



**NOTICE OF A REGULAR MEETING  
THE BRENHAM CITY COUNCIL  
THURSDAY NOVEMBER 6, 2014 AT 2:00 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 Goss**
- 3. Service Recognitions**
  - **Christi Korth, Finance - 5 Years**
  - **Eddie Ocanas, Police Department - 10 Years**
  - **Kim Mueller, Maintenance Department - 15 Years**
  - **Susan K. Nienstedt, Human Resources - 15 Years**
  - **Kyle D. Dannhaus, Administration - 30 Years**
  - **Alton W. Sommerfield, Electric Department - 35 Years**
- 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 October 9, 2014 Regular City Council Meeting**

## **WORK SESSION**

- 6. Discussion and Presentation Related to the Future Expansion, Renovation and Modernization of the Nancy Carol Roberts Memorial Library** **Page 15 - 22**
- 7. Discussion and Presentation Related to the Future Brenham Pet Adoption and Animal Care Facility** **Page 23 - 33**
- 8. Discussion and Presentation Related to the Exit Signs Along U.S. Highway 290 in Relation to the S. Chappell Hill Street Extension** **Page 34 - 35**
- 9. Discussion and Presentation Related to the Possible Placement of Stop Signs Along S. Day Street at its Intersection with College Avenue and Charles Lewis Street** **Page 36 - 41**

## **REGULAR AGENDA**

- 10. Discuss and Possibly Act Upon an Ordinance on Its First Reading Authorizing a Variance to Minimum Setback Requirements as Outlined in Chapter 14, Mobile Homes, Manufactured Homes and Manufactured Home Parks, of the City of Brenham's Code of Ordinances** **Page 42 - 46**
- 11. Discuss and Possibly Act Upon the Appointment of Kacey Weiss as Deputy City Secretary** **Page 47**
- 12. Discuss and Possibly Act Upon an Ordinance on Its First Reading to Repeal Ordinance No. O-14-027 Relating to the Designation of Approximately 1.4 Acres in the Arabella Harrington League as Reinvestment Zone Number Forty for Commercial Tax Phase-In Incentive as Provided in Chapter 312 of the Texas Tax Code** **Page 48 - 51**
- 13. Discuss and Possibly Act Upon Resolution No. R-14-024 to Repeal Resolution No. R-14-018 Relating to the Adoption of a Commercial Tax Phase-In Agreement with Independence Coffee Company, LLC.** **Page 52 - 53**

## **EXECUTIVE SESSION**

- 14. Section 551.072 – Texas Government Code – Deliberation Regarding Real Property – Discuss and Consider Various Properties in the Downtown Area for Possible Future Acquisition** **Page 54**

## REGULAR AGENDA

### 15. Administrative/Elected Officials Report

**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.

### 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 November 6, 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 November 3, 2014 at **11:45 AM**.

*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 \_\_\_\_\_, 2014 at \_\_\_\_\_ AM PM.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on October 9, 2014 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members present:

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

### Members absent:

Councilmember Andrew Ebel

### Others present:

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

### Citizens present:

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

### Media Present:

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

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

**3. Service Recognitions**

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

**4. Proclamations**

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

**5. Citizens Comments**

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

**CONSENT AGENDA**

**6. Statutory Consent Agenda**

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

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

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

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

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

## **WORK SESSION**

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

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

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

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

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

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

## **REGULAR AGENDA**

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

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

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

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

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

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

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

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the request for a noise variance for the Jones/Buchman wedding to be held on October 11, 2014 from 12:00 p.m. to 11:00 p.m. at Fireman’s Park and authorize the Mayor to execute any necessary documentation.

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

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

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

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

A motion was made by Councilmember Herring and seconded by Councilmember Williams to approve the request for a noise variance for Relay for Life to be held on October 10, 2014 from 6:00 p.m. to 11:00 p.m. at Fireman’s Park and authorize the Mayor to execute any necessary documentation.

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

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

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

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

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

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve Ordinance No. O-14-035 on its second reading, with section numbering corrected as needed, amending Chapter 6, Buildings and Structures, of the Code of Ordinances of the City of Brenham.

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

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

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

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

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

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

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

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

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

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

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

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

A motion was made by Councilmember Herring and seconded by Councilmember Goss to approve Change Order No. 1 in the amount of \$20,109.00 to Collier Construction, LLC for the extension of Chappell Hill Street and authorize the Mayor to execute any necessary documentation.

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

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

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

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

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

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

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

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

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

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

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

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

A motion was made by Councilmember Goss and seconded by Councilmember Barnes-Tilley to approve a lease purchase agreement with JPMorgan Chase Bank for five (5) years, at an interest rate of 2.164% with an annual payment of \$29,313.51, for the purchase of an Asphalt Zipper AZ600-B260 for the City of Brenham’s Street Department and authorize the Mayor to execute any necessary documentation.

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

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

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

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

**Section V. Responsibilities and Control**

City Council Responsibilities

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

Investment Officer

- ✓ Disclose personal business relationships in accordance with City policy

Internal Controls

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

**Section VI. Suitable and Authorized Investments**

Authorized Investments

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

**Section IX. Safekeeping of Securities and Collateral**

Safekeeping and Custodial Agreements

- ✓ Required monthly collateral reports

Collateral Policy

- ✓ Approve the collateralization agreements with custodians

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve Resolution No. R-14-022 reauthorizing an Investment Policy for the City of Brenham.

