



**NOTICE OF A SPECIAL WORKSHOP MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, FEBRUARY 27, 2014 AT 8:00 A.M.
SECOND FLOOR CITY HALL
CONFERENCE ROOM 2A
200 W. VULCAN
BRENHAM, TEXAS**

1. Call Meeting to Order

WORK SESSION

- 2. Presentation and Discussion of Financing Options for Firefighting and Rescue Equipment, and Capital Improvements Related to the Brenham Pet Adoption and Animal Care Facility and the Nancy Carol Roberts Memorial Library **Page 1-2****
- 3. Presentation and Discussion on the City of Brenham's Charter **Page 3-21****

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 February 27, 2014 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 February 21, 2014 at **3:15 PM**.

Amanda Klehm

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 _____, 2014 at _____ AM PM.

Signature

Title



AGENDA ITEM 1

| | | |
|--|--|--|
| DATE OF MEETING: February 27, 2014 | DATE SUBMITTED: February 21, 2014 | |
| DEPT. OF ORIGIN: Finance | SUBMITTED BY: Carolyn D. Miller | |
| MEETING TYPE: | CLASSIFICATION: | ORDINANCE: |
| <input type="checkbox"/> REGULAR | <input type="checkbox"/> PUBLIC HEARING | <input type="checkbox"/> 1 ST READING |
| <input checked="" 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 Discussion of Financing Options for Firefighting and Rescue Equipment, and Capital Improvements Related to the Brenham Pet Adoption and Animal Care Facility and the Nancy Carol Roberts Memorial Library | | |
| SUMMARY STATEMENT: Please see attached memo. | | |
| STAFF ANALYSIS (For Ordinances or Regular Agenda Items): | | |
| A. PROS: | | |
| B. CONS: | | |
| ALTERNATIVES (In Suggested Order of Staff Preference): | | |
| ATTACHMENTS: (1) Memo from Terry Roberts | | |
| FUNDING SOURCE (Where Applicable): N/A | | |
| RECOMMENDED ACTION: Discussion Only. | | |
| APPROVALS: Terry K. Roberts | | |



TO: Mayor and City Council

FROM: Terry K. Roberts, City Manager

SUBJECT: **Capital Projects Workshop 2014**

DATE: February 24, 2014

In the spring of 2014 we will move forward on the debt financing of the two fire trucks approved in the budget. Financial Advisor Garry Kimball has prepared financing schedules to accomplish the funding of the two trucks.

He has also provided the staff some financing options to address capital needs associated with the animal shelter and library. In order to provide Garry a clear direction, we will utilize this capital projects workshop as a time to review these projects and financing alternatives.

Both projects have some similarities to them in that both have received some minor funding support in the past from the County and both have groups active in raising capital funds for the two projects. The City Council has also retained architects for each project to develop plans and options for addressing the needs of those two facilities.

We will have a power point presentation ready for Council's review Thursday morning that will address a public-private partnership for each project. The meeting Thursday will not focus on designs, floor plans and the like. We will address the financing aspect of the two projects and evaluate whether the timing is right to move forward with a joint effort between the City and those groups involved in raising funds for those capital improvements.



AGENDA ITEM 2

| | | |
|---|---|--|
| DATE OF MEETING: February 27, 2014 | DATE SUBMITTED: February 21, 2014 | |
| DEPT. OF ORIGIN: Administration | SUBMITTED BY: Jeana Bellinger | |
| MEETING TYPE: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> SPECIAL <input type="checkbox"/> EXECUTIVE SESSION | CLASSIFICATION: <input type="checkbox"/> PUBLIC HEARING <input type="checkbox"/> CONSENT <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> WORK SESSION | ORDINANCE: <input type="checkbox"/> 1 ST READING <input type="checkbox"/> 2 ND READING <input type="checkbox"/> RESOLUTION |
| AGENDA ITEM DESCRIPTION: Presentation and Discussion on the City of Brenham's Charter | | |
| SUMMARY STATEMENT: Please see attached memo. | | |
| STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS: | | |
| ALTERNATIVES (In Suggested Order of Staff Preference): | | |
| ATTACHMENTS: (1) Memo from Jeana Bellinger; and (2) Power Point Presentation | | |
| FUNDING SOURCE (Where Applicable): N/A | | |
| RECOMMENDED ACTION: Discussion Only. | | |
| APPROVALS: Terry K. Roberts | | |



To: Mayor and Council
From: Jeana Bellinger
Subject: City of Brenham's Charter
Date: February 24, 2014

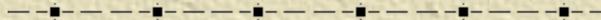
As Mr. Roberts stated in his February 21st e-mail to you, Cary Bovey and I met with him and Mayor Tate last week to discuss the city's charter and revisions that need to be made.

