Documentation

Leslie Kelm presented this item. He stated that they did not go out for bids for hot mix and cold mix this year. Proline has agreed, in writing, to keep the pricing as it was in 2010-2011. Considering their good working relationship with Proline, staff recommends approving this one-year renewal for cold mix and hot mix.

A motion was made by Councilmember Herring and seconded by Councilmember Pyle to approve the Contract Renewal with Proline Materials Inc. for Street Paving Materials for 2011-2012 in Accordance with Bid No. 10-009 and Authorize the Mayor to Execute any Necessary Documentation.

Councilmember Goss asked the City Attorney if, due to the rising cost of fuel, there was anything in the contract with Proline that would allow them to discontinue delivering product at this price. Mr. Bovey stated that there was a provision in there that would allow Proline to come back to council and ask for an increase due to increased fuel costs. In addition, there is thirty day termination allowance so, if they ask for an increase and the City denies it, they could terminate their contract.

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. Discuss and Possibly Act Upon Bid No. 11-010 for Work on the Cistern Project at Toubin Park and Authorize the Mayor to Execute Any Necessary Documentation

Jennifer Eckermann presented this item. She stated that Toubin Park was designed to be a pedestrian park that is centered around the history of our downtown and its main feature will be a recaptured cistern water feature.

In June of last year, the City advertised for bids for the cistern project at Toubin Park. Questions concerning the design arose at that time, and it was determined to have the structure redesigned for easier maintenance and increased safety. The redesign ended with a larger structure – growing from a 13’ to 17’ diameter – that is safer, and one that is easier to clean and maintain.

The project was advertised in February. At a pre-bid conference later that month, three companies were in attendance - two construction companies (one from Austin and one from Brenham) and a local landscaping company. When it came time to open bids, only one of the three had responded – Glasco & Co. Landscaping, Inc.

They are asking that Council approve the bid by Glasco’s for \$94,447.60 to complete the cistern project at Toubin Park.

Ms. Eckermann advised that the Toubin Park project is a downtown project that is being funded through several sources, including BCDC, LCRA, private donations, and funding from downtown community events. The cost is higher than anticipated, due to the redesign, but savings in other areas, along with an increase in contributions, will enable the completion of this project.

Mayor Tate asked if this would complete the project. Ms. Eckermann responded that it would complete everything except some awnings that were listed as an alternate. These would be added as funding is received.

A motion was made by Councilmember Pyle and seconded by Councilmember Herring to approve Bid No. 11-010 to Glasco and Co. Landscaping in the amount of \$94,447.60 for Work on the Cistern Project at Toubin Park and Authorize the Mayor to Execute Any Necessary Documentation.

Councilmember Goss asked Ms. Eckermann about the funding; if any of it would come from City funds. Ms. Eckermann advised that they have received funding and pledges to cover

the cost of the project. Other than BCDC funds, there are no city funds coming from the city's tax base.

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

10. Discuss and Possibly Act Upon an Ordinance on its First Reading Authorizing the Placement of a Stop Sign on Hasskarl Drive at its Intersection with Eleanor Drive

This item was presented by Doug Baker. He stated that they had received a request from Nelda Wells, on behalf of the Brenham Housing Authority, to place a stop sign on Hasskarl Drive at its intersection with Eleanor Drive, for the safety of the area residents.

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to approve the Ordinance on its First Reading Authorizing the Placement of a Stop Sign on Hasskarl Drive at its Intersection with Eleanor Drive.

Councilmember Williams asked about putting a stop sign there where people are going up the hill. Councilmember Herring advised that he had sat and watched the intersection for awhile. He said people are coming up that hill and make a pretty quick turn and there are a lot of children in that area.

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

11. Administrative/Elected Officials Report

- Mr. Roberts reminded everyone about the groundbreaking at the Amphitheatre at 4:00 p.m.
- At the pre-construction conference earlier in the week, TxDot announced that they would start on the 290 Project on April 25th
- Council update – the Railroad Quiet Zone will be on the next agenda

- Wesley Brinkmeyer advised that they been contacted by Brenham Middle School to have a Leadership in Action program. The time has been tentatively set for April 21st at 4:00 p.m. for about 45 minutes if any of the Council would be interested in visiting with them.
- Mr. Roberts invited Council to go by the All Sports Center to see how the inside is going. Since it is a construction site, they are requested to let someone know so they can have someone accompany them.
- Doug Baker advised that, on the 290 project, the contractor is going to try to finish this project in 26 months, rather than the 33-36 months that is allowed in the contract. He went over some timetables with Council.
- Mr. Roberts advised that the Stringer project is not part of the Webber contract but they will be letting the Stringer project contract in July and it will be done in conjunction with the overall 290 project.
- Fire Chief Boeker mentioned that you would not be able to turn left towards Houston from 577; you will have to go all the way down to 36 and make a u-turn and come back.
- Fire Department fish is Friday, the 15th.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC
City Secretary

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on April 21, 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
Councilmember Keith Herring
Council member Andrew Ebel
Councilmember Charlie Pyle
Councilmember Danny Goss

Members absent:

Councilmember Weldon Williams, Jr.

Others present:

City Manager Terry Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Administrative Assistant Tammy Cook, Chief Financial Officer Carolyn Miller, Christi Korth, Adam Griffin, Fire Chief Ricky Boeker, Assistant Police Chief Jay Petrash, Public Works Director Doug Baker, Leslie Kelm, Public Utilities Director Lowell Ogle, Community Services Director Wesley Brinkmeyer, Angela Hahn

Citizens present:

Page Michel, Clint Kolby, Luther Hueske, Gene Krupa, Willy Dilworth, Carol Doersom, Perry Thomas, Gary Kimball, Syd Falk

Media Present:

Arthur Hahn, Brenham Banner Press; Frank Wagner, KWHI

- 1. Mayor Tate called the meeting to order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilman Andrew Ebel**

3. Citizen Comments

Mayor Tate introduced Zachary Muehsler who is working on his Citizenship for the Community Merit Badge for Scouts.

4. Consent Agenda

Statutory Consent Agenda

4-a. Minutes from the March 24, 2011 Council Meeting

4-b. Second Reading of Ordinance No. O-11-003 Authorizing the Placement of a Stop Sign on Hasskarl Drive at its Intersection with Eleanor Drive

A motion was made by Councilmember Herring and seconded by Councilmember Pyle to approve Statutory Consent Agenda Items 4-a. Minutes from the March 24, 2011 Council Meeting and 4b. Ordinance No. O-11-003 Authorizing the Placement of a Stop Sign on Hasskarl Drive at its Intersection with Eleanor Drive.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

REGULAR AGENDA

5. Discuss and Possibly Act Upon the Authorization to Proceed with the Purchase and Installation of the Products and Items Necessary to Meet the Federal Railway Administration Requirements for the Implementation of a Quiet Zone from Kuhn Lane to Burleson Street

This item was presented by Public Works Director Doug Baker who advised that they are ready to begin the establishment of the Railroad Quiet Zone. Everything up to this point has been to fulfill the requirements; now they are ready to submit the Notice of Establishment, which is the final step. This is the point where you tell the various agencies that the train horns are to be silenced on a particular day.

Mr. Baker gave some information on what had been happening in the last few months. They have been doing as much as they can at all of the crossings but he reiterated that the only crossings that count in the Railroad Quiet Zone are at Salem Road, Industrial Boulevard, College Street and Second Street in addition to Vulcan Street, which will be closed. At some point in the future, some of the other crossings may count, as this is very fluid, but not at this point.

Mr. Baker advised that the County is piggy-backing with the City in the submission for the establishment of the zone. If they did not do this, Burluson Street would never qualify standing on its own because of the geometry. At Kuhn Lane and Salem Road, technically the track is in the county. He said some of the things that Gene Krupa, with BEFCO Engineering, is asking the City to do is to let the Railroad Administration, BNSF, etc., know that this is a joint submission. There is a resolution that will be submitted designating this as a joint submission.

Mr. Baker further advised that, in accordance with the requirements of the Train Horn Rule, a Notice of Establishment of a railroad quiet zone must be sent to the Federal Railroad Administration, TxDot, and BNSF at least 21 days prior to the date the train horns are to stop blowing. The notice can be sent prior to, during, or after the installation of the medians and signs. This involves determining a date when the horns are to stop blowing and having the improvements installed by that date. According to Jerry Martin, our contact person with the FRA, the cities and counties he has dealt with in establishing quiet zones make the improvements and submit the Notice in Establishment afterwards. Mr. Baker said that, without having installed any of the median products before, he do not know how long it will take to do the work. He and Leslie Kelm believe it can be done in about two months. However, if Council wanted to submit the notice before they began doing the work and therefore had to commit to a no-horn date today, he would feel comfortable with August 31st. He felt it would be better to follow Jerry's recommendation to do the installation and then submit the notice. By doing so, they believe the train horns can be silenced sooner.

Gene Krupa, with BEFCO Engineering, went over what will be included in the Notice of Establishment. He advised that they are meeting with the County on the following Tuesday to for them to adopt a letter saying the City will be the agent and authorizing BEFCO to submit on their behalf.

A motion was made by Councilmember Goss and seconded by Councilmember Pyle to approve the Authorization to Proceed with the Purchase and Installation of the Products and Items Necessary to Meet the Federal Railway Administration Requirements for the Implementation of a Quiet Zone from Kuhn Lane to Burluson Street.

Councilmember Goss said he had been involved with everyone concerned in this project and he felt he had picked it apart fairly well. He said his number one priority is the safety of our citizens. Second is the cost that the city would incur in this project and then all of the players involved; that everyone is on board and willing to participate. He is satisfied with where they are today with it and that ultimately this is going to be a large benefit to the citizens as far as quality of life goes in our city.

Mayor Tate asked Commissioner Hueske if the County was on board with this project. He stated that they were. He did know for sure if the item is on the agenda for their next meeting but that, if it is not, it will be for the one on the third.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

6. Discuss and Possibly Act Upon the Sale of a Tract of Land, Approximately 1,318 Square Feet in Size and Part of the A. Harrington Survey, A-55, being Part of Key's 1st Addition, to Stanpac USA, LLC and Authorize the Mayor to Execute any Necessary Documentation

City Manager Terry Roberts presented this item. He stated that the City owns a small tract of land, approximately 1,318 square feet, along Commerce Street adjacent to Stanpac USA. The tract once held a large bank of transformers used to supply power to the former Mt. Vernon Mills. As a result of renovations and remodeling, the transformer bank at that particular location was no longer needed and removed in favor of supplying power from other locations. This property is no longer needed by the City and can be disposed of. Stanpac is interested in acquiring it to facilitate a planned new loading dock area off of Commerce St.

The property has been appraised. City staff recommends the sale of this surplus tract to Stanpac USA, LLC at its appraised value of \$1 per square foot.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Ebel to approve the Sale of a Tract of Land, Approximately 1,318 Square Feet in Size and Part of the A. Harrington Survey, A-55, being Part of Key's 1st Addition, to Stanpac USA, LLC at the appraised value of \$1 per square foot 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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

7. Discuss and Possibly Act Upon Authorization to Sell the 2001 Ford Booster Truck and Designate the Proceeds as Matching Funds for the Purchase of a New Booster Truck through a Texas Forest Service Grant as Applied for by the Brenham Fire Department and Accepted by the City of Brenham

Fire Chief Ricky Boeker presented this item. He said the Brenham Fire Department membership applied, and been approved for, a grant thru the Texas Forest Service to replace our current Booster truck (B1). This truck was purchased by the members of the Fire Department in 2001 for about \$64,000 and given to the City. About 5 years ago the truck had some rust issues that we addressed and they have come back again. Instead of spending additional funds on the same problem we want to replace this truck because we feel it is a design issue that will not go

away. The grant will pay 90% of the actual cost not to exceed \$78,000 and we are estimating that the new truck will cost around \$100,000. We are asking that when we sell the current booster truck that we be able to use the selling price to make up the difference in the cost of a new vehicle with equipment. The current truck is in good shape except for the rust issue and we feel now is the time to trade/upgrade while the current truck still has some value for another department. There has been some interest from several local Departments on purchasing the current truck from us.