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

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

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

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

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

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Herring to approve Resolution No. R-14-023 authorizing the submission of a grant pre-application to the U.S. Department of Agriculture Rural Development Community Facilities Loan & Grants Program for the construction of the Brenham Pet Adoption and Animal Care Facility and authorize the Mayor to execute any necessary documentation.

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

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

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

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

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Williams to approve the submission of grant applications to the Mason Foundation for Animal Shelter Design and the Meacham Foundation for assistance in the construction of the Brenham Pet Adoption and Animal Care Facility and authorize the Mayor to execute any necessary documentation.

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

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

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

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

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the purchase of one (1) reel mower in the amount of \$29,936.36 and one (1) mulching mower in the amount of \$23,205.87 for the Parks Department from Professional Turf Products, L.P., through the BuyBoard Local Government Purchasing Cooperative and authorize the Mayor to execute any necessary documentation.

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

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

## 20. Administrative/Elected Officials Report

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

City Manager Terry Roberts reported on the following:

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

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jean Bellinger, TRMC  
City Secretary



## AGENDA ITEM 6

<b>DATE OF MEETING:</b> November 6, 2014	<b>DATE SUBMITTED:</b> October 30, 2014	
<b>DEPT. OF ORIGIN:</b> Community Services	<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 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 type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discussion and Presentation Related to the Future Expansion, Renovation and Modernization of the Nancy Carol Roberts Memorial Library		
<p><b>SUMMARY STATEMENT:</b> The last presentation and update to Council regarding the facility modernization project was provided March 20, 2014. At that meeting, staff was tasked with 1) planning and implementing the relocation of the Nancy Carol Roberts Memorial Library into its temporary location within City Hall; and 2) securing the public and private funding partnership equal to the project budget. Once these steps were complete, the project was able to move into the design phase.</p> <p>The facility design process was a collaborative one with input from City Staff, the Library Advisory Board which is comprised of five Fortnightly and four City-appointed board members and the citizens in attendance at the Library Advisory Board meetings. A detailed account of the design process is attached. Also attached are the final deliverables from this process: 1) the Schedule Planner, 2) the Exterior Elevation, 3) the Interior Conceptual Design Plan and the 4) Site Plan.</p> <p>A Library Advisory Board meeting will be held November 5, 2014 with Komatsu presenting the 35 percent design plans. From this presentation, Staff will be able to provide Council proposed costs for the project.</p>		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<b>A. PROS:</b>		
<b>B. CONS:</b>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> (1) Memo from Wende Ragonis, Director of Community Services; (2) Schedule Planner; (3) Exterior Elevation; (4) Interior Conceptual Design Plan; and (5) Site Plan		

**FUNDING SOURCE (Where Applicable):**

**RECOMMENDED ACTION:** Discussion only.

**APPROVALS:** Terry K. Roberts

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**MEMORANDUM**

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**TO:** Mayor and City Council  
**FROM:** Wende Ragonis  
**SUBJECT:** Facility Modernization Update  
**DATE:** October 30, 2014

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This memo details the progress of the modernization of the library facility since the March 20, 2014 Council meeting. Below is a summary of key events from that meeting to date.

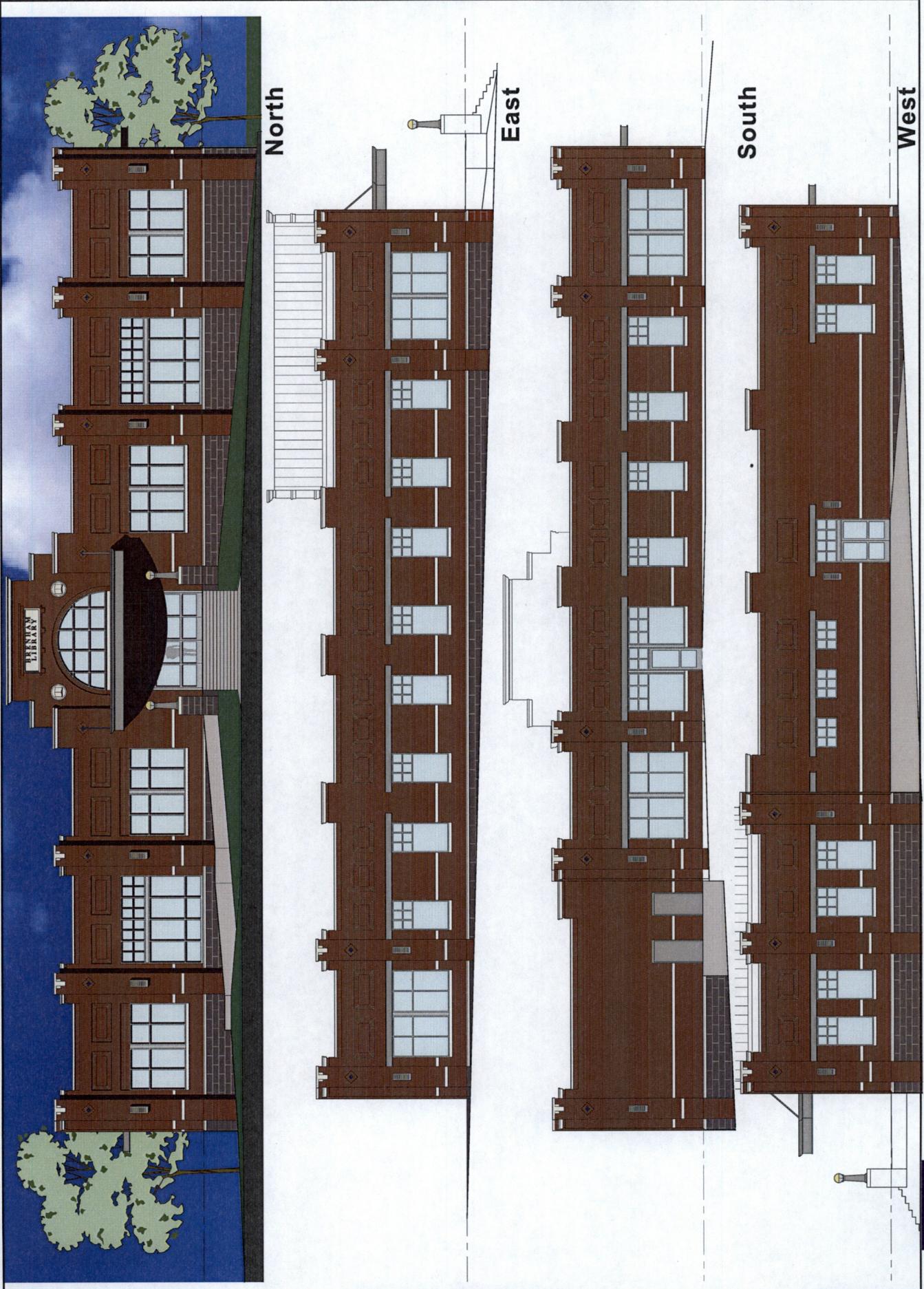
- **April 9, 2014 Library Advisory Board (LAB) meeting:** The Komatsu team provided a conceptual drawing of the placement of the library addition and the parking lot design. Komatsu summarized the conceptual designed of the interior space and gathered additional feedback for the project.
  
