



**NOTICE OF A REGULAR MEETING  
THE BRENHAM CITY COUNCIL  
THURSDAY AUGUST 16, 2012 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 Andrew Ebel**
- 3. Proclamation**
  - **The Big Read of Washington County: August 16, 2012 - October 11, 2012 Page 1**
- 4. Citizens Comments**

**CONSENT AGENDA**

**5. 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.

- 5-a. Minutes from the July 19, 2012 Council Meeting and July 25-27, 2012 Budget Workshop Meetings Page 2-20**

**REGULAR AGENDA**

- 6. Discuss and Possibly Act Upon a Proposal to Adopt a Tax Rate of \$0.5432 per \$100 Valuation for the 2012 Tax Year, Take Record Vote and Set the Public Hearings on the Proposed Tax Rate in Accordance with State Law Page 21-23**
- 7. Discuss and Possibly Act Upon Bid No. 12-011 and Award a Contract for the Demolition and Abatement of the Abandoned Municipal Building Located at 210 N. Park Street and Authorize the Mayor to Execute Any Necessary Documentation Page 24-27**

**8. Discuss and Possibly Act Upon the Award of a Contract for the Realignment of Stringer Street Associated with the Improvements Related to the U.S. Highway 290 Project and Authorize the Mayor to Execute Any Necessary Documentation**

**Page 28-29**

**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 salutary 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.

**9. Administrative/Elected Officials Report**

**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 August 16, 2012 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 August 13, 2012 at 11:30 A.M.

*Jeana Bellinger, TRMC*  
*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 \_\_\_\_\_, 2012 at \_\_\_\_\_ AM PM.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

## ***PROCLAMATION***

**WHEREAS,** A community read program encourages reading by having all involved read the same book; and

**WHEREAS,** Lifetime Learning, a group of volunteers who have been bringing outstanding speakers and classes to the Washington County area since 2002, has proposed The Big Read of Washington County; and

**WHEREAS,** On October 11, 2012, at 6:00 p.m. Lifetime Learning and Unity Theatre will hold a free reception featuring refreshments catered by Design II, a presentation by Charles Porter, and an interpretive reading; and

**WHEREAS,** This endeavor has the support of the Nancy Carol Roberts Memorial Library, Brenham Independent School District, Washington County Chamber of Commerce, Lone Star Water Forum, Unity Theatre, Washington County Agri-Life, KWHI-KTEX Radio, The Brenham Banner Press, HEB, Book Nook, Bank of Brenham, Brenham National Bank, Citizens State Bank, and many individuals in the community; and

**WHEREAS,** During the Big Read of Washington County which concludes October 11, 2012, all residents of Washington County are encouraged to read "THE TIME IT NEVER RAINED" by Elmer Kelton, a classic story of Texas, which has been called "One of the dozen or so best novels written by an American in the [twentieth] century;" and

**WHEREAS,** It is right and just for the City Council and the residents of Brenham to join together to applaud the volunteers with Lifetime Learning for their dedication to service and their commitment to encouraging reading;

**Now, THEREFORE I,** Milton Y. Tate Jr., Mayor of the City of Brenham, Texas do Hereby Proclaim August 16, 2012 through October 11, 2012 as the official period for

### **The Big Read of Washington County**

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

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Milton Y. Tate Jr., Mayor  
City of Brenham

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on July 19, 2012 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 Mary E. Barnes-Tilley  
Councilmember Andrew Ebel  
Councilmember Danny Goss  
Councilmember Keith Herring  
Councilmember Weldon Williams, Jr.

### Others present:

City Manager Terry K. Roberts, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Deputy City Secretary Jennifer Salsgiver, Assistant City Manager Kyle Dannhaus, Deputy Fire Chief Alan Finke, Assistant Police Chief Jay Petrash, David Doelitsch, Chief Financial Officer Carolyn Miller, Debbie Gaffey, Wende Ragonis, Development Services Director Julie Fulgham, Public Works Director Doug Baker, Leslie Kelm, Kim Hodde, Public Utilities Director Lowell Ogle, Dane Rau, Janie Mehrens, Jennifer Eckermann, Kevin Boggus, Angela Hahn, Tammy Jaster, and Jamie Maurer

### Citizens present:

Clint Kolby, Mary Barnes, Kate Alexander Maddock, Traci Pyle, Harvey Binnina, Ryan Eisworth, Rick Eckert, Tom Whitehead, Linin Loggins, Tommy Upchurch, Robin McCaffrey, Sandra Vester, Lu Hollander, Atwood Kenjura, Page Michel, Keith Hankins, Ash Patel, Larissa Dietevion, Amritpaul Singh, Melinda Fabian, Pamela Murski, Sally Blun, Leslie Harrell, Jon Hill, Paras Patel, Alex Patel, John Hermann, Jay Alexander, and Joe Perino

### Media Present:

Arthur Hahn, Brenham Banner Press; Frank Wagner, KWHI

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

There were no citizen comments.

## CONSENT AGENDA

### 4. Statutory Consent Agenda

#### 4-a. Minutes from the June 21, 2012 and July 5, 2012 Council Meetings

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve the Statutory Consent Agenda Item 4-a. Minutes from the June 21, 2012 and July 5, 2012 Council Meeting.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

## WORK SESSION

### 6. Discussion and Presentation on the Downtown Master Plan

Main Street Manager Jennifer Eckermann explained that since the City of Brenham signed a contract with MESA Design Group last fall to design the Downtown Master Plan (DTMP), volunteers have invested many hours and she thanked the Downtown Master Plan Steering Committee for the time they invested. Eckermann introduced Tommy Upchurch, the Downtown Master Plan Steering Committee Chair, and MESA Design Group Principle Robin McCaffrey.