A motion was made by Councilmember Goss and seconded by Councilmember Pyle to Sell the 2001 Ford Booster Truck and Designate the Proceeds as Matching Funds for the Purchase of a New Booster Truck through a Texas Forest Service Grant as Applied for by the Brenham Fire Department and Accepted by the City of Brenham and approved by the City Manager and Fire Chief.

Councilmember Herring questioned whether they might get more money by going through GovDeals. Chief Boeker responded that he had been talking with Carolyn Miller about this. The pro side of selling it to one of the local departments is that they would know exactly how much money they would get without going through the bidding process on GovDeals. The city would accept sealed proposals.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

8. Discuss and Possibly Act Upon Ordinance No. O-11-004 Authorizing the Issuance and Sale of City of Brenham, Texas, General Obligation Refunding Bonds, Series 2011, In the Aggregate Principle Amount of \$7,730,000 and Awarding the Sale Thereof; Levying a Tax in Payment Thereof; Authorizing the Execution and Delivery of a Paying Agent/Registrar Agreement and an Escrow Agreement; Calling Certain Bonds for Redemption; Approving the Official Statement; Finding and Determining That the Meeting at Which This Ordinance is Passed is Open to the Public as Required by Law; and Enacting Other Provisions Relating Thereto.

Gary Kimball, of Specialized Public Finance, presented this item. He stated that he met with the Audit Committee in March and presented information related to the opportunity to advance refund a portion of the City's outstanding 2002 Certificates of Obligation and the 2001 General Obligation Refunding Bonds. The City would issue approximately \$7,730,000 in General Obligation Refunding Bonds and would recognize about \$525,000 in savings. This action would yield a net present value benefit of around 6.2 per cent. This would be taking the interest rate of 4.45 on the old bonds down to 2.59 on new bonds.

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to approve on its first reading Ordinance No. O-11-004 Authorizing the Issuance and Sale of City of Brenham, Texas, General Obligation Refunding Bonds, Series 2011, In the Aggregate Principle Amount of \$7,730,000 and Awarding the Sale Thereof; Levying a Tax in Payment Thereof; Authorizing the Execution and Delivery of a Paying Agent/Registrar Agreement and an Escrow Agreement; Calling Certain Bonds for Redemption; Approving the Official Statement; Finding and Determining That the Meeting at Which This Ordinance is Passed is Open to the Public as Required by Law; and Enacting Other Provisions Relating Thereto.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

Due to the delay in arrival of one of the presenters in Item 9, Mayor Tate advised that they would move into the Work Session.

WORK SESSION

10. Presentation by Bickerstaff Heath Delgado Acosta, LLP and Discussion of the Initial Assessment Regarding the Need to Redistrict the City Councilmember Wards Based on Recently Issued 2010 Census Data

City Manager Terry Roberts presented this item. He introduced Syd Falk, with the Bickerstaff Law Firm, who would go over the Initial Assessment considering 2010 Census data. Mr. Falk introduced his associate, Josh Katz. Mr. Falk stated that he wanted to talk about the law that applies to redistricting, some practical things along the way, including the adoption of two suggested resolutions, and finally the actual population and demographic numbers of the City according to the census.

Mr. Falk talked about why the City needs to re-district. The U.S. Constitution requires that members of an elected legislative body be chosen from districts of substantially equal population and applies to city councils. Exact equality of population is not required, but a “total maximum deviation” of no more than ten percent in total population between the most populated and the least populated city councilmember district based on the most recent census should be achieved. This maximum deviation of ten percent constitutes a rebuttable presumption of compliance with the one person-one vote requirement. If a city’s councilmember districts do not fall within the ten percent maximum deviation, the city is at substantial risk of being sued for violation of one person-one vote standards, and it would have little if any defense to the suit. The deviation shown in the data for the City of Brenham is 14.23 per cent, which is above the amount allowed by law. Mr. Falk went over the type of information that is gathered by the census and how it can be used in the redistricting process.

Mr. Falk then spoke about the main sets of legal issues. There is the role of the Department of Justice in the redistricting process as well as two other legal principles that apply.

Mr. Falk went on to describe the role of the Department of Justice. Section 5 of the Voting Rights Act is the part of the act that says political subdivisions shall pre-clear any changes in voting practice, procedure, or standard. For example, if you change polling locations, it must be pre-cleared. If you change from a paper ballot to a machine ballot, it must be pre-cleared. The important thing about pre-clearance is that you cannot implement the change until and unless it has been pre-cleared.

Mr. Falk went on to say that there are two ways to get pre-clearance. By far the simplest, and usually least expensive way, is to apply to the DOJ for that pre-clearance. You do what is called a pre-clearance submission, they do a detailed administrative review, and will approve or disapprove your proposed new plan. The DOJ maintains a full-time staff that, during redistricting time, does nothing but that.

The other alternative is to go a special Federal court in the District of Columbia. The Act specifically says that is the only other alternative. It is a special three judge Federal District Court. It is a court case and, as such, it is slow and expensive since it is in Washington.

The main thing the DOJ is going to look at in the submission is “retrogression”. This means they are going to look at the new plan proposed and compare it to the existing plan and ask whether or not the new plan has reduced the relative strength of minority voting in any of the districts to a degree that could have been avoided.

Mr. Falk said the legal standard has two prongs to it. You are obligated to show that your proposed plan neither has a purpose of discrimination nor the effect of retrogression. In order to make that comparison, they have to have a benchmark plan, which is your current plan with the new census data. He went over the contents of the pre-clearance submission. He reminded Council that DOJ will object to the plan that is proposed if they believe there is an alternative plan that is less retrogressive. The burden will be on the City to convince DOJ that the plan they have adopted, and proposing for pre-clearance, is minimally retrogressive or, if it retrogresses more than an alternative plan, that the City has a legitimate and good reason for doing so.

Section 2 of the Voting Rights Act is the general anti-discrimination provision. There are a number of procedures that can violate Section 2 but the two the courts have focused on in redistricting are “cracking”, sometimes called “fracturing”, and “packing”. “Cracking” is the practice of taking a numerically significant group of minority voters and splitting them into sub-groups and putting them into different districts in order to minimize their voting clout. “Packing” is the opposite; it is taking a fair number and putting them in one district in order to minimize their ability to elect or influence elections significantly in other districts.

Mr. Falk went on to discuss how far you have to go to avoid retrogression and avoid Section 2 liability. He stated that there is a limit and he explained a court case that supported that.

Mr. Falk said there are certain guidelines they are recommending the city adopt to ensure fair and adequate public participation in the redistricting process. They are also recommending

certain criteria that the City may require all redistricting plans to follow. These criteria generally tract the legal principles that the courts and DOJ have found to be appropriate elements in sound redistricting plans.

Mr. Falk went back over the process that will take place in working on redistricting. He advised that the DOJ has sixty days after it receives the submission to either approve it or reject it so that needs to be kept in mind if redistricting is to be completed in time for the election process for 2012. Because DOJ can ask for more information and then have an additional sixty days to act, Mr. Falk says they are suggesting more of a buffer than just counting back sixty days from February.

Mr. Falk said the City is getting its Initial Assessment today; the next is to develop their illustrative plans; next is Public Hearing(s); adopt a plan and submit the preclearance; goes through the preclearance process. The target date for adopting that final plan and being sure that there is plenty of time to deal with DOJ is sometime around the beginning or middle of August.

Mr. Falk then went over all of the census numbers to be considered in this redistricting process. Councilmember Goss asked if, when you have a university in an area that is overpopulated, that is taken into consideration compared to other areas. Mr. Falk responded that is part of the population that is counted. Census data does not distinguish where people are registered to vote.

ADJOURNED WORK SESSION

RE-OPEN REGULAR SESSION

11. Discuss and Possibly Act Upon Resolution No. R-11-004 Adopting Criteria for Use in the 2011 Redistricting Process

A motion was made by Councilmember Herring and seconded by Councilmember Goss to approve Resolution No. R-11-004 Adopting Criteria for Use in the 2011 Redistricting Process.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

12. Discuss and Possibly Act Upon Resolution No. R-11-005 Establishing Guidelines for Persons Submitting Comments and Specific Redistricting Proposals

A motion was made by Councilmember Goss and seconded by Councilmember Ebel to approve Resolution No. R-11-005 Establishing Guidelines for Persons Submitting Comments and Specific Redistricting Proposals.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

9. Discuss and Possibly Act Upon the Acceptance of the 2010 Audit of Washington County Appraisal District by Seidel, Schroeder & Company, Approval of a Request to Spend up to \$20,000 for new Computers from Retained Funds Leaving a Reserved Funds Balance of \$140,000, Approval of a Request to Retain Accumulated Excess Funds in the Amount of \$59,929 with the City of Brenham's Portion being \$6,598 and Approval of the Accounting Methodology for these Funds

Washington County Appraisal District Chief Appraiser Willy Dilworth presented this item. He stated that Seidel, Schroeder & Company has completed the audit of the Washington County Appraisal District's (WCAD) for the fiscal year ending August 31, 2010 and they found no discrepancies.

A motion was made by Councilmember Pyle and seconded by Councilmember Herring to approve the Acceptance of the 2010 Audit of Washington County Appraisal District by Seidel, Schroeder & Company.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Abstain

Mr. Dilworth is asking the taxing units to approve WCAD spending up to \$20,000 for new computers from retained funds leaving a reserved funds balance of \$140,000 and approval of a request to refund accumulated excess funds in the amount of \$59,929 with the City of Brenham's portion being \$6,598 to be applied to its share of the 2011-2012 budget.

A motion was made by Councilmember Pyle and seconded by Mayor Pro Tem Nix to approve the request to spend up to \$20,000 for new computers from retained funds leaving a reserved funds balance of \$140,000 and the request to refund accumulated excess funds in the

amount of \$59,929 with the City of Brenham's portion being \$6,598 and approving the Accounting Methodology for these funds.

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 Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Absent
Councilmember Danny Goss	Yes

13. Administrative/Elected Officials Report

- City Manager Terry Roberts reminded everyone about the 290 groundbreaking the next morning
- Mr. Roberts also reminded everyone about the Junior Mentoring at 4:00 p.m.

Council adjourned into Executive Session at 2:34 p.m.

EXECUTIVE SESSION

- 14. Texas Government Code Section 551.071 – Consultation with Attorney – Executive Session for the Purpose of Consultation with Legal Counsel Regarding the City's Redistricting Obligations**
- 15. Texas Government Code Section 551.071 – Consultation with Attorney – Executive Session for the Purpose of Consultation with City Attorney Concerning Legal Matters Related to the Henderson Park Lift Station Rehabilitation Project**
- 16. Texas Government Code, Section 551.071 – Consultation with Attorney Regarding Pending Litigation: Cause No. 34262, Randall L. Patterson v. City of Brenham, in the 21st Judicial District Court of Washington County, Texas**

Executive session adjourned at 3:45 p.m.