- **May 21, 1014 Library Advisory Board meeting:** The Komatsu team confirmed feedback from previous meetings and presented exterior elevations. The LAB selected the traditional style of architecture for the exterior. Komatsu also presented two conceptual interior designs to accommodate varying collection sizes, Option 1 and Option 2. Komatsu gathered feedback from the LAB and citizens in the audience.
  
- **June 11, 2014 Library Advisory Board meeting:** The LAB was presented the Memo of Understanding in regards to the Library facility modernization funding between the Nancy Carol Roberts Memorial Library 501c3 and the City of Brenham. The LAB also heard from Museum Director, Doug Price, and citizens in the audience in regards to genealogy services. The Museum is housing several historically significant items for the NCRML while the Library is in its temporary location.
  
- **July 16, 2014 Library Advisory Board meeting:** Komatsu was not in attendance at this LAB meeting. Staff facilitated discussions with the LAB and citizens in the audience to identify the programming need's impact on the modernized facility. Staff presented the demographic data and library patron usage to note how the existing library facility

was being utilized and how it might be utilized in the future. In collaboration with the LAB and the citizens in the audience, staff documented another version an Option 3 of the conceptual design. This plan included space for technology, children and teen programming and genealogy. Staff provided this design to Komatsu for incorporation into their next conceptual design.

- **August 27, 2014 Library Advisory Board meeting:** Komatsu presented to the LAB during the August 27, 2014 meeting an Option 4 which they designed based on the Option 3 design. This plan was agreed to by the LAB, so Komatsu was asked to proceed with the next phase of the project. Also at this meeting, it was determined that a sub - committee of the LAB would be established to review 1) community donations for the modernized facility; 2) donation recognition in the new facility; 3) acceptance of on-going community donations; 4) recognition of past and future donors.
- **November 5, 2014 Library Advisory Board meeting:** Komatsu will present to the LAB the Design Documents and next steps in the process.

The final deliverables from this process are attached.