Upchurch presented the history and intent of the DTMP. He explained that the idea began with the vision of Main Street Brenham and the Economic Restructuring Committee led the research and discussions that concluded in a recommendation to City Council to engage a professional consulting firm. He explained that City Council and the Brenham Community Development Corporation (BCDC) appropriated \$100,000 to hire a firm to create a DTMP and MESA Design Group was hired in September 2011.

Upchurch stated that MESA Design Group facilitated five public meetings involving the community to receive input and present plans between November 2011 and May 2012. He stated that the Main Street Board and Economic Restructuring Committee want to provide vision and tools to preserve the downtown area. He explained that physical change will occur with or without a plan and a comprehensive plan provides a starting point for conversations to address problems such as parking, traffic, pedestrian movement, new construction, and issues that affect the economy.

McCaffrey highlighted the DTMP's focus on restoration and preservation. He explained that the plan aims to attract people to spend time downtown. McCaffrey noted that the plan is a strategy to be implemented as opportunity presents itself and the plan will take time to unfold.

Upchurch added that the intent is to benefit everyone who lives, works, owns property, and/or owns a business downtown. He explained that the DTMP benefits downtown, which in turn benefits the City of Brenham, and the Main Street Board and the Planning and Zoning Commission recommend that Council adopt the DTMP.

Downtown resident Mary Barns voiced her support for the vision to preserve the core and integrity of the downtown area and she thinks this plan will grow Brenham in a positive manner. Barns encouraged Council to consider how an increase in sales tax revenue will benefit all the citizens of Brenham.

Property owner Joe Perino voiced his concerns for the DTMP and objects to not having an economic plan simultaneous with the master plan. He presented a petition requesting that Council not adopt the proposed master plan. Perino voiced concerns related to unknown factors as well as uncertainties that could prevent investment and stated that the proposed plan is not the basic plan the City of Brenham should adopt.

Atwood Kenjura pointed out item twelve (12) on Council's agenda concerning the possible demolition of the old municipal building and that the DTMP places a possible hotel on land belonging by various property owners. He explained that he does not want his structurally sound building replaced with a parking garage. Kenjura stated that he and the other property owners wanted to reiterate the concept that the City of Brenham can not do eminent domain because of economic development.

Mayor Tate assured Kenjura that the City of Brenham intends to work with property owners and the DTMP is a vision.

Downtown business and property owner Traci Pyle expressed her appreciation for downtown. She stated that as Houston moves closer, she does not want downtown to lose its identity and the Main Street Board wants to be proactive verses reactive. Pyle explained that the committee invested a lot of time into this plan to keep downtown Brenham relevant, accessible, and a destination.

Downtown Master Plan Steering Committee member Tom Whitehead stated that he agreed with everything said in support of the plan. He expressed his appreciation for how MESA Design Group designed the plan using the community's input gathered in public meetings. He stated that the plan addresses issues and although it will take years to implement, it is worth it. He urged Council to adopt the DTMP.

Main Street Board member Jon Hill voiced his support for the plan. He expressed that his family's heritage is rooted in Brenham and he would never be a part of anything that would negatively affect downtown property owners.

Downtown Master Plan Steering Committee member Malinda Fabian voiced her support for the plan and encouraged Council to maintain downtown so future generations can enjoy it. She stated that the DTMP financially benefits Brenham through increasing travel spending and jobs. Fabian stated that the DTMP respects history and maintains the integrity of downtown and she would not put her name on it if she did not fully believe it was good for the community.

Economic Restructuring Committee Chair Leslie Harrell stated that the DTMP is a good thing for many reasons. She explained that the committee spent a lot of time researching the benefits throughout a two and a half (2.5) year process to be where they are today. Harrell referenced concerns brought before Council and clarified that the DTMP does not have regulations and the plan will not happen overnight.

Ant Street Inn owner and downtown resident Keith Hankins stated that he is in favor of the plan because it provides a frame work for business owners and members of the community and does not dictate what will happen. He explained that MESA Design Group worked with him so plans met both his needs as well as the DTMP's needs. Hankins stated that the DTMP shows members of the outside world that Brenham is thinking of the future while not destroying its past.

## **REGULAR AGENDA**

### **10. Discuss and Possibly Act Upon Resolution R-12-014 Adopting a Downtown Master Plan for the City of Brenham**

Mayor Tate acknowledged the publics' remarks and requested Councils' comments.

Councilmember Goss stated that he was not ready to make a decision.

Councilmember Ebel thanked the volunteers for their time.

Councilmember Herring explained that he enjoyed serving on the committee and described the DTMP is a game plan. He expressed his support for the DTMP.

Councilmember Barnes-Tilley expressed her appreciation for the community's involvement and the practice of democracy. She stated that Council will continue to work together to implement what is doable at the time. She noted that the master plan enables the City to plan for the future, which leads to positive growth, and voiced her support for the plan.