RE-OPEN REGULAR SESSION

- 17. Discuss and Possibly Take Action as a Result of Executive Session Regarding Pending Litigation: Cause No. 34262, Randall L. Patterson v. City of Brenham, in the 21st Judicial District Court of Washington County, Texas**

No action was taken.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC
City Secretary



AGENDA FORM

DATE OF MEETING: May 5, 2011	DATE SUBMITTED: April 29, 2011	
DEPT. OF ORIGIN: Community Services	SUBMITTED BY: Wesley Brinkmeyer	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Presentation and Update on the Brenham Heritage Museum		
<p>SUMMARY STATEMENT: The Brenham Heritage Museum has been strategically planning their next steps in the renovation of the Museum. In that process, they have determined that updates to the physical facility will be needed. They will be at the Council meeting to provide an update on the Museum and future plans. There is no request for funds of the City for the project.</p> <p>Museum board members, staff, and representatives from Keese & Associates will be in attendance to answer any questions.</p> <p>History Snapshot on the Facility: In 1991, the City of Brenham agreed to enter into a lease agreement with the Brenham Heritage Museum. This was done to allow the Heritage Museum to take occupancy in the former post office, which is a federal building. Due to federal stipulations regarding who the premises could be conveyed to, the Heritage Museum and the City of Brenham agreed to an annual lease agreement. The agreement stipulates that the premises must be used as a Museum, and allows the City to be the owner of the property and have very limited expectations as lessor.</p> <p>A bound copy of the Building Evaluation Report developed by Keese & Associates has been distributed to the Mayor and City Council Members. This report is on file for review in the City Secretary's Office.</p>		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):		
A. PROS:		
B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: (1) Talking Points For Brenham City Council Meeting 05.05.11		

FUNDING SOURCE (Where Applicable): N/A

RECOMMENDED ACTION: Discussion Only

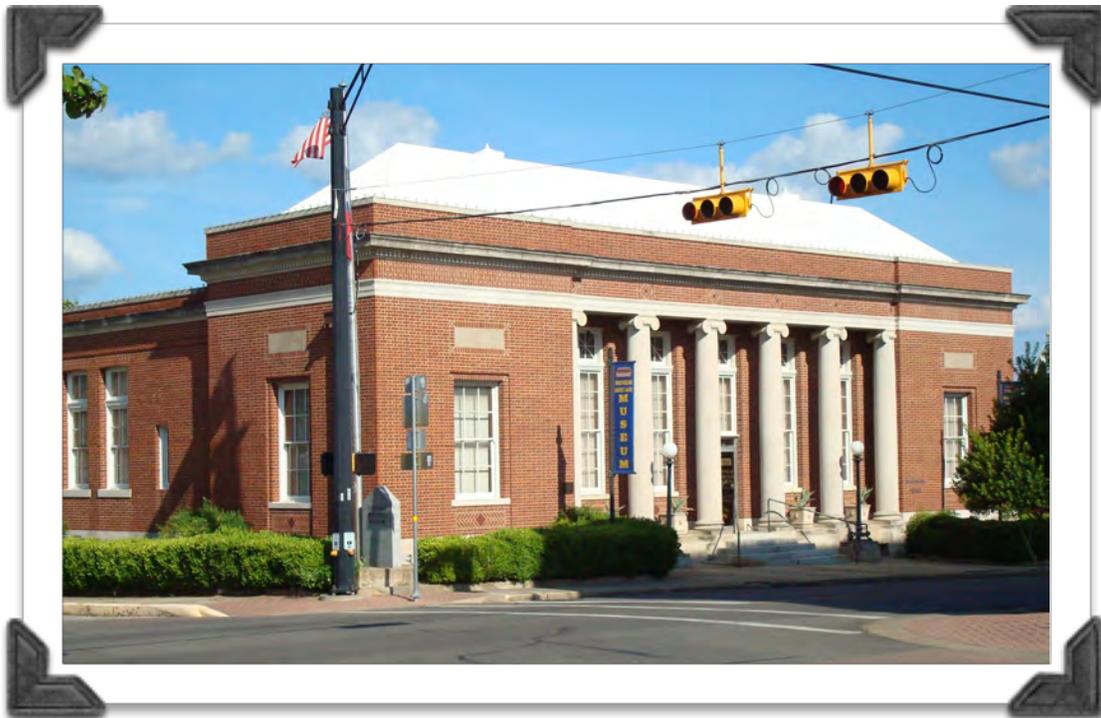
APPROVALS: Terry Roberts

Building Evaluation

For

Brenham Heritage Museum

Brenham, Texas



Presented By
Keese & Associates
Architecture
Brenham, Texas
January 5, 2011

Executive Summary

In November 1916 this photo shows the former U.S. Post Office under construction. A very impressive building in Brenham, Texas.



94 Years later, in December 2010 this photo shows the U.S. Post Office in Brenham, Texas, and still a very impressive building, and now houses the Brenham Heritage Museum.



Summary Statement

The old U.S. Post Office, now the Brenham Heritage Museum is in good condition and we recommend it be rehabilitated for the continued use as a museum. The following report will detail the building conditions and work needed to facilitate its continued use.

Photo History of the Building Construction



Foundation / Basement

Construction of the concrete footings and basement walls are in-place and masonry work on walls is under way. Basement is approximately 10 feet below grade level. This view is looking North on the site.



First Floor Framing

This shows the steel framing being installed at the first floor and the upper steel framing being installed. The first floor frame consists of steel beams encased in concrete. This was done for fire protection.



Steel Framing

First floor steel framing being installed and masonry walls with window frames being installed.



Corner Stone Installed
Masonic lodge laying the corner stone as military band plays.



Exterior Near Completion
The building masonry, window frames, and roof are complete.



Exterior Complete
The exterior building is complete with rear mailing vestibule installed.

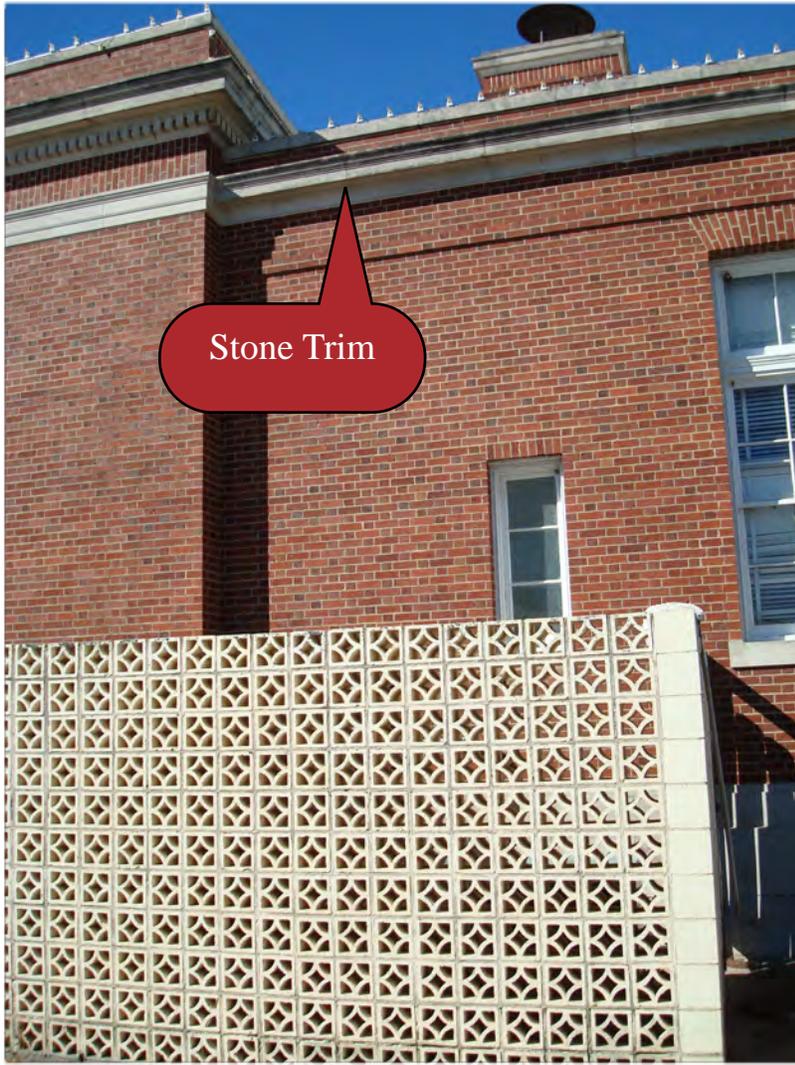
Building Envelope Study

Exterior Walls



Masonry Walls

Typical first floor walls are constructed of brick masonry. The bond pattern of the brick is “flemish bond”. This means that in every other course of brick one brick is turned perpendicular in the row to interlock with the other rows of brick. This type of pattern is very attractive and one of the strongest masonry bond patterns. The building exterior has several other brick patterns which make the building a great example of brick in architecture. Only highly skilled craftsman are able to produce this type of work. The building is an outstanding example of masonry work.



Masonry Wall

The walls are clean with some stains on the belts courses and wall cap.

The decorative screen wall was added in the 60's to conceal the air conditioning equipment.



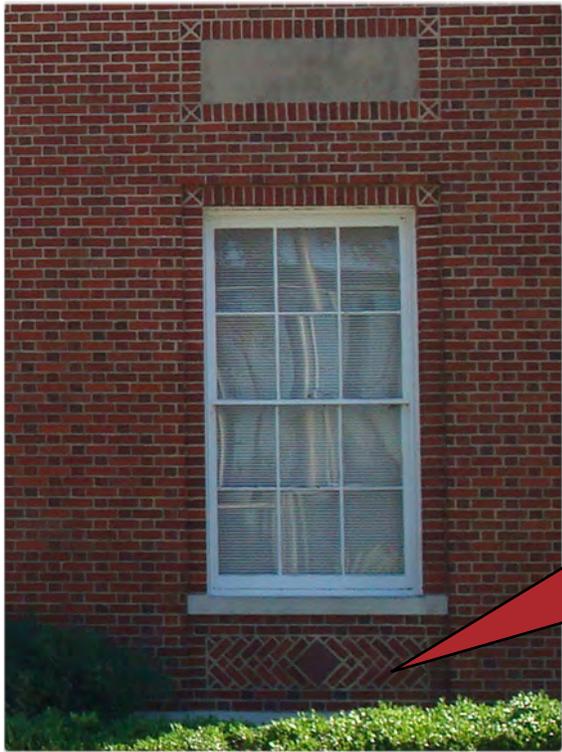
Masonry Walls

Walls show little evidence of cracking or deterioration of brick or mortar joints.

This is most likely because of the strict design requirements of the U.S. Treasury Department and its Architects.



Arched
Solider
Course



Brick
Pattern at
Windows

Masonry Walls

This wall shows several brick patterns, belt courses, splayed headers over windows, and stone window sills. Again, notice there are no wall cracks.