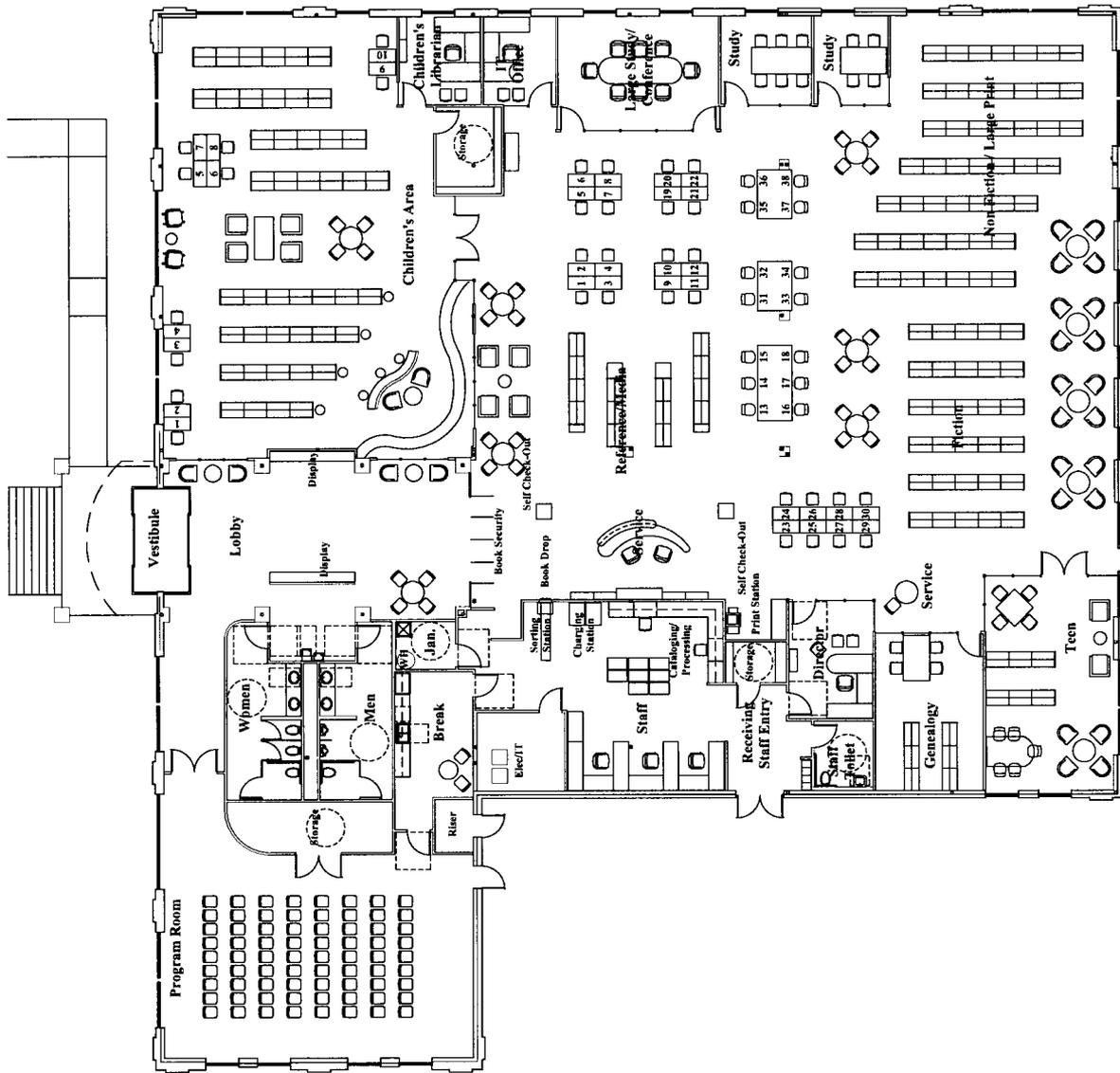




LIBRARY FACILITY MODERNIZATION  
BRENHAM  
TEXAS

KOMATSU  
ARCHITECTURE  
May 21, 2014

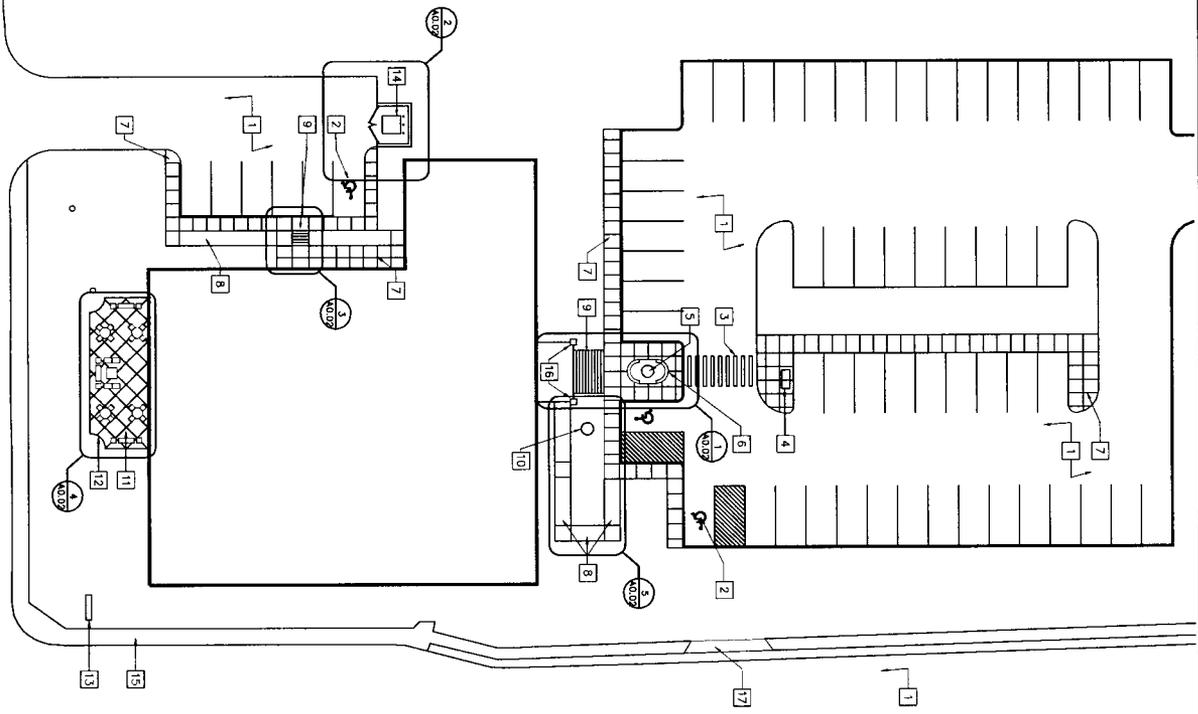
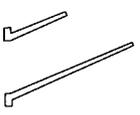