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve Resolution R-12-014 adopting a Downtown Master Plan for the City of Brenham.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
<b>Councilmember Danny Goss</b>	<b>Not Present*</b>
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

\*After staff presentation, citizen comments, and council members' discussion of this item, Councilmember Goss left the council chambers prior to the motion and vote on the Resolution approving the Downtown Master Plan. Therefore, Councilmember Goss' vote on the Resolution is recorded in the minutes as "Not Present."

## **WORK SESSION**

### **5. Discussion and Presentation on the Regulation of Boarding Homes Located Inside the City Limits**

Mayor Tate asked if anyone in the audience had a comment and stated that staff had material to brief Council on.

City Attorney Cary Bovey explained that he and City Secretary Jeana Bellinger wanted to update Council on their boarding home research.

City Manager Terry Roberts stated that this work session provides an opportunity for Council to become more familiar with the draft ordinance that Bovey, Bellinger, and Police Chief Rex Phelps worked on.

Bellinger stated that Phelps introduced the boarding home item in a previous work session in response to the large call volume received from facilities not regulated by the state and that Council had requested information on regulations and facility types. Bellinger described the facility type as a for-profit business that provides housing to three or more unrelated elderly or disabled persons. Bellinger stated that the increase in boarding homes opening in Brenham led to an increase in police services that dealt with non-police related issues. Bellinger added that the state legislature recently adopted a Health and Safety Code provision for boarding home facility regulation and the state's model policy was used as a guide in writing the draft ordinance provided for Council's review, which would be revised before the ordinance's first reading.

Bovey explained that the draft ordinance presented will not undergo major revisions except for a few changes such as added language concerning the complaint process, compliance, and business operations such as the implementation deadline.

Councilmember Williams stated that these facilities appear to be similar to Kruse Village, but with less people. Bovey explained that Kruse Village, nursing homes, and retirement facilities are exempt because they are already state regulated.

Bellinger added that she and Code Enforcement Officer David Doelitsch are researching inspection and license fees other cities charge, noting the time requirement inspections require.

Councilmember Herring asked if Doelitsch would administer the regulations. Bellinger explained that Doelitsch and Community Relations Officer Chris Jackson would manage the regulations.

Councilmember Williams asked if other cities implemented these regulations. Bellinger explained that Dallas has and other cities are in this process of implementing similar policies.

Councilmember Barnes-Tilley stated that it appears that homes not regulated by the state fall through the cracks so the City should act to protect citizens. Bellinger explained that the presence of twenty-seven (27) or more boarding homes expedited this item to a higher priority.

Councilmember Goss questioned the potential for the ordinance's ineffectiveness on decreasing the emergency call volume. Assistant Police Chief Jay Petrash admitted that the possibility exists because the police will not refuse a 911 call and added that the ordinance helps these establishments regulate themselves and take better care of their residents.

## **7. Discussion and Presentation of the Community Service Committee's Recommended Funding Allocations for the FY2012-13 Budget**

City Manager Terry Roberts stated that he and Assistant City Manager Kyle Dannhaus attended the committee's funding meetings and this work session provides Council the opportunity to view the recommendation and voice concerns before the Budget Workshop.

City Secretary Jeana Bellinger stated that nine (9) requests were received for a total in funding requests of \$174,650, not including contractual obligations for insurance and utilities for the Boys & Girls Club and the Brenham Heritage Museum, which left about \$105,000 to fund requests. Bellinger stated that entities presented funding requests to the Community Service Committee on June 14<sup>th</sup>, the Committee met on June 27<sup>th</sup> to discuss requests, and the Committee recommended that funding levels for the Boys & Girls Club, Faith Mission, Hospice Brazos Valley, Mission Brenham, and the Washington County Healthy Living Association remain the same for FY2012-13. Bellinger noted that the funding recommendation for Jobs Partnership of Washington County increased and funding was recommended this year for Freedom Hill. Bellinger added that Freedom Hill must verify that funds are used for the repairs presented in their request.

Councilmember Williams, Community Service Committee Chair, expressed the difficulty in not having enough funds available for every community service group and explained that they did their best in allocating funds.

Roberts explained that no action is required on this item now, but this work session provides an opportunity for organizations to approach Council and for Council to discuss the committee's recommendation.

Councilmember Goss asked why Freedom Hill was added to receive funds this year. Councilmember Williams explained that the committee allocated a smaller sum than Freedom Hill requested. Dannhaus added that Freedom Hill presented a capital expenditure for flooring and air conditioning and the committee thought that it was a legitimate request.

Councilmember Goss asked if Freedom Hill was self-funded. Dannhaus answered that they are self-supported through their resale shop and clients. Councilmember Herring noted that Freedom Hill receives funding through grants as a 501 non-profit organization.

## **PUBLIC HEARING**

### **8. Public Hearing, Discussion and Presentation on a Texas Parks and Wildlife Department Grant for Additional Water Features, Decking and Associated Improvements and Furnishings at the Blue Bell Aquatics Center**

Mayor Tate opened the Public Hearing.

Parks and Recreation Manager Jamie Maurer presented the Parks and Recreation Board's recommendation to pursue a grant opportunity with Texas Parks and Wildlife that matches up to \$100,000 for Blue Bell Aquatic Center (BBCA) improvements. Maurer explained that the proposed project will extend the outdoor leisure pool deck to include a large canopy for shade, additional seating, and new splash pad water features, which provides a new water attraction and gives the eleven (11) year old facility a fresh new look. Maurer presented a design, created by Kraftsman Commercial Playgrounds, projected to cost about \$200,000 and noted that the local 50/50 match will hopefully come from the Brenham Community Development Corporation (BCDC).