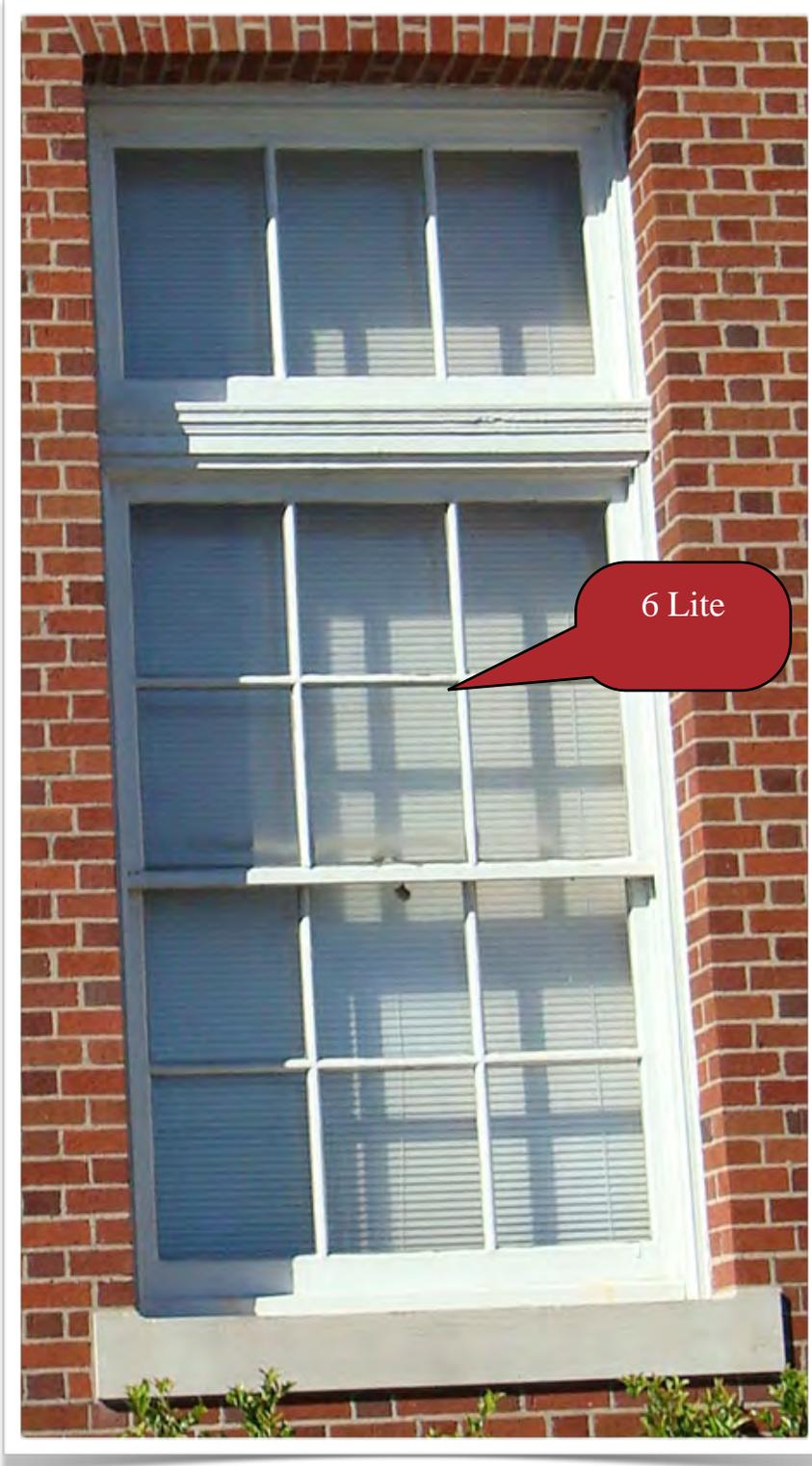


Masonry Wall

The exterior walls have been modified in two locations. As shown in this photo an exterior downspout was installed. This installation was done by cutting a hole in the side wall of the building and installing new drain piping from the roof drain to the exterior of the wall. Further investigation is needed to discover the reason for this change in the roof drain system.

The basement well is to provide light and ventilation for the space below grade.

Windows



Exterior Condition

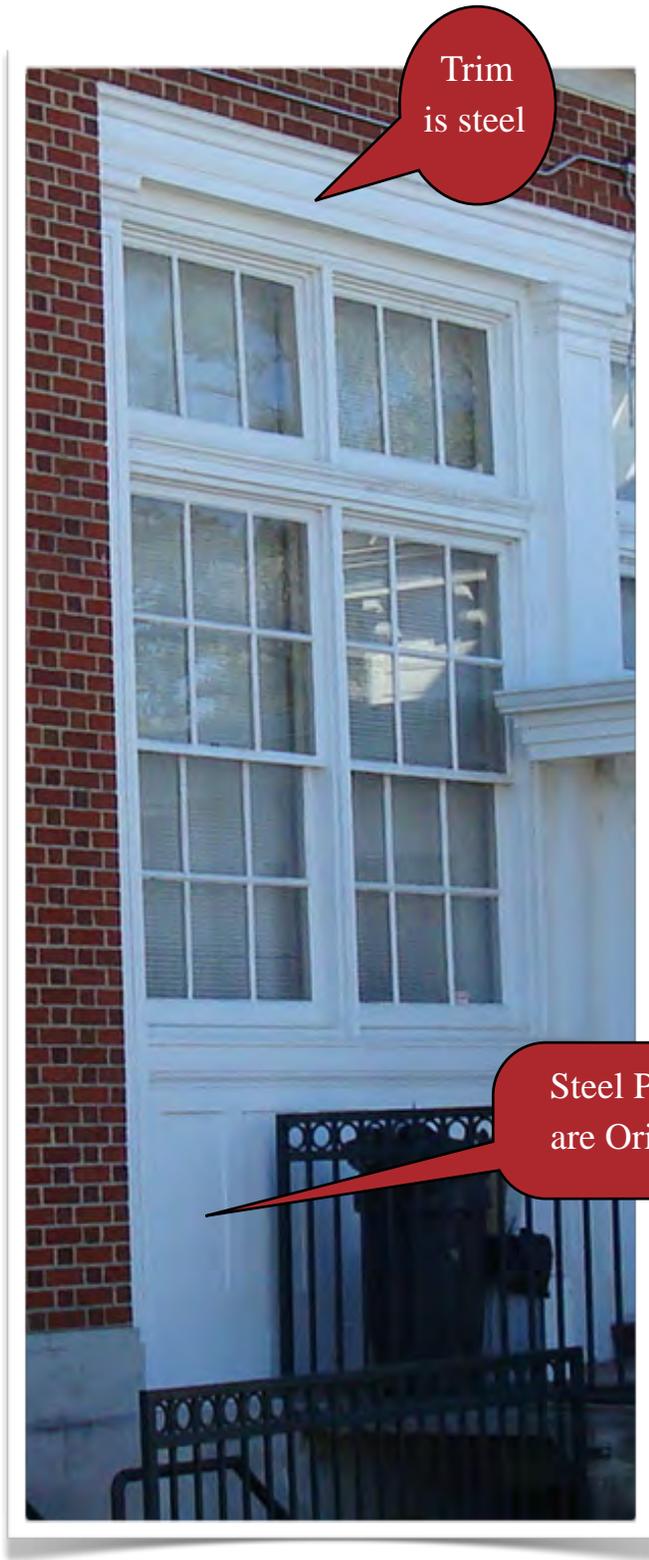
Windows are wood frame with fixed and operable double hung sashes. Glazing is single pane clear glass. The lite pattern is 6 over 6. This refers to the 6 panes of glass in the top sash and 6 panes in the lower sash.

Frames are in good condition with several coats of paint. One concern will be if lead paint was used on the exterior of the windows. A lead paint test will be required before construction can begin. If lead paint is discovered, it must be removed by a licensed contractor.

Many of the windows operable sash have been fastened at the center mullion to prevent them from opening.

The window sill is stone and is in very good condition.

Restoration construction should include removing old paint, replacing broken glass, replacing any damaged wood, and repainting.



Rear Windows

Windows at the rear of the building are similar to others in the building with the addition of decorative column trim. The wainscot below the windows was fabricated from plate steel and is installed to appear as if made from wood.

Roof

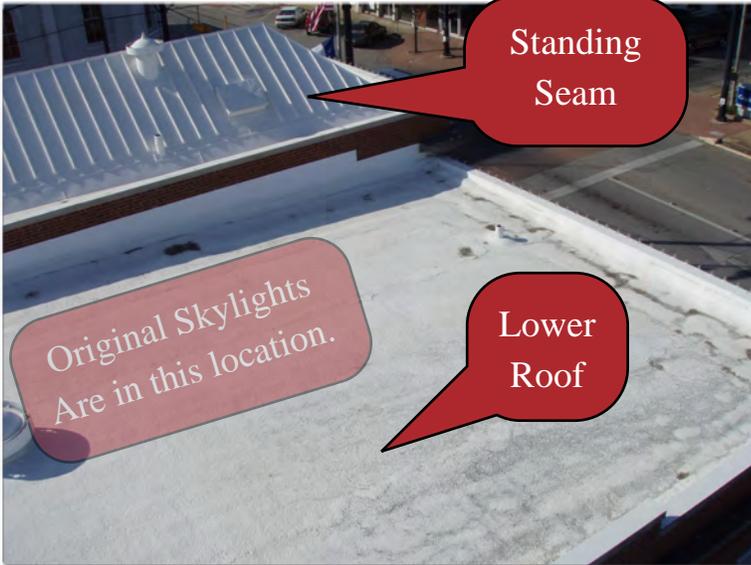


Front Windows

Windows at the front of the building are similar in construction to others with exception of the windows being tall and slender to enhance the architecture.

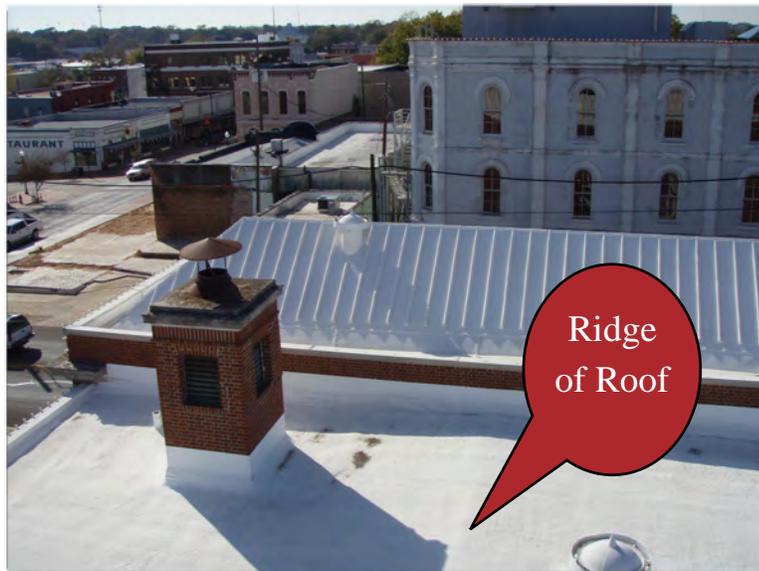
Windows are in good condition and should receive the same reconditioning as other windows.

The lower windows are a variation of the 6 over 6 pattern as used at other windows.



Existing Roof

This photo shows the existing roof membrane installed on 2007. It is a foam-in-place system. The installed thickness of foam is 1-inch with coatings on top of foam for protection. The foam was applied to all roof surfaces, including the standing seam roof. It appears that the standing seam roof is copper. The existing roof membrane has covered the original skylights.



Existing Roof

This photo shows the roof near the boiler chimney. Also note the ridge of the roof is offset from the center of the building. This is indicated in the original photos of the construction.