35,000 Collection Option 4



1 SITE PLAN  
SCALE: 1/20" = 1'-0"



NOTES BY SYMBOL

- 1. CONCRETE PARKING AREA
- 2. ACCESSIBLE PARKING SPACES
- 3. CROSSWALK
- 4. BOOK DROP
- 5. RELOCATED WATER FEATURE
- 6. CONCRETE BENCHES
- 7. CONCRETE SIDEWALK
- 8. CONCRETE RAMP AND HANDRAILS
- 9. CONCRETE STAIR AND HANDRAILS
- 10. 30" FLAGPOLE
- 11. OUTSIDE READING AREA
- 12. IRON FENCE WITH MASONRY PIERS
- 13. MONUMENT SIGN
- 14. DUMPTER SCREEN WALL WITH STEEL GATE
- 15. EXISTING CONCRETE PLATNORK
- 16. STONE PILASTERS WITH EXTERIOR LIGHT FIXTURE
- 17. NEW SIDEWALK AND CURB AT FORMER ENTRY ACCESS



<p>DATE: 10/28/2010 SHEET: AO.01</p>	<p>LIBRARY FACILITY MODERNIZATION CITY OF BRENHAM 100 MARTIN LUTHER KING JR. PKWY. BRENHAM, TEXAS 77833 SITE PLAN</p>	<p>THIS PLAN IS THE PROPERTY OF KOMATSU ARCHITECTURE. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, REPRODUCED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KOMATSU ARCHITECTURE.</p>	
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## AGENDA ITEM 7

<b>DATE OF MEETING:</b> November 6, 2014	<b>DATE SUBMITTED:</b> October 30, 2014	
<b>DEPT. OF ORIGIN:</b> Police/Animal Shelter	<b>SUBMITTED BY:</b> Rex Phelps	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input 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 type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discussion and Presentation Related to the Future Brenham Pet Adoption and Animal Care Facility		
<b>SUMMARY STATEMENT:</b> The Animal Shelter Task Force is respectfully reporting the progress of this capital project to the Mayor and Council Members. The aforementioned task force has been engaged in fundraising efforts to partnership with the City of Brenham and make this needed project a reality. The new facility will be approx. 2x the square footage of the current dilapidated shelter with 3x the sheltering capabilities.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<p><b>A. PROS:</b> The new facility has been designed in a way that promotes and emphasizes pet adoptions. It will prevent the state from closing the current shelter because it no longer meets mandated requirements. The new facility will provide the room needed to service our areas population growth.</p> <p><b>B. CONS:</b> None Identified</p>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b> This project has already been determined to be the best alternative. The construction of a new facility was more costs effective than a refurbishment and expansion of the current facility. The current facility footprint would not support expansion.		
<b>ATTACHMENTS:</b> (1) PowerPoint presentation with recommended elevations, site plan and floor plan.		
<b>FUNDING SOURCE (Where Applicable):</b> City of Brenham \$1,000,000 and private donations of approximately \$1,000,000. There is also three grant applications outstanding and awaiting award status.		
<b>RECOMMENDED ACTION:</b> Discussion only.		
<b>APPROVALS:</b> Terry K. Roberts		

# Brenham Pet Adoption and Care Center

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# Solution



- New facility approximately double the current facility but with three times the housing capability
  - Approx. 8,500 square foot
  - Est. 160 - 170 kennels
- Meets our current demand with reasonable room for growth
- New facility designed for
  - Maximizing adoptions
  - Spay & neutering education
  - Clean healthy environment for animals, employees, volunteers and community members

# New Facility

**\*\*105 cat cages / 73 dog kennels = 178  
2 X square footage = 3 X sheltering capabilities**

**Health & Safety**

**Acoustics**

**Materials**

**Lighting**

**Clean-up / Odor control**

**Safety – triage, etc.**

**Infrastructure – proper drainage**



# Facility areas

- Adoption/Reception/ Lobby
- Offices
- Break room
- Proper restrooms
- Conference Room
- Adoption Display area
- Secure Drop-off area
- Animal Receiving
- Dog Holding
- Cat Holding
- Dog Kennel area
- Dog Isolation
- Dog Quarantine
- Cat Area
- Cat Isolation
- Cat Quarantine
- Lab Area
- Freezer Area
- Laundry Room
- Feed Room
- Utility Room
- Electrical Room
- Storage