City Manager Terry Roberts explained that the City became aware of this grant opportunity after BCDC's budget meeting. Roberts stated that the Parks and Recreation Board discussed this item at a regular meeting and BCDC is aware that the item is on Council's agenda. Roberts stated that facility improvements would encourage usage of the BBCA and Council must decide if the City will apply for the grant.

Councilmember Herring requested information on the discount listed on a handout. Maurer explained that the Buy Board Discount is the \$23,667 markdown the City would receive.

Councilmember Barnes-Tilley asked how the need for a splash park was decided on. Maurer explained that it does not require additional personnel, it is less expensive than other features, and it addresses the outstanding need for a splash park that the Board considered placing in another park.

Councilmember Barnes-Tilley asked if admission fees would increase to cover the expenses incurred with the splash park. Maurer stated that the admission fee would not increase due to an expansion, but operating expenses would increase due to the increase in water used.

Councilmember Herring asked if the water used for a splash park would go down the drain. Assistant City Manager Kyle Dannhaus explained that staff will explore ways to reuse the water pumped through the splash park. Maurer noted that recycling water will increase the project's cost by \$100,000. Mayor Tate reiterated that the expansion does not increase labor or add personnel.

Councilmember Herring asked about the deck's life span. Maurer answered eight (8) years and Dannhaus added that outdoor decks have a five (5) to ten (10) year window on when they need redone so they projected eight (8) years.

Councilmember Barnes-Tilley stated that Council's vote today involves whether or not the City applies for the grant and added that Council would ask BCDC for \$100,000 if they are awarded the grant. Councilmember Goss stated that our proposal should note that funding needs to come from BCDC. Mayor Tate responded that Council could use City fund reserves if BCDC refuses to fund the project or Council could refuse the grant.

Record Coordinator Angela Hahn explained that she worked on the grant and stated that the grant will match in kind work done by the City and this amount has not been figured in yet. Hahn stated that approving the item allows staff to apply for a competitive grant to fund a worthwhile project.

Maurer added that the splash park provides an opportunity for non-swimmers and for those with a disability to enjoy the BBKA, noting that state school participants visit it weekly.

Councilmember Barnes-Tilley voiced her support to provide additional opportunities and voiced concern on increased admission fees. Maurer reaffirmed that rates will not increase because of these improvements. Roberts reiterated that the splash park will increase the facility's water usage, but there would be no additional staffing needs attached to this expansion.

Councilmember Williams stated that the City should apply for grant because things are getting better all the time.

Councilmember Herring asked about other cities' splash parks and Maurer explained that Rockwall and Longview's stand alone splash parks are heavily used.

The public hearing was closed.

## REGULAR AGENDA

**9. Discuss and Possibly Act Upon Resolution R-12-013 Authorizing the Submission of a Grant Application to Texas Parks and Wildlife Department for Additional Water Features, Decking and Associated Improvements and Furnishings at the Blue Bell Aquatics Center and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Williams and seconded by Councilmember Ebel to approve Resolution R-12-013 authorizing the submission of a grant application to Texas Parks and Wildlife Department for additional water features, decking and associated improvements and furnishings at the Blue Bell Aquatics Center 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 Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**11. Discuss and Possibly Act Upon the Appointment of Members to the Board of Adjustment**

Development Services Director Julie Fulgham explained that Board members Arlen Thielemann and MaLisa Hampton's terms expired in December 2011 and both have applied for reappointment. Fulgham explained that there will be a full board with their reappointment and recommended their reappointment for another term.

Mayor Tate asked if these members were both active, had good attendance, and participated in discussion and Fulgham confirmed that they had.

Councilmember Herring asked if there were any other applicants and Fulgham stated that other applicants were not solicited because these members were holdovers, but the position Mike Haywood recently filled was solicited and applicants will be solicited for alternate positions.

City Manager Terry Roberts explained that these are holdovers and the City will begin the application process on August 1<sup>st</sup> for terms that expire in 2012.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to reappoint Arlen Thielemann and MaLisa Hampton to a two (2) year term, set to expire in December 2013.

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

**12. Discuss and Possibly Act Upon Bid No. 12-010 and Award a Contract for the Demolition and Abatement of the Abandoned Municipal Building Located at 210 N. Park Street and Authorize the Mayor to Execute Any Necessary Documentation**

Assistant City Manager Kyle Dannhaus explained that the City bid out the demolition and abatement of 210 N. Park Street and four (4) bids were received. Dannhaus presented a letter from the low bidder requesting the withdrawal of his bid due to an error. Dannhaus advised Council to accept the withdrawal request, reject the other bids due to their high prices, and rebid the project. He added that one bid came in after the deadline, which could not be opened, and the City could get closer to their \$100,000 budgeted amount through rebidding the project.

City Attorney Cary Bovey explained that state law provides bidders the right to withdrawal a bid if there is a material mistake and the City's terms and conditions allow Council to accept a bid withdrawal.

A motion was made by Councilmember Ebel and seconded by Councilmember Herring to honor the request from AAR, Inc. to withdrawal their bid, reject all other bids, and rebid the demolition and abatement of the abandoned municipal building.