The city's charter has not been updated since May, 1995. It contains obsolete language and is inconsistent with many Federal and/or State laws. After discussing the charter with Mayor Tate, he asked that I present information on the Charter to the full Council so that a decision can be made about a possible Charter Election in 2015.



Charter Election

*Office of the City Secretary
Presentation to the City Council
February 27, 2014*



What is the Charter?

- ✦ The document by which elected and appointed officials are authorized to govern
- ✦ No ordinance may contradict the charter
- ✦ City officials must conduct business in accordance with the charter
- ✦ The charter can only be amended by a majority vote of the citizens

Our Charter's History

- ✦ Brenham was incorporated in 1858
- ✦ State legislature passed and approved the first Brenham charter (1871 and 1873)
- ✦ Residents of Brenham adopted a new charter on September 7, 1920

Charter Amendments

- ✦ April 7, 1970: 3 amendments
- ✦ April 6, 1986: 5 amendments
- ✦ May 6, 1989: 12 amendments
- ✦ May 4, 1991: 8 amendments
- ✦ May 1, 1993: 18 amendments
- ✦ May 6, 1995: 5 amendments

Issues with our Charter

- ✦ Obsolete language
- ✦ Immaterial sections
- ✦ Several years of State and Federal legislative changes that need to be incorporated into the Charter



*Issues with our
Charter??*

Issues with our Charter (Cont.)

✦ Art. II, Sec. 6 – Enumeration of specific powers

“To prohibit and restrain the flying of kites,...rolling of hoops...the use of velocipedes...”

✦ Art. VII, Sec. 6 – Wards

“First Ward: All that territory within the corporate limits...to city limit line.”

✦ Art. III, Sec. 5 – Appointment of Councilmembers

“Vacancies in the City Council shall be filled by appointment by the remaining Councilmembers...”

Steps to a Charter Amendment

- ✦ Conduct a detailed review of the Charter
- ✦ Designate sections to be amended
- ✦ Order an election
- ✦ Update Charter based on election results
- ✦ File amended Charter with Secretary of State

Things to Consider

- ✦ Time it will take to complete the review
- ✦ Cost of the review and its corresponding election
- ✦ The review process:
 - Who will review it?
 - How will they review it?

Things to Consider

- ✦ Time it will take to complete the review
 - Most cities start this process 12-18 months prior to election day
 - A timeline must be prepared and closely followed in order to keep the review process on track



Things to Consider

✦ Cost of the review and it's corresponding election:

- ✓ Legal fees
- ✓ Election supplies
- ✓ Publication fees
- ✓ Translation

Estimated Cost: \$25,000.



Things to Consider

✦ The review process: Who?

- The Council will need to determine who should review the Charter.
 - City Secretary
 - Council Sub-Committee
 - Charter Review Committee
- It can be any one of these or a combination of the three

Things to Consider



✦ The review process: How?

– Categorize each section as:

- Administrative

- Things that are grammatical in nature
- Things that are no longer binding due to changes in State or Federal law

- Legislative

- Things that directly affect the Mayor and Council's authority or how staff conducts business

Now What?

- ✦ Determine if now is the time for a Charter review
- ✦ Determine the review process

Recommendation No. 1

✦ City Secretary to review

- Review would be directed by the City Secretary
- Work hand-in-hand with the City Attorney
- Receive direction and input from the Mayor, City Manager and Directors
- Provide Council with regular status updates
- Recommendations would be presented to Council for final approval

Recommendation No. 2

- ✦ City Secretary & Council Sub-Committee
 - Review would be directed by the City Secretary
 - Work hand-in-hand with the Mayor, City Manager and City Attorney
 - Receive direction and input from the Council Sub-Committee
 - Provide Council with regular status updates
 - Recommended changes would be approved by the Council

Questions?