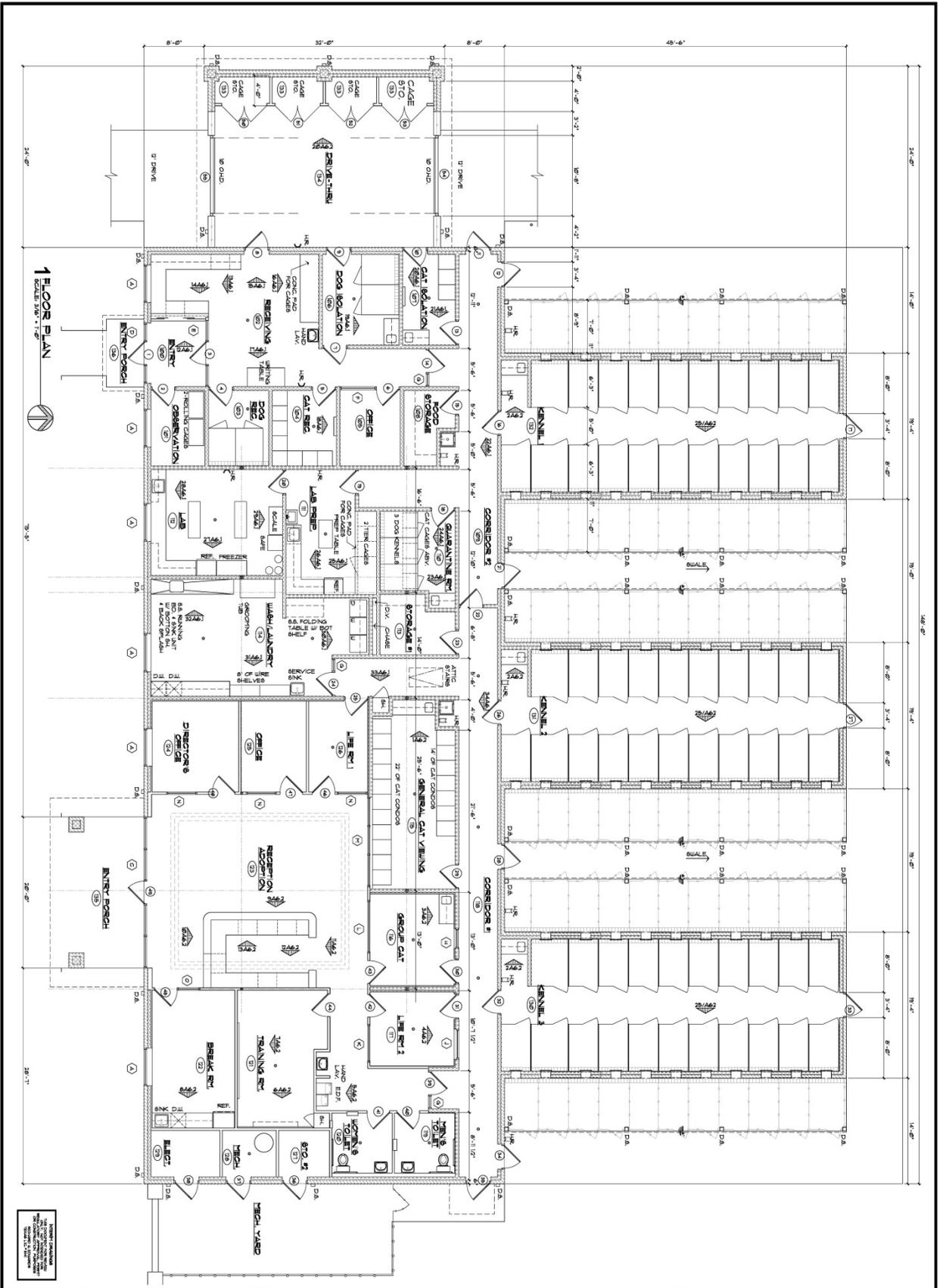
# Front Elevation



# Back Elevation







**FLOOR PLAN**  
SCALE: 1/8" = 1'-0"

EDWARDS ASSOCIATES  
ARCHITECTS, PLANNERS & INTERIOR DESIGNERS  
1000 WEST 12TH STREET  
DALLAS, TEXAS 75208  
TEL: 214-750-1234  
WWW.EDWARDSASSOCIATES.COM

FLOOR PLAN  
SHEET NO. A-2:1  
DATE: 10-23-14  
COMMISSION: 1404

**BRENHAM PET ADOPTION CENTER**  
BRENHAM, TEXAS

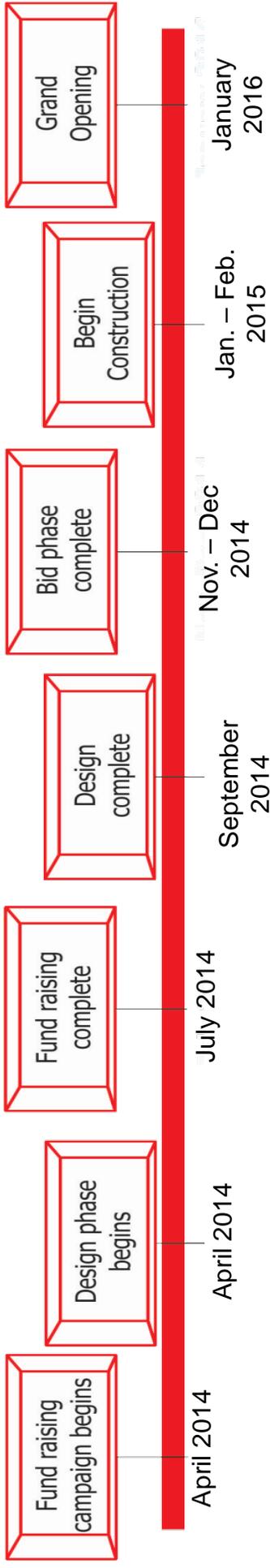
**EDWARDS**  
associates  
ARCHITECTS, PLANNERS & INTERIOR DESIGNERS • AIA  
REGISTERED PROFESSIONAL ARCHITECT  
STATE OF TEXAS  
NO. 34567  
DALLAS, TEXAS

# On The Move



- Many strategic meetings
- Numerous presentations
- Toured many other shelter facilities
- Conducted space and facility needs study
- Location determined
- Mayor and Council awarded architectural contract
- Design phase completed
- Fundraised \$887,555.82 thus far
- <sup>32</sup> Mayor & Council committed significant public funding