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

**13. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Code of Ordinances of the City of Brenham, Chapter 2, Administration, Article VII, Library Advisory Board, to Provide for the Powers, Duties, Organization, Operation, Board Membership and Additional Matters Related to the Library Advisory Board**

City Secretary Jeana Bellinger explained that this ordinance outlines the new policies and procedures Council adopted earlier this year, which set up the application process, staggered three (3) year terms, and Open Meetings training. Bellinger explained that since the Library Advisory Board already had staggered three (3) year terms, there was no need to alter their current terms.

Fortnightly President Elect Janie Mehrens stated that the ordinance requires appointments by October 1<sup>st</sup>, but the first Fortnightly business meeting is after October 1<sup>st</sup> so the Fortnightly nominations will be late this year.

City Manager Terry Roberts explained that the Library Advisory Board and the HOT Board are unique in that five (5) Fortnightly nominees are appointed by City Council to the Library Advisory Board and the County appoints two (2) members to the HOT Board.

Councilmember Herring asked if Council members serving on boards need to fill out the application and Bellinger stated that applications will be mailed on or before August 1<sup>st</sup>.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve an ordinance on its first reading amending the Code of Ordinances of the City of Brenham, Chapter 2, Administration, Article VII, Library Advisory Board, to provide for the powers, duties, organization, operation, board membership and additional matters related to the Library Advisory Board.

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

**14. Discuss and Possibly Act Upon Ordinance O-12-016 Amending the Code of Ordinances of the City of Brenham, Chapter 25, Traffic, Article III, Stopping, Standing and Parking to Regulate Parking Inside the City Limits**

City Secretary Jeana Bellinger explained that Council adopted the 1<sup>st</sup> reading of this ordinance at the July 5<sup>th</sup> Council meeting and since then, the City Attorney and staff revised the ordinance for the 2<sup>nd</sup> reading. Bellinger explained that the changes involved cleaning the ordinance up, revising language to allow people to retrieve their vehicle before paying their ticket due to court dates not being immediately available and adding language that restricts storing vehicles on the street.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to approve Ordinance O-12-016 amending the Code of Ordinances of the City of Brenham, Chapter 25, Traffic, Article III, Stopping, Standing and Parking to regulate parking inside the city limits.

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

Council adjourned into Executive Session at 2:54 p.m.

#### **EXECUTIVE SESSION**

- 15. Section 551.072, Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding the Purchase and/or Exchange of Real Estate for Possible Park Expansion**
- 16. Section 551.072, Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding the Purchase of Real Estate for Future Municipal Improvements**

Executive Session adjourned at 3:12 p.m.

#### **RE-OPEN REGULAR AGENDA**

- 17. Discuss and Possibly Act Upon the Purchase and/or Exchange of Real Estate for Possible Park Expansion**

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to not accept the offer for the purchase and/or exchange of land for additional park land.

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

## 18. Administrative/Elected Officials Report

City Manager Terry Roberts reported on the following:

- Documents will be ready on Monday for the July 25-27, 2012 Budget Workshop.
- Sales tax had a double-digit increase.
- Development Services Director Julie Fulgham, City Secretary Jeana Bellinger, and I are working with Economic Development Foundation President Page Michel and Project Manager Clint Kolby on revising the tax phase-in application to clarify retained jobs and this definition will be provided to Council.
- Animal Shelter Task Force met July 18, 2012. They toured the shelter and provided feedback on how to move the project forward.
- The car court will start with reimbursements to the City and County when both lanes of traffic are over the Highway 290 double overpass; the car count will be delayed until Stringer St. is completed for safety reasons.

Human Resources Manager Janie Mehrens reported on the following:

- Employee application process is now paperless.
- New librarian starts July 30, 2012.

Assistant Public Utilities Director Dane Rau reported on the following:

- Curtis Thomas is retiring from the Recycling Center.

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jeana Bellinger, TRMC  
City Secretary

## **Brenham City Council Budget Workshop Minutes**

A budget workshop meeting of the Brenham City Council was held on July 25, 2012 beginning at 8:30 a.m. in the Brenham City Hall in Conference Room 2-A, at 200 W. Vulcan Street, Brenham, Texas.

### Council members present:

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

### Council members absent:

Councilmember Keith Herring

### City staff members present:

City Manager Terry Roberts, Assistant City Manager Kyle Dannhaus, Chief Financial Officer Carolyn Miller, Budget Officer Debbie Gaffey, Budget Assistant Brandon Plumb, City Secretary Jeana Bellinger, Fire Chief Ricky Boeker, Public Works Director Doug Baker, Development Services Director Julie Fulgham, Public Utilities Director Lowell Ogle, Stacy Hardy, Wende Ragonis, Dane Rau, and Janie Mehrens.

### Citizens present:

None

### Media Present:

Arthur Hahn, Brenham Banner Press

### **1. Mayor Tate called the meeting to order**

## **2. FY2012-13 Budget Workshop Discussion**

City Manager Terry Roberts welcomed Council and then turned the meeting over to Budget Officer Debbie Gaffey to present the FY2012-13 Budget.

The following information was presented:

- Tax Rate (presented by Willy Dilworth from Washington County)
- Debt Service Review
- Electric Fund
- Gas Fund
- Water Fund
- Wastewater Fund
- Sanitation Fund

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jeana Bellinger, TRMC  
City Secretary

## **Brenham City Council Budget Workshop Minutes**

A budget workshop meeting of the Brenham City Council was held on July 26, 2012 beginning at 8:30 a.m. in the Brenham City Hall in Conference Room 2-A, at 200 W. Vulcan Street, Brenham, Texas.