Existing Standing Seam Roof

This photo shows the standing seam roof and how it slopes to a trough gutter. Condition of the trough gutter is good. The trough gutter was replaced in 1993 by Schubert's Sheet Metal of Brenham.



Existing Roof Drain

This photo shows the existing roof drain screen. The two drains at the front of the building roof have been modified to attach this drain to a thru-wall downspout as shown on exterior photos. More investigation is needed to determine why this work was done and possibly restore to original condition.



Existing Roof - Front of Building

Existing standing seam roof and trough gutter are in good condition.



Existing Roof

This photo shows the upper standing seam roof and the wall transition to the lower roof. *Note: the original skylights have been covered with the existing foam roof at the lower roof.* The condition of the wall separating the two roof surfaces is in good condition.

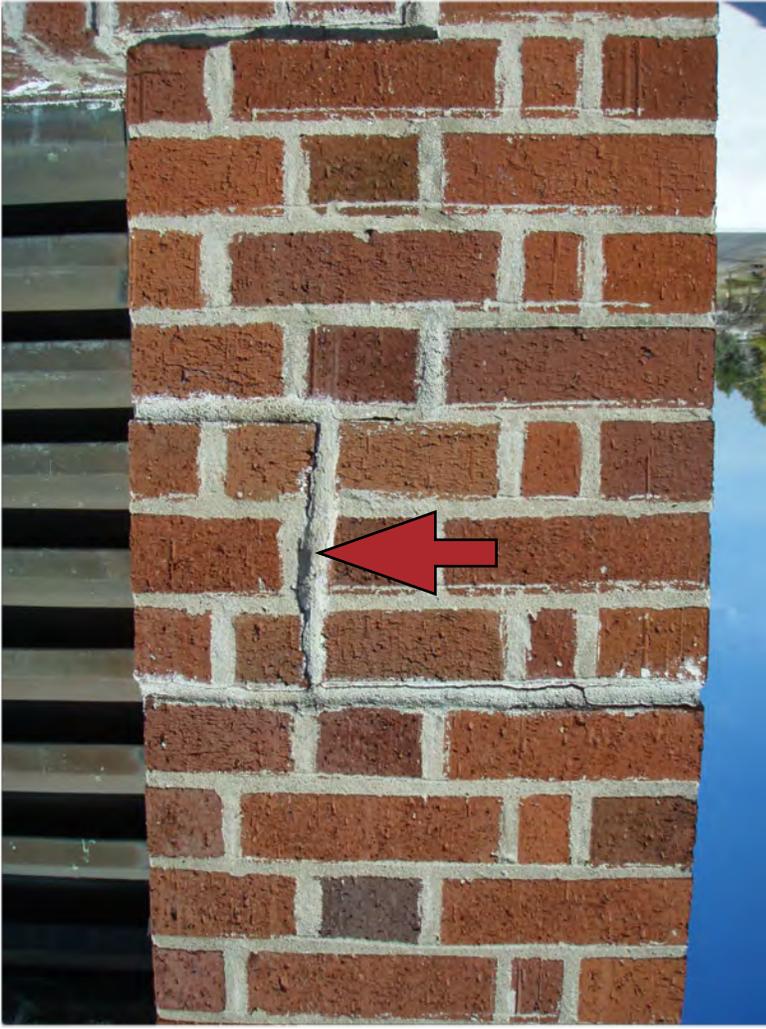
If original skylights are to be restored it would be recommended to remove the foam roof and install more insulation at the roof deck and install a new modified bituminous roof membrane and consider restoring the copper standing seam roof. Generally, foam roof coverings are good if maintained. If the protective coating over the foam is broken, the sun will deteriorate the foam and cause the foam to hold water.



Existing Vent At Chimney

This photo shows the metal louver at the chimney. The green color at the top indicates the metal is copper, typical for this type of building and a good indicator that the standing seam roof was also copper.

Original
Louver at
Chimney



Existing Chimney

This photo shows a brick crack at the chimney. This is not typical for this building since no other wall cracks were found. Also the crack appears to have been caused by outside forces since the crack is vertical and a section of three brick are not in align with bricks above and below. This can easily be corrected.



Existing Roof At Elevator Room

This photo shows the new roof at the elevator space and the rear entry. The standing seam roof is steel and the lower roof is modified bituminous. Both are in good condition.



Existing Wall To Roof Condition

This photo shows the North wall from the building top wall and the stone trim below. The brick, mortar, and stone trim are in good condition. The only work needed is a general cleaning of masonry work.

Mechanical System



Existing Heat Vent and Air Conditioning

This photo shows the air conditioning duct running into the overhead space which was the original postal inspectors “lookout”. Presently the ducts run inside this space. I recommend relocating the ductwork and using the overhead lookout as a display to show visitors what the space was used for in the old post office.



Existing HVAC Units

This photo shows the existing HVAC units which are in good condition. Because of their placement and return air locations in the exit corridors, I recommend relocating the units when the basement floor is redesigned

Air Handler #2 is a Trane
Model # LPCAE08E2F5D000103FAUA
Serial # T06L59384
Refrigerant - R-22
Hot Water Coil

International Building Code requires 20/ cfm of fresh air to be provided to the air handling units. None is provided. This does not meet building code.



Existing HVAC Unit

This photo shows the existing HVAC unit in the basement and the patch work of wood studs and poorly done sheetrock work. Also notice the return air grille is in the floor above and was cut through the concrete. The grille is not rated for floor loads.

Air Handler #1 is a Carrier
Model # 39LF18AA-D4CDNS-A9
Serial # 3604F57205
Refrigerant - R-22
Hot Water Coil



Existing Boiler

This photo shows the boiler in the basement. Boiler has a capacity of 511,500 BTU/Hr and was installed in 2008. The existing unit replaced a similar unit that is still in the boiler room.

Model # 0133-4001 Repack

Serial # 981254950

Texas Boiler # 222203

International Building Code section 1014.3 states:

Boiler room / furnace rooms must have two exits if over 500 Sq. Ft and 400,000 BTU/hr or more.

The existing space does not meet building code.



Existing Condensing Units

Condensing units for the air conditioning units are located outside the building on the South side near the drive.

Condensers # 1 & 2 are Trane Xe 1000
Manufactures Date - 1996

#1: Model # TWR060C100A2

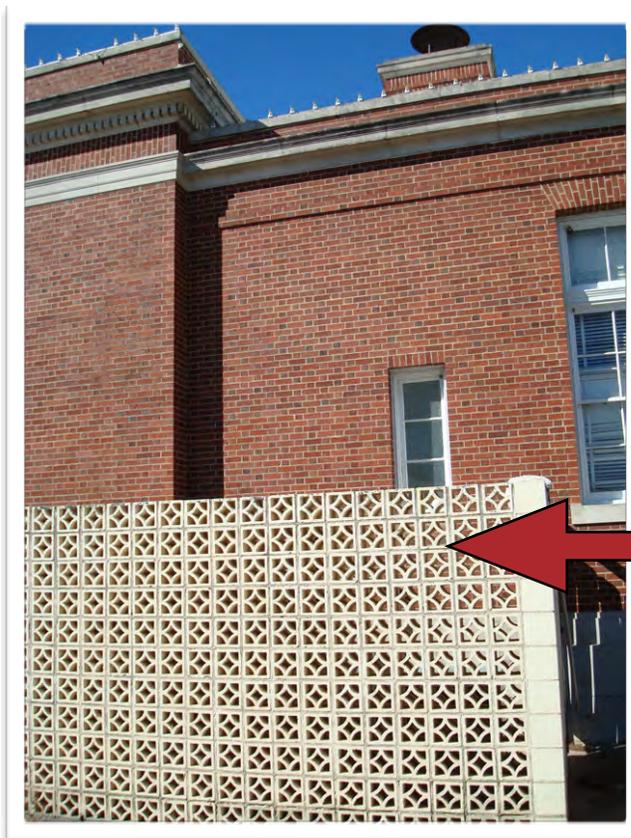
#2: Model # TWR060C100A2

#1: Serial # L401E0YHF

#2: Serial # L401JRXHF

Refrigerant -R-22

230 Volts



Existing Condensing Units

Other condensing units are located behind the screen wall on the South side of the building.

Condensers #3 & 4 are Commercial
Comfort

#3: Model # CAC120HAB

#4: Model # CAC120HBA

#3: Serial # Not available

#4: Serial # E042141746

R-22

208 Volt 3 phase

One additional condenser is in this space and appears not to be in use.



Return Air Grille

International Building Code section 1016.4; states:

Exit access corridors may not serve as air return or supply duct.

The existing return does not meet building code and must be relocated.



Meter Base

This disconnect panel is duplicate and not needed.

Service Panels

Existing service is in the basement and has been modified. Note the meter base has been by-passed and the meter for the building is now located at the transformer in the rear of the lot. Three phase service is supplied to the building.

This will need to be addressed on the new work to comply with building code.



Existing Panels

This photo show new panels installed in the basement for fire alarm and other services.

Electrical



Existing Panels

This photo shows the new panel added for the elevator power.



Plumbing drain and supply

This photo shows the existing drain and water supply entering the building at the basement level.



Original Plumbing Fixtures

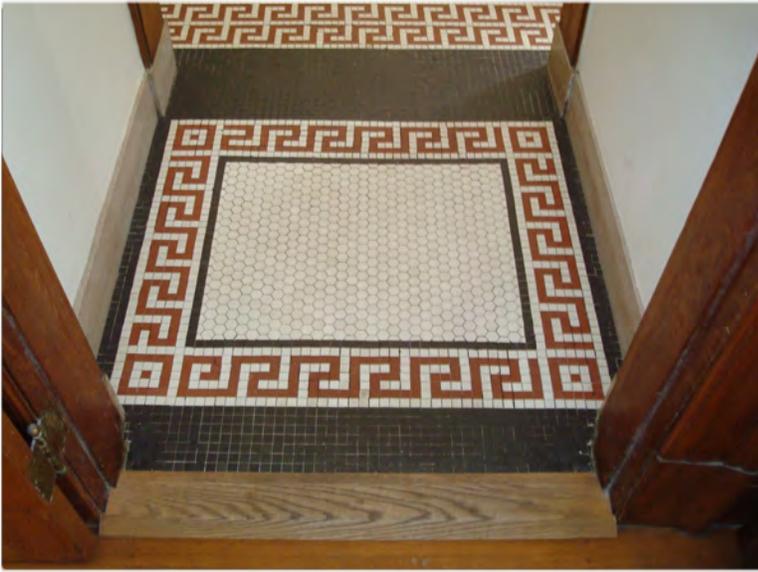
This photo shows the original mens restroom facilities located in the basement. These facilities were used by postal carriers. Note all water lines are exposed and are copper.

Plumbing



Existing Women's Restroom

This photo shows the existing women's room. The restroom does not meet ADA accessibility requirements. New work should consider moving the restroom and making it larger.



Tile Work

Ceramic tile floors are typical in the lobby of the building. This photo shows the pattern used throughout the lobby. The tile is in good condition but will need re-grouting in some areas. The pattern is “Greek Key” and is used in many public buildings.



This was the line of the original front door.

Front Entry

This photo shows the existing front building entrance. This was not the original entry. Original plans show the entry door set back and possibly iron gates at the exterior of the building where the existing aluminum door is now. The existing tile along the black line is not original and can be measured to reveal that it is not the same size as the original black tile along either side.