# What's Next in Timeline





## AGENDA ITEM 8

<b>DATE OF MEETING:</b> 11/6/14	<b>DATE SUBMITTED:</b> 10/30/14	
<b>DEPT. OF ORIGIN:</b> Public Works	<b>SUBMITTED BY:</b> Dane Rau	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>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 type="checkbox"/> <b>REGULAR</b>	<input type="checkbox"/> <b>RESOLUTION</b>
	<input checked="" type="checkbox"/> <b>WORK SESSION</b>	
<b>AGENDA ITEM DESCRIPTION:</b> Discussion and Presentation Related to the Exit Signs Along U.S. Highway 290 in Relation to the S. Chappell Hill Street Extension		
<p><b>SUMMARY STATEMENT:</b> On Oct 17, 2014 City Council passed a resolution changing the name of Stringer St. to S. Chappell Hill St. When this occurred Public Works sent a letter to TxDOT requesting that the eastbound and westbound exit signs for Stringer St. be changed displaying the new name of S. Chappell Hill St. When the name change was passed this was shortly after the construction of HWY 290 was completed. Prior to the construction process there was a westbound sign that was ground mounted displaying “<b>Stringer St. Next Right</b>”. Due to the layout of the FM 577 overpass this sign was removed during construction. TxDOT planned to install a similar sign on the new roadway but once all the exit signs were placed on the final construction drawings it could not be added back between the other destination signs unless it was placed on another cantilever structure on the bridge. This was a TxDOT decision. The only sign that was placed in that area was an destination sign displaying Business 36 Bellville which is on a cantilever sign mounted across the westbound lane.</p> <p>On the eastbound lane there is an exit sign that was erected during the project that displays “<b>Stringer St. /Nutt Blvd. Next Right</b>”. The City of Brenham has expressed our need to change this sign to reflect the new street name to <b>S. Chappell Hill St/Nutt Blvd Next Right</b>. Upon our request we were told that there was a possibility that due to the extended name that the entire sign and pedestal would have to be changed out and there would be a cost to the city for that change.</p> <p>After 12 months we have finally received a verbal number that indicates that the eastbound sign change out is estimated at \$10,000. I have yet to receive a hard number. We have also learned that if we wanted a sign on the westbound lane that it would have to be mounted on the overpass as is the 36 Business sign and those costs would be estimated anywhere from \$40,000-\$65,000.</p> <p>We have inquired about mounting the westbound sign on the same cantilever structure that the Business 36 sign is mounted to but have been told that destination signs, route signs and city street exit signs cannot be mixed on the same structure. They have to be alike in order to be placed together.</p>		

Based on the verbal numbers that TxDOT gave us on both signs, we would like to recommend removing the eastbound sign as well instead of replacing it. This would save \$10,000. When exiting in the future, on the westbound lanes traffic will learn to exit on Business 36 and on the eastbound lanes traffic can exit on FM 577/Business 290 and S. Chappell Hill St will be the first street immediately when you exit.

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

**A. PROS:**

**B. CONS:**

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

**ATTACHMENTS:** None.

**FUNDING SOURCE (Where Applicable):** N/A

**RECOMMENDED ACTION:** Discussion only.

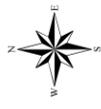
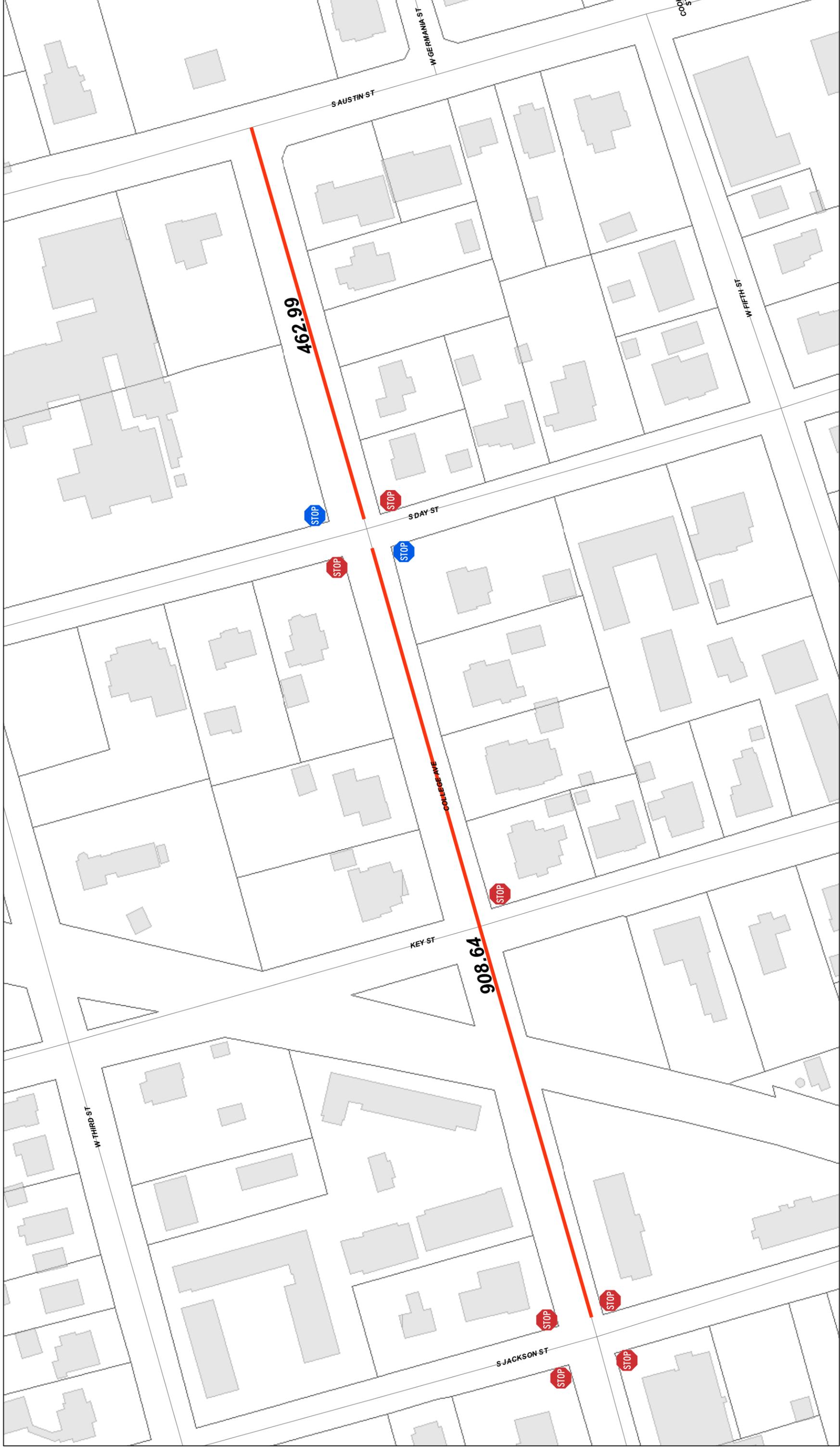
**APPROVALS:** Terry K. Roberts