### Council members present:

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

### Council members absent:

Councilmember Keith Herring

### City staff members present:

City Manager Terry Roberts, Assistant City Manager Kyle Dannhaus, Chief Financial Officer Carolyn Miller, Budget Officer Debbie Gaffey, Budget Assistant Brandon Plumb, City Secretary Jeana Bellinger, Fire Chief Ricky Boeker, Public Utilities Director Lowell Ogle, Development Services Director Julie Fulgham, Police Chief Rex Phelps, Jay Petrash, Stacy Hardy, Dane Rau, and Pam Ruemke.

### Citizens present:

None

### Media Present:

Arthur Hahn, Brenham Banner Press

### **1. Mayor Tate called the meeting to order**

## **2. FY2012-13 Budget Workshop Discussion**

City Manager Terry Roberts welcomed Council and then turned the meeting over to Budget Officer Debbie Gaffey to present the FY2012-13 Budget.

The following departmental budgets were presented:

- Public Safety
- Development Services
- Public Works
- Airport
- Administration

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jeana Bellinger, TRMC  
City Secretary

## **Brenham City Council Budget Workshop Minutes**

A budget workshop meeting of the Brenham City Council was held on July 27, 2012 beginning at 8:30 a.m. in the Brenham City Hall in Conference Room 2-A, at 200 W. Vulcan Street, Brenham, Texas.

### Council members present:

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

### City staff members present:

City Manager Terry Roberts, Assistant City Manager Kyle Dannhaus, Chief Financial Officer Carolyn Miller, Budget Officer Debbie Gaffey, Budget Assistant Brandon Plumb, City Secretary Jeana Bellinger, Fire Chief Ricky Boeker, Director of Public Utilities Lowell Ogle, Development Services Director Julie Fulgham, Stacy Hardy, Dane Rau and Janie Mehrens

### Citizens present:

None

### Media Present:

Arthur Hahn, Brenham Banner Press

- 1. Mayor Tate called the meeting to order**
- 2. FY2012-13 Budget Workshop Discussion**

City Manager Terry Roberts opened the workshop. He then turned the meeting over to Budget Officer Debbie Gaffey to present the FY2012-13 Budget.

The following budgets were presented:

- Special Revenue Funds

### 3. Discuss and Review the FY2011-12 Second Quarter Financial Report

Chief Financial Officer Carolyn Miller presented the FY2011-12 second quarter financial report. She advised Council that the City has experienced favorable performance with positive net revenues over expenditures in the General, Gas, Water and Sanitation funds. She stated that with an emphasis on the completion of the AMR meter project, the Electric and Wastewater funds experienced higher than budgeted expenditures. Miller provided Council with the following financial performance summary

Fund	2 <sup>nd</sup> QTR Actual Performance		
	Revenues	Expenditures	Net Revenues (Expenditures)
General Fund	\$ 7,391,779	\$ 6,920,358	\$ 471,422
Electric Fund	10,488,677	10,504,677	(16,000)
Gas Fund	1,513,770	1,468,482	45,289
Water Fund	2,041,398	1,934,308	107,089
Wastewater Fund	1,835,225	1,932,292	(97,067)
Sanitation Fund	1,655,296	1,451,035	204,261

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jeana Bellinger, TRMC  
City Secretary



**AGENDA ITEM 6**

<b>DATE OF MEETING:</b> August 16, 2012		<b>DATE SUBMITTED:</b> August 7, 2012	
<b>DEPT. OF ORIGIN:</b> Finance		<b>SUBMITTED BY:</b> Carolyn D. Miller	
<b>MEETING TYPE:</b>		<b>CLASSIFICATION:</b>	
<input checked="" type="checkbox"/> REGULAR		<input type="checkbox"/> PUBLIC HEARING	
<input type="checkbox"/> SPECIAL		<input type="checkbox"/> CONSENT	
<input type="checkbox"/> EXECUTIVE SESSION		<input checked="" type="checkbox"/> REGULAR	
		<input type="checkbox"/> WORK SESSION	
<b>ORDINANCE:</b>			
<input type="checkbox"/> 1 <sup>ST</sup> READING			
<input type="checkbox"/> 2 <sup>ND</sup> READING			
<input type="checkbox"/> RESOLUTION			
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon a Proposal to Adopt a Tax Rate of \$0.5432 per \$100 Valuation for the 2012 Tax Year, Take Record Vote and Set the Public Hearings on the Proposed Tax Rate in Accordance with State Law			
<b>SUMMARY STATEMENT:</b> See separate memo from Chief Financial Officer on this item.			
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>			
A. PROS:			
B. CONS:			
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>			
<b>ATTACHMENTS:</b> (1) Memo from Chief Financial Officer			
<b>FUNDING SOURCE (Where Applicable):</b>			
<b>RECOMMENDED ACTION:</b> See wording for motion on separate memo from Chief Financial Officer			
<b>APPROVALS:</b> Carolyn D. Miller			



## MEMORANDUM

To: Mayor, Council and City Manager

From: Carolyn D. Miller  
Chief Financial Officer *CM*

Subject: Discuss Proposed Property Tax Rate, Take Record Vote and  
Schedule Public Hearings

Date: August 7, 2012

Developing an annual budget and adopting a property tax rate to support that budget must be accomplished in compliance with property tax code, local government code, and City Charter. Following these legislative guidelines ensures that the public is informed of any increases.