The original building had some type of window on this line at each side of the door way.



Existing Wood Floor

This photo shows the wood floor that was original to the work room area of the post office. This floor is installed above the structural steel and concrete floor system. The wood floor was typical in post offices due to the time workers spent on their feet each day. The floor is in good condition.



Terrazzo and Marble Floor

Typical restroom floors were terrazzo with a marble border and base as seen in this photo. These floors are in good condition and should be restored.

Marble border
and base.

Terrazzo
Floor

Interior Finishes



Plaster Walls and Ceilings

Existing cement plaster walls and ceilings are in good condition. Restoration work should include some patch work and new paint.

Only two windows are exposed on the inside.



Window Covered

Original window on the South side of the work room has been covered by walls and the ceiling dropped to create the existing restroom. The restroom is not accessible and it is recommended that the restoration include removing the walls and ceiling in this area to uncover the window.



This photo shows the original surveillance ports used by the Post Office.

Surveillance Ports

This photo shows the original surveillance ports used by the Postal Service to maintain efficiency of operations and to prevent postal theft. The overhead area that the ports are located in is called a “hanging lookout”. The lookout ports are located throughout the building from the basement to the top floor. It is recommended that this feature of the building be part of the museum display to show the building history.



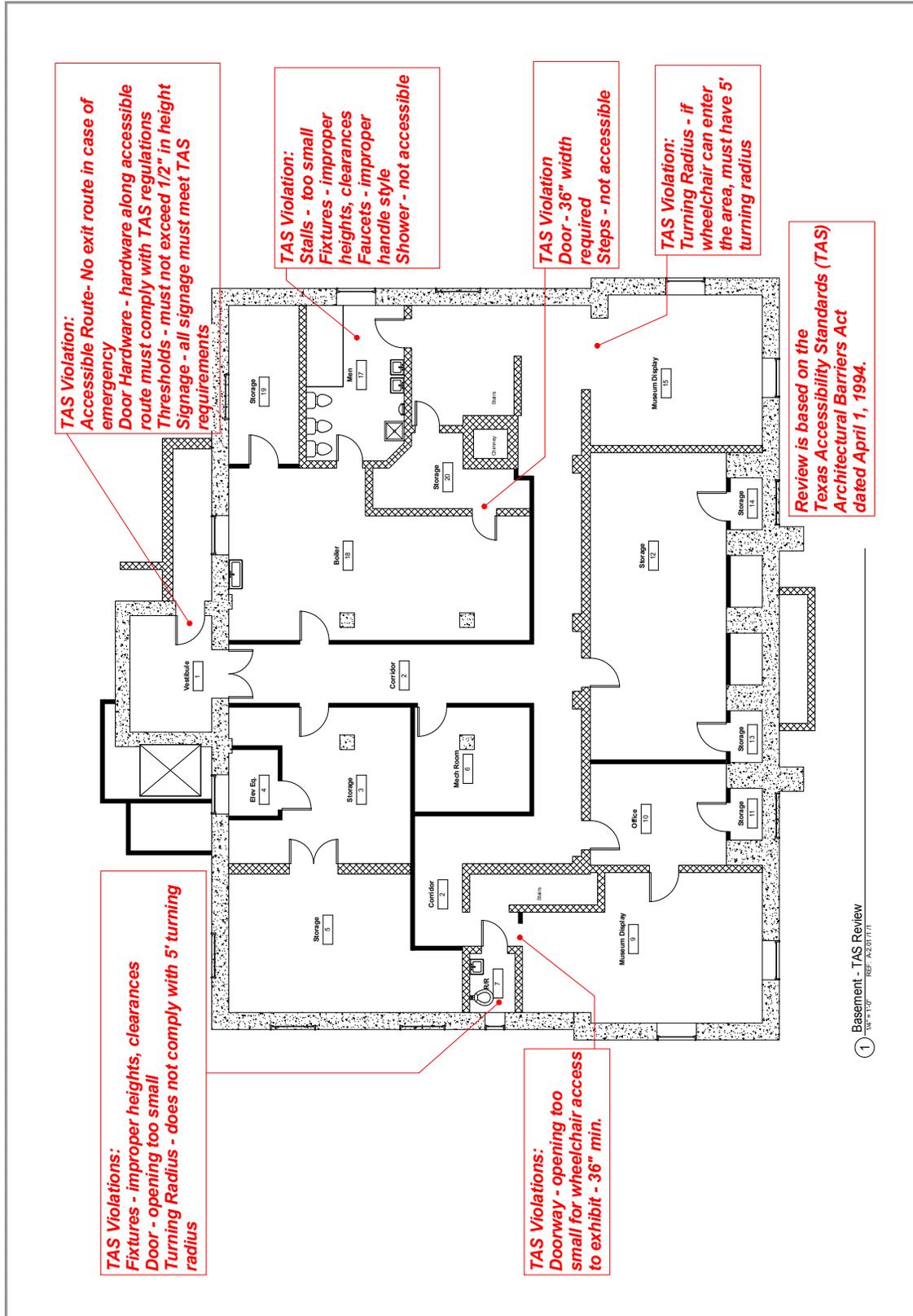
Peep Hole

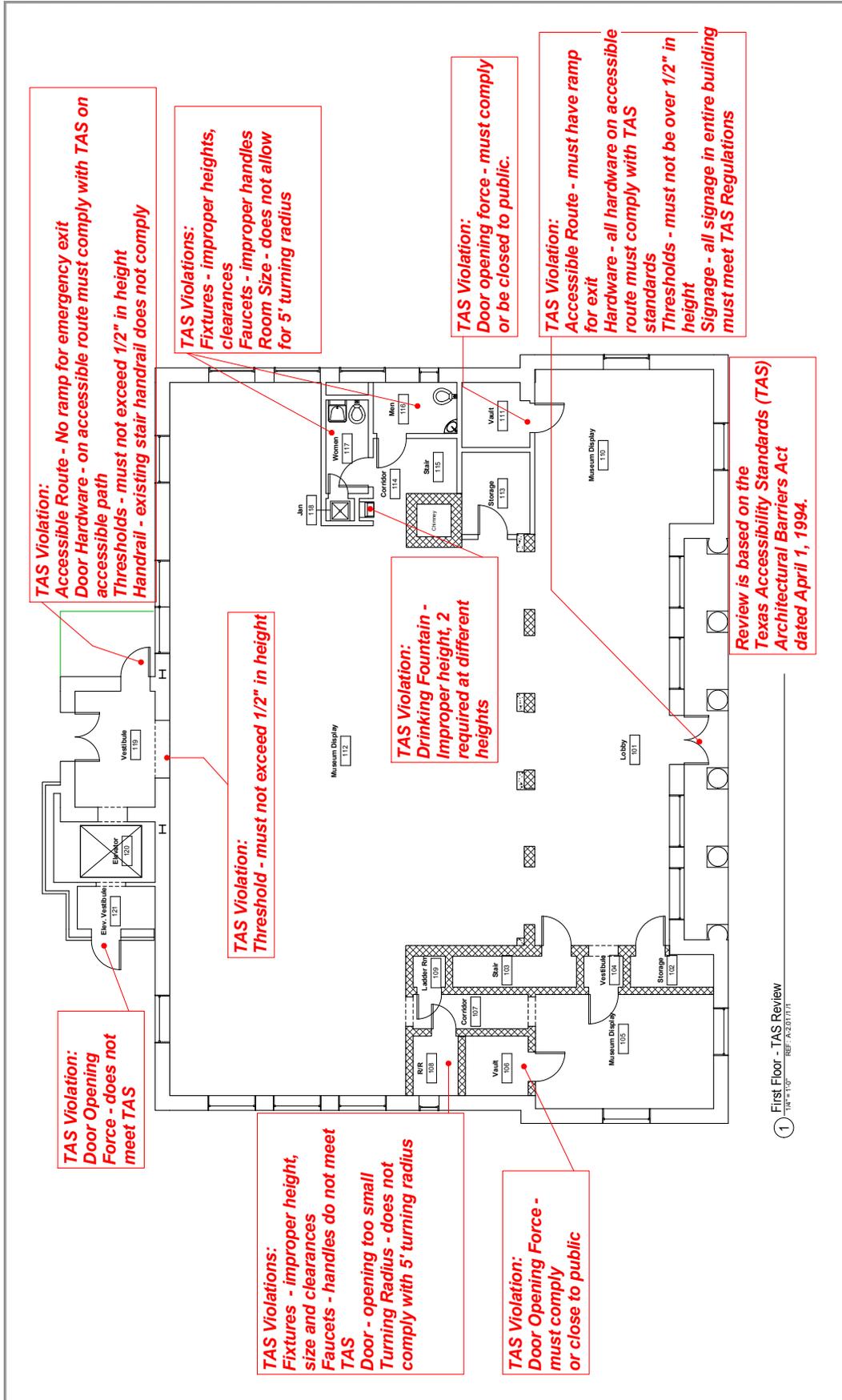
Surveillance Ports

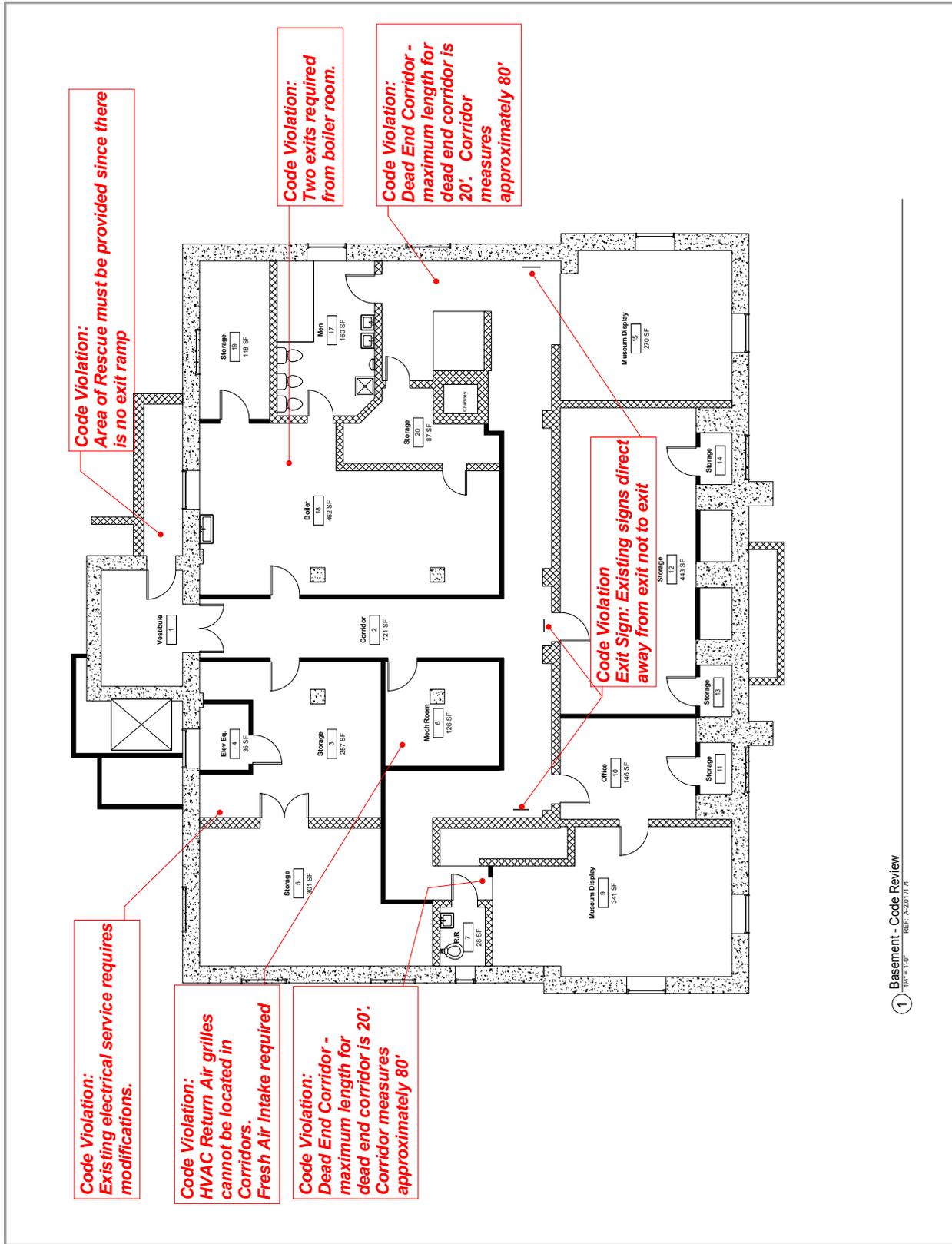
This photos shows the round holes in the bottom of the hanging lookout. These were typical in post office construction and labeled and use by postal inspectors as a “peep hole” to monitor workers.