During the week of July 25, 2012, Council Budget Workshops were held to review and finalize the proposed FY2012-13 budget. As discussed, we will be maintaining the property tax rate of \$0.5432 per \$100 valuation. Of this rate, \$0.3420 is for maintenance and operations, which is the same M&O rate that the City has maintained for five (5) consecutive fiscal years. The balance of \$0.2012 is for debt service (interest and sinking).

The Washington County Appraisal District has certified taxable values of \$1,029,487,756 for the 2012 Tax Year. This represents a 3.55% increase in total taxable values of \$35,333,892 over the 2011 (adjusted) values. Specific amounts are noted below:

- \$21,235,787 new properties and new improvements
- (\$1,656,959) new exemptions
- \$15,755,064 increased property values

Although the proposed budget maintains the current M&O tax rate of \$0.3420, the increase in property values will generate additional tax revenue over the current year. The tax levy for maintenance and operations is projected to increase \$118,425.

In accordance with the Tax Code, Council must now take a **RECORD VOTE** to place a proposal to adopt the proposed property tax rate on the agendas of future meetings. At this time, Council must also schedule two public hearings on the proposed tax rate. A separate public hearing on the proposed budget will be held during a Special Council Meeting on September 13, 2012.

Discuss Tax Rate, Take Record Vote, and Schedule Public Hearings

Enacted in 2009, HB 2291 provides the specific motion to be made for the record vote on the proposed tax rate. As stated above, the proposal is to *maintain the current tax rate* of \$0.5432 per \$100 valuation. However, this is slightly above the effective tax rate of \$0.5362 and will produce higher revenues, which necessitates that the motion for the record vote be made as follows:

***“I move that the property tax rate be increased by the adoption of a tax rate of \$0.5432 per \$100 valuation, which is effectively a 1.31% increase in the tax rate, to be considered by the governing body on the agendas of the September 17, 2012 and September 20, 2012 meetings and to schedule public hearings on the proposed tax rate for August 30, 2012 and September 6, 2012 in accordance with state law.”***



## AGENDA ITEM 7

<b>DATE OF MEETING:</b> August 16, 2012	<b>DATE SUBMITTED:</b> August 10, 2012	
<b>DEPT. OF ORIGIN:</b> Purchasing	<b>SUBMITTED BY:</b> Wende Ragonis	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input checked="" type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon Bid No. 12-011 and Award a Contract for the Demolition and Abatement of the Abandoned Municipal Building Located at 210 N. Park Street and Authorize the Mayor to Execute Any Necessary Documentation		
<b>SUMMARY STATEMENT:</b>		
<p>On August 8, 2012 the Purchasing Department opened bids for the 210 N. Park Re-Bid of Structural Demolition and Asbestos Abatement. Included in the bid was an optional bid for the foundation removal of 210 N. Park.</p> <p>The City of Brenham sent 23 bid packets. There were 7 bids received and accepted by the bid deadline. The responsive bidders are listed in the attached Bid Information Sheet and Bid Tabulation. The City of Brenham has enlisted the services of Mr. Charlie Staffeld of ESESIS Environmental Partners, Corp. as a subject matter expert in asbestos abatement and building demolition. Mr. Staffeld is uniquely qualified to evaluate these bids for compliance and technical delivery. On behalf of the City of Brenham, Mr. Staffeld hosted an optional pre-bid conference and a mandatory site visit for prospective contractors prior to the bid opening. Mr. Staffeld attended the bid opening and has reviewed the responsive bids.</p> <p>Due to the complex nature of this bid, the Purchasing Department will defer to the expertise of Mr. Staffeld to make a recommendation for the award of this bid. The lowest price for the Asbestos Abatement and Demolition is 1 Priority Environment Services, Inc. Other factors to consider are 1) the optional bid which according to the specifications of the bid will be awarded to the same contractor as the abatement and demolition; and 2) the number of days to complete the project. Since this is an abatement project, the State of Texas requires air quality monitoring each day of work. ESESIS Environmental will conduct the required air quality monitoring at an estimated cost of \$915 per day. The number of days to complete this project will significantly impact the overall cost of the project. The attached bid analysis references the total cost per bidder with all factors considered.</p>		

**STAFF ANALYSIS (For Ordinances or Regular Agenda Items):**

**A. PROS:** Demolish vacant structure of 210 N. Park which is deemed an impaired asset. Dispose of asbestos within structure in compliance with environmental regulations.

**B. CONS:**

**ALTERNATIVES (In Suggested Order of Staff Preference):**

**ATTACHMENTS:** (1) Bid Information Sheet; and (2) Bid Tabulation

**FUNDING SOURCE (Where Applicable):** \$100,000 has been allocated in the current FY 11-12 RAE using ABNR (Above Budget Net Revenue). The remaining funding will come from reserves unless ABNR exceeds RAE estimate.