The intent at the time was to improve efficiency in the postal operation by monitoring the work of employees.

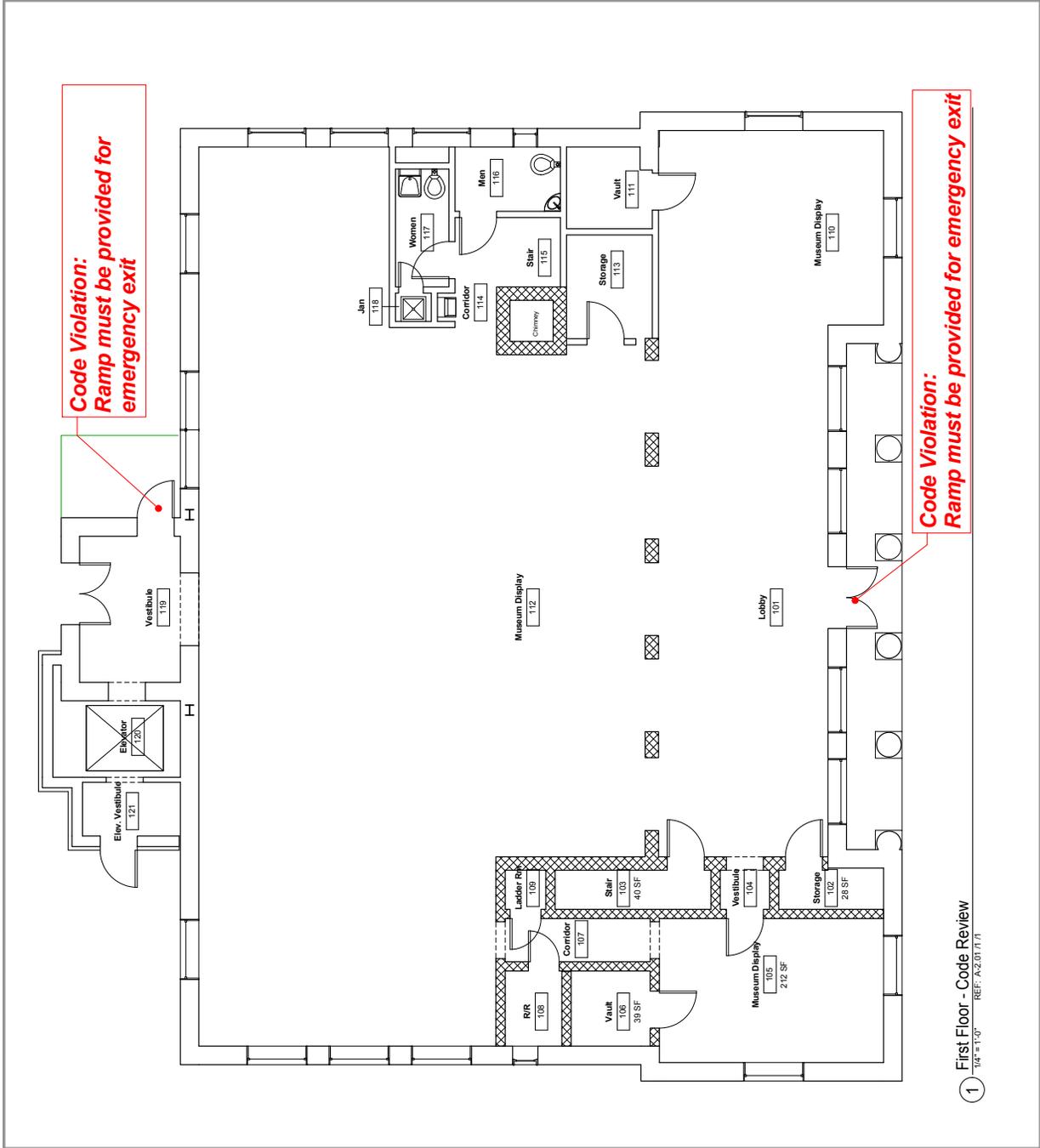
Accessibility and Codes







1 Basement - Code Review
 10/27/17 REF: 020117



**Code Violation:
Ramp must be provided for
emergency exit**

**Code Violation:
Ramp must be provided for emergency exit**

1 First Floor - Code Review
1/4" = 1'-0" REF: A-2.01.11.11



BRENHAM HERITAGE MUSEUM

HISTORY • ART • CULTURE • HUMANITIES

The mission of the Brenham Heritage Museum is to foster the history, art, culture and humanities of the Brenham-Washington County, TX region.

.....

2010-2011 BOARD OF DIRECTORS

- George Alexander
- Dr. Henry Boehm
- Bess Burch
- Eric Berg
- Peter Emerson
- A.B. Henderson
- Joycine Hanath
- Gloria Nix
- Beth Rothermel
- Dr. Larry Watson

EXECUTIVE COMMITTEE

- Zeb Heckmann, Chairman
- Kay Sanders, Vice-Chairman
- Bonnie Talley, Secretary
- Bill Kaminer, Treasurer
- Eddie Harrison, Parliamentarian

Rachael Greve,
Museum Director

.....

The Brenham Heritage Museum is a chartered 501(c)3 non-profit organization.

• P.O. Box 1122 •
Brenham, TX 77833
(979) 830-8445

TALKING POINTS FOR BRENHAM CITY COUNCIL MEETING 05.05.11

- **INTRODUCTIONS & NOTE OF APPRECIATION**

Zeb Heckmann, BHM Chairman

- **MUSEUM RENOVATION PROJECT OVERVIEW & STATUS REPORT**

Rachael Greve, Museum Director

-Micro History of the Project (2000-Present)

-Necessity of the Renovation (Museum Attendance, Revenue & Community Response)

-Board Actions to Present Day (Engagement of Original Exhibits Firm, Hiring Preservation Architect, "Task Force" Meetings, Fundraising & *Building Survey Report)

-Next Steps (Formalize Exhibits Firm Contract, Continue "Task Force" Meetings, Establish Project Timeline, Publish Press Release, etc...)

- ***BUILDING REVIEW & ARCHITECTURAL SURVEY REPORT**

Charles & Nelda Keese, Keese & Associates

- **QUESTIONS & COMMENTS**

Council Members

Estimated Time: 20 minutes



AGENDA FORM

DATE OF MEETING: May 5, 2011	DATE SUBMITTED: April 29, 2011	
DEPT. OF ORIGIN: Public Works	SUBMITTED BY: Doug Baker	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discussion and Update on 2010-2011 Street Overlay and Street Reconstruction		
<p>SUMMARY STATEMENT: For the past two years approximately \$200,000 has been added to the street department budget for overlaying streets. The money has come from unspent revenues (ABNR). A special account was set up for this purpose and the overlay expenses have come from that account. The overlaying has progressed in accordance with a prioritized list of streets that were identified for overlaying by the street inventory. Last year the department overlayed MLK, S. Chappell Hill, Blake, Kori, E. Academy, Barbee, and a portion of Niebuhr. This year the department finished the remaining portion of Niebuhr and overlayed Tom Green between Day and Jackson. However, the department is now reconstructing the streets in the Hillside Terrace Addition. These streets were significantly damaged by the utility work, to the point that we determined that it would be better to reconstruct them rather than try to patch them. It should be noted that even without the damage caused by the utility work, Hillside Drive is near the top of the list of streets identified for reconstruction by the street inventory. The estimated cost of the reconstruction work is \$179,000. So far, the costs are running pretty close to the estimated cost for each street.</p> <p>During the budget process last year, we did not anticipate having to completely reconstruct all of the streets in Hillside Terrace Addition, therefore no funds were appropriated for the project. The funds needed to cover the cost of the reconstruction work will have to be transferred from the overlay project and no more streets can be overlayed in this budget year. If funds are appropriated for a continuance of the overlay program next year, the department will start with Stone Street.</p>		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):		
A. PROS:		
B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		

ATTACHMENTS: (1) Overlay Priority List; and (2) Accumulated Street Cost

FUNDING SOURCE (Where Applicable):

RECOMMENDED ACTION: Discussion Only

APPROVALS: Terry Roberts

OVERLAY
(priority)

P#	ROAD_NAME	FROM	TO	LENGTH	WIDTH	AREA	\$/SY	TOTAL \$
				ft	ft	sy		
1	MLK	HUDSON	MULBERRY	1953.85	36	7815.4	9.00	70338.60
1	MLK	MULBERRY	BURLESON	191.64	41	873.0	9.00	7857.24
1	MLK	W. MAIN	HUDSON	162.27	46	829.4	9.00	7464.42
2	S CHAPPELL HILL	E. SIXTH	DURDEN	359.18	33	1317.0	9.00	11852.94
2	S CHAPPELL HILL	E. TOM GREEN	MAE WAY	271.73	33	996.3	9.00	8967.09
2	S CHAPPELL HILL	MANSFIELD	NIEBUHR	667.98	24	1781.3	9.00	16031.52
2	S CHAPPELL HILL	E. STONE	S. MARKET	1453.07	28	4520.7	9.00	40685.96
2	S CHAPPELL HILL	CARLEE	MANSFIELD	123.89	39	536.9	9.00	4831.71
2	S CHAPPELL HILL	MAE WAY	CARLEE	311.89	29	1005.0	9.00	9044.81
3	OLD IND RD	1300 blk	SANDY CREEK	1371.70	28	4267.5	9.00	38407.60
3	OLD IND RD	FM 577	1300 blk	1212.74	57	7680.7	9.00	69126.18
4	BLAKE DR	KORI	FM 389	321.71	28	1000.9	9.00	9007.96
5	KORI LN	FAREWELL	BLAKE	584.28	28	1817.8	9.00	16359.84
6	S JACKSON	PEABODY	W. FIFTH	2057.35	34	7772.2	9.00	69949.90
7	E ACADEMY	BAYLOR	N. MARKET	351.85	31	1211.9	9.00	10907.35
7	E ACADEMY	N. MARKET	COTTONWOOD	334.28	32	1188.6	9.00	10696.96
7	E ACADEMY	COTTONWOOD	GAY HILL	1257.58	33	4611.1	9.00	41500.14
8	STRINGER	APACHE	US 290	1220.21	33	4474.1	9.00	40266.93
8	STRINGER	2400 blk	INTERSECTION	880.08	32	3129.2	9.00	28162.56
9	PECAN	S. MARKET	KERR	2546.44	33	9336.9	9.00	84032.52
10	BARBEE	BRIDGE	E. ALAMO	903.68	25	2510.2	9.00	22592.00
11	NIEBUHR	1400 blk	1500 blk	317.25	35	1233.8	9.00	11103.75
11	NIEBUHR	1800 blk	FM 577	1251.80	35	4868.1	9.00	43813.00
11	NIEBUHR	ELEDRA	1400 blk	754.38	36	3017.5	9.00	27157.68
12	PEABODY	JACKSON	AUSTIN	999.50	24	2665.3	9.00	23988.00
13	W TOM GREEN	JACKSON	S. DAY	955.18	37	3926.9	9.00	35341.66
14	W STONE	S. DAY	S. PARK	1114.26	26	3219.0	9.00	28970.76
14	W STONE	SWAIN	S. DAY	696.56	30	2321.9	9.00	20896.80
14	W STONE	BEAZLEY	TISON	402.74	33	1476.7	9.00	13290.42
14	W STONE	W. LUBBOCK	BEAZLEY	1302.98	36	5211.9	9.00	46907.28
15	S LUBBOCK	W. STONE	US 290	671.20	25	1864.5	9.00	16780.10
15	S LUBBOCK	1900 blk	W. STONE	402.86	26	1163.8	9.00	10474.49
16	S AUSTIN	E. STONE	GOESSLER	674.94	34	2549.8	9.00	22947.96
17	S DAY	COLLEGE	W. THIRD	480.93	30	1603.1	9.00	14427.90
18	BURLESON	FM 577	PLEASANT VIEW	1815.48	28	5648.2	9.00	50833.44
19	E STONE	S. MARKET	GUN & ROD RD	3630.96	29	11699.8	9.00	105297.84
19	E STONE	GUN & ROD RD	FM 577	3022.29	38	12760.8	9.00	114847.02
19	E STONE	HERITAGE DR	S. MARKET	127.07	44	621.2	9.00	5591.08
19	E STONE	FM 577	END	849.33	56	5284.7	9.00	47562.48
20	WALNUT	E. STONE	LAWNDALE	696.87	24	1858.3	9.00	16724.88
21	E TOM GREEN	ALLYNE	LEDBETTER	116.09	27	348.3	9.00	3134.43
21	E TOM GREEN	WOODSON	SCHOOL DRIVE	424.18	29	1366.8	9.00	12301.22
21	E TOM GREEN	SCHOOL DRIVE	1400 blk	357.18	30	1190.6	9.00	10715.40
22	GAY HILL	E. ACADEMY	CROCKETT	474.94	22	1161.0	9.00	10448.68
22	GAY HILL	CROCKETT	CAMPBELL	460.89	26	1331.5	9.00	11983.14

22	GAY HILL	CAMPBELL	FM 577	1106.65	29	3565.9	9.00	32092.85
23	N MARKET	ACADEMY	SYCAMORE	716.07	36	2864.3	9.00	25778.52
23	N MARKET	ACADEMY	OLD N. MARKET	524.27	37	2155.3	9.00	19397.99
23	N MARKET	OLD N. MARKET	N. PARK	643.53	39	2788.6	9.00	25097.67
23	N MARKET	SYCAMORE	VULCAN	226.89	40	1008.4	9.00	9075.60
23	N MARKET	VULCAN	E. MAIN	197.63	40	878.3	9.00	7905.04
24	CENTER	CROCKETT	E. ACADEMY	589.58	22	1441.2	9.00	12970.76
25	LAURINE	FM 105	BARBEE	429.85	24	1146.3	9.00	10316.40
25	LAURINE	1400 blk	SABINE	544.43	23	1391.3	9.00	12521.89
26	N PARK	300 blk	N. AUSTIN PKWY	217.92	16	387.4	9.00	3486.69
27	TRACYE LEE DR	CYNDI	FM 389	355.01	28	1104.5	9.00	9940.20
28	W LUBBOCK	S. LUBBOCK	BEAZLEY	2400.16	32	8533.9	9.00	76805.12
28	W LUBBOCK	TISON	S. DAY	1152.97	32	4099.4	9.00	36895.04
29	GUN AND ROD RD	STONE	GLENDIA	221.90	43	1060.2	9.00	9541.49
29	GUN AND ROD RD	1500 blk	RALSTON CR	450.69	24	1201.9	9.00	10816.66
30	KEVIN LN	TRACY LEE	KORI	397.66	28	1237.2	9.00	11134.42
31	FAREWELL	KORI	FM 577	2241.23	27	6723.7	9.00	60513.21
32	E MAIN	CHAPPELL HILL	BARBEE	856.55	29	2760.0	9.00	24839.95
32	E MAIN	BARBEE	JONES	671.83	32	2388.7	9.00	21498.56
								486606.75
						193805.7		2230858.44

ACC/TOTAL
70338.6
78195.84
85660.26
97513.20
106480.29
122511.81
163197.77
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309975.87
379925.77
390833.12
401530.08
443030.22
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629187.98
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724146.66
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788459.08
809355.88
822646.30
869553.58
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896808.17
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1323623.64

366168.65

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1605907.41
1615448.89
1626265.55
1637399.97
1697913.18
1722753.13
1744251.69
4604254.93



AGENDA FORM

DATE OF MEETING: May 5, 2011	DATE SUBMITTED: April 29, 2011	
DEPT. OF ORIGIN: Municipal Court	SUBMITTED BY: Rhonda Kuehn	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input checked="" type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon an Ordinance on its First Reading Amending Chapter 2 of the City of Brenham’s Code of Ordinances to Include Section 2-12.4 Municipal Court – Collection Services Contracts and Fees		
SUMMARY STATEMENT: This amendment would allow the City of Brenham to contract with a third party collections firm. This ordinance is required by statute and will allow the Court to assess a 30% fee in addition to the amount an individual owes on each Court case. A Court case can only be sent to a collections firm once it becomes 60 days past due.		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):		
A. PROS: Seek collection and/or closure of outstanding municipal court cases		
B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: (1) Ordinance		
FUNDING SOURCE (Where Applicable):		
RECOMMENDED ACTION: Approve an ordinance on its first reading amending Chapter 2 of the City of Brenham’s Code of Ordinances to include Section 2-12.4 Municipal Court – Collection Services Contracts and Fees		
APPROVALS: Carolyn Miller		

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS AMENDING CHAPTER 2 OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS; PROVIDING FOR FINDINGS; PROVIDING FOR COLLECTION SERVICES AND A FEE TO DEFRAY COSTS OF COLLECTING DELINQUENT FINES, FEES, COURT COSTS, AND OTHER DEBTS PURSUANT TO ARTICLE 103.0031 OF THE TEXAS CODE OF CRIMINAL PROCEDURE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; A PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR PROPER NOTICE AND OPEN MEETING.

WHEREAS, pursuant to Texas Local Government Code section 51.001, the City of Brenham, Texas (“City”) has the authority to adopt ordinances and regulations that are for the good government, peace and order of the City; and

WHEREAS, Article 103.0031 of the Texas Code of Criminal Procedure authorizes the City of Brenham to contract with a private attorney or a public or private vendor for the collection of the fees listed above and to impose an additional fee in the amount of thirty percent (30%) on each debt or account receivable that is more than sixty (60) days past due and which has been referred to an attorney or private vendor for collection; and

WHEREAS, the City of Brenham deems it in the public interest to pass this Ordinance authorizing collection services contracts and an additional collection fee for the collection of delinquent fines, fees, court costs, and other debts;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Brenham, Texas, that:

SECTION 1.
FINDINGS

The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City of Brenham and made a part of this Ordinance for all purposes and findings of fact.

SECTION 2.
COLLECTION FEE

That Chapter 2 of the Code of Ordinances of the City of Brenham, Texas is hereby amended by adding Section 2.12.4 to read as follows:

Sec. 2-12.4 Municipal Court; collection services contracts and fees.

(a) In accordance with Article 103.0031 of the Texas Code of Criminal Procedure, the City may contract with a private attorney or a public or private vendor for the provision of collection services for the following items:

- (1) debts and accounts receivable such as unpaid fines, fees, court costs, forfeited bonds, and restitution ordered paid by:
 - (A) the Brenham Municipal Court; or
 - (B) a hearing officer serving the municipality under Chapter 682, Transportation Code;
- (2) amounts in cases in which the accused has failed to appear:
 - (A) as promised under Subchapter A, Chapter 543, Transportation Code, or other law;
 - (B) in compliance with a lawful written notice to appear issued under Article 14.06(b) of the Texas Code of Criminal Procedure or other law;
 - (C) in compliance with a lawful summons issued under Article 15.03(b) of the Texas Code of Criminal Procedure or other law;
 - (D) in compliance with a lawful order of the Brenham Municipal Court; or
 - (E) as specified in a citation, summons, or other notice authorized by Section 682.002, Transportation Code, that charges the accused with a parking or stopping offense; and
- (3) false alarm penalties or fees imposed by the City under an ordinance regulating alarms.

(b) If the City enters into a contract with a private attorney or private vendor pursuant to subsection 2-12.4(a), there is hereby imposed an additional fee in the amount of thirty percent (30%) on all items described in subsection 2-12.4(a)(1) – (3) that are more than sixty (60) days past due and have been referred to a private attorney or a private vendor for collection services.

SECTION 3.
SEVERABILITY

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance be severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, and the remainder of this Ordinance shall be enforced as written.

SECTION 4.
REPEALER

Any other ordinances or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

SECTION 5.
SAVINGS CLAUSE

The repeal of any ordinance or part of ordinances effected by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions any ordinances at the time of passage of this Ordinance.

SECTION 6.
EFFECTIVE DATE

This Ordinance shall become effective upon adoption and publication as required by law.

SECTION 7.
PROPER NOTICE AND MEETINGS

It is hereby officially found and determined that the meetings at which this Ordinance was passed were open to the public as required and that public notice of the time, place and purpose of said meetings were given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED, on its first reading at the meeting of the City Council held on this the _____ day of _____, 2011.

PASSED AND APPROVED, on its second reading at the meeting of the City Council held on this the _____ day of _____, 2011.

Milton Y. Tate, Jr., Mayor

ATTEST:

Jeana Bellinger, TRMC, City Secretary



AGENDA FORM

DATE OF MEETING: May 5, 2011	DATE SUBMITTED: April 29, 2011	
DEPT. OF ORIGIN: Public Utilities	SUBMITTED BY: Lowell Ogle	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
<input type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 ST READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 ND READING
<input checked="" type="checkbox"/> EXECUTIVE SESSION	<input type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
AGENDA ITEM DESCRIPTION: Discuss and Consider an Amendment to the Wholesale Power Agreement with the Lower Colorado River Authority		
SUMMARY STATEMENT:		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):		
A. PROS:		
B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: (1) Letter from LCRA to Terry Roberts; and (2) Amended and Restated Wholesale Power Agreement		
FUNDING SOURCE (Where Applicable):		
RECOMMENDED ACTION: Consider an Amendment to the Wholesale Power Agreement with the Lower Colorado River Authority		
APPROVALS: Terry Roberts		