**RECOMMENDED ACTION:** Award Bid No. 12-011 and a Contract for the Demolition and Abatement of the Abandoned Municipal Building Located at 210 N. Park Street and Authorize the Mayor to Execute Any Necessary Documentation

**APPROVALS:** Kyle Dannhaus



Bid Information Sheet

August 8, 2012

Bid No. 12-011

For: 210 N. Park Rebid of Asbestos Abatement, Structural Demolition-210 N. Park

Account to be charged: 100-5-450.00

Amount Budgeted: \$100,000

Number of bidders sent bid packet: 23

Number of completed bids returned to Purchasing: 7



BID TABULATION

210 N. PARK  
 REBID OF ASBESTOS ABATEMENT, STRUCTURAL DEMOLITION  
 Bid No. 12-011

<b>210 N. Park</b>	<b>Sierra</b>	<b>A&amp;R</b>	<b>Sisk-Robb</b>	<b>AAR</b>	<b>ARC</b>	<b>1 Priority</b>	
<b>Rebid of Asbestos Abatement/Structural Demolition</b>	<b>Contracting</b>	<b>Demolition</b>	<b>Inc.</b>	<b>Inc.</b>	<b>Abatement</b>	<b>Enviro.</b>	<b>ERSI</b>
Base Bid	\$129,500	\$144,000	\$132,200	\$124,695	\$145,250	\$123,250	\$152,425
# of Days to Complete	42 Days	60 Days	58 Days	35 Days	75 Working Days	20 Days	70 Days
<b>210 N. Park</b>	<b>Sierra</b>	<b>A&amp;R</b>	<b>Sisk-Robb</b>	<b>AAR</b>	<b>ARC</b>	<b>1 Priority</b>	
<b>Optional Bid- Foundation Removal</b>	<b>Contracting</b>	<b>Demolition</b>	<b>Inc.</b>	<b>Inc.</b>	<b>Abatement</b>	<b>Enviro.</b>	<b>ERSI</b>
Base Bid	\$14,000	\$9,000	\$13,400	\$17,000	\$18,150	\$24,250	\$12,812
# of Days to Complete	5 Days	15 Days	7 Days	7 Days	15 Working Days	10 Days	5 Days
<b>Total Bid</b>	<b>Sierra</b>	<b>A&amp;R</b>	<b>Sisk-Robb</b>	<b>AAR</b>	<b>ARC</b>	<b>1 Priority</b>	
	<b>Contracting</b>	<b>Demolition</b>	<b>Inc.</b>	<b>Inc.</b>	<b>Abatement</b>	<b>Enviro.</b>	<b>ERSI</b>
	\$143,500	\$153,000	\$145,600	\$141,695	\$163,400	\$147,500	\$165,237
Total Days to Complete	47	75	65	42	90	30	75
ESESIS estimated \$ amount for monitoring per day	\$915	\$915	\$915	\$915	\$915	\$915	\$915
Total ESESIS estimated \$ amount for monitoring	\$43,005	\$68,625	\$59,475	\$38,430	\$82,350	\$27,450	\$68,625
<b>TOTAL ESTIMATED AMOUNT</b>	\$186,505	\$221,625	\$205,075	\$180,125	\$245,750	<b>\$174,950</b>	<b>\$233,862</b>



## AGENDA ITEM 8

<b>DATE OF MEETING:</b> August 16, 2012	<b>DATE SUBMITTED:</b> August 13, 2012	
<b>DEPT. OF ORIGIN:</b> Public Works	<b>SUBMITTED BY:</b> Doug Baker	
<b>MEETING TYPE: CLASSIFICATION: ORDINANCE:</b>		
<input checked="" type="checkbox"/> <b>REGULAR</b>	<input type="checkbox"/> <b>PUBLIC HEARING</b>	<input type="checkbox"/> <b>1<sup>ST</sup> READING</b>
<input type="checkbox"/> <b>SPECIAL</b>	<input type="checkbox"/> <b>CONSENT</b>	<input type="checkbox"/> <b>2<sup>ND</sup> READING</b>
<input type="checkbox"/> <b>EXECUTIVE SESSION</b>	<input checked="" type="checkbox"/> <b>REGULAR</b>	<input type="checkbox"/> <b>RESOLUTION</b>
	<input type="checkbox"/> <b>WORK SESSION</b>	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon the Award of a Contract for the Realignment of Stringer Street Associated with the Improvements Related to the U.S. Highway 290 Project and Authorize the Mayor to Execute Any Necessary Documentation		
<b>SUMMARY STATEMENT:</b> The overpass at the intersection of Stringer Street and Hwy 290 has been under construction. It was designed with the assumption that Stringer Street would be a major collector street in the future. TxDot designed the overpass for Stringer's ultimate width, that is, two through lanes plus a left turn lane in both directions.  Additional lanes have been planned for, even though they are not being constructed now, the extra pavement width made it necessary to construct the center of the overpass approximately eighty feet west of the existing centerline of Stringer Street. Therefore, approximately five hundred feet of pavement will have to be realigned to line up with the center of the new overpass.  Since the bid opening is scheduled on August 14, 2012, the day after agenda packet distribution, Council will receive the bid information via email.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
A. <b>PROS:</b>		
B. <b>CONS:</b>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b> N/A		
<b>ATTACHMENTS:</b> None		
<b>FUNDING SOURCE (Where Applicable):</b>		

**RECOMMENDED ACTION:** Award a contract for the realignment of Stringer Street associated with the improvements related to the U.S. Highway 290 Project and authorize the Mayor to execute any necessary documentation.

**APPROVALS:** Terry K. Roberts