## AGENDA ITEM 9

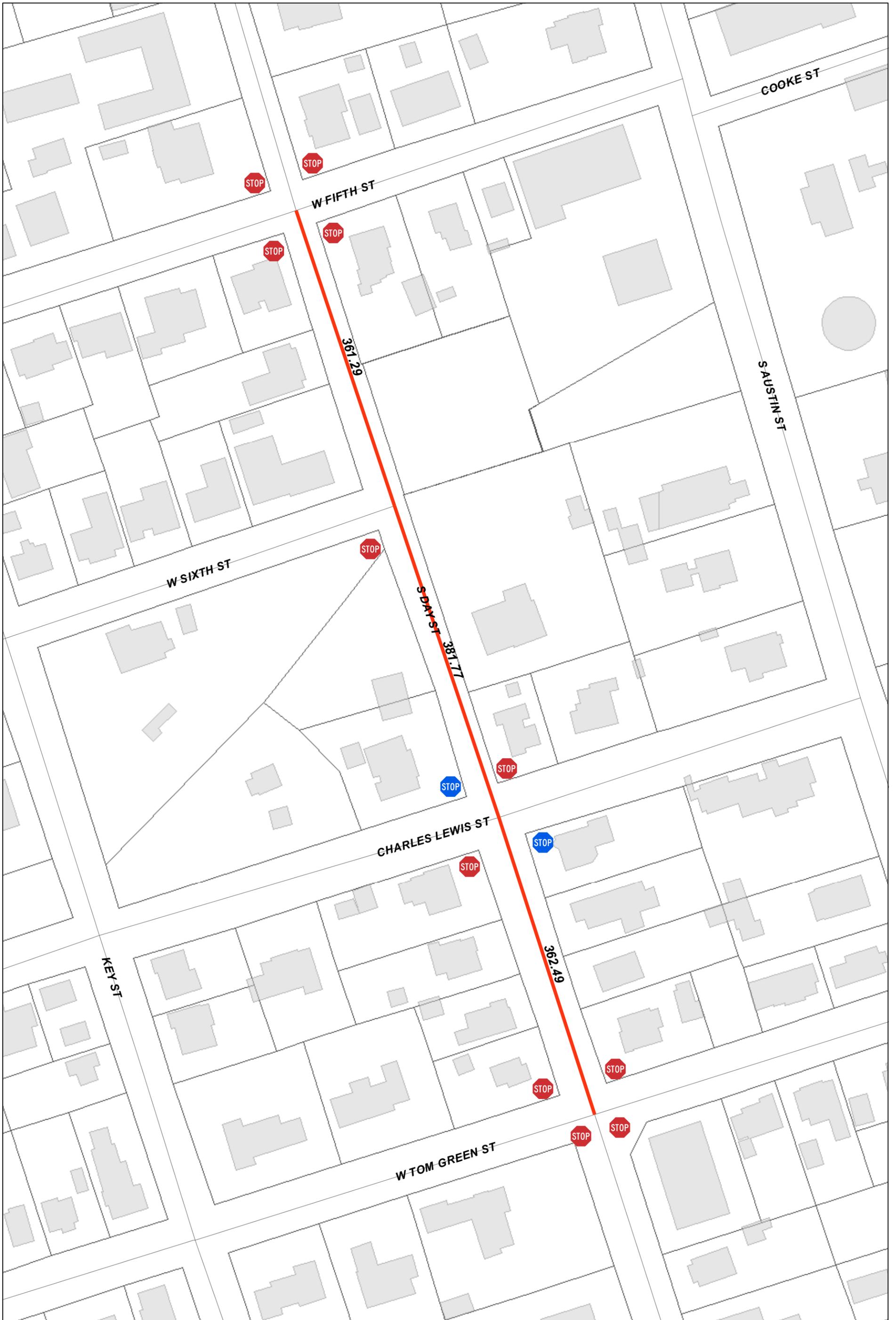
<b>DATE OF MEETING:</b> 11/6/14		<b>DATE SUBMITTED:</b> 10/29/14	
<b>DEPT. OF ORIGIN:</b> Public Works		<b>SUBMITTED BY:</b> Dane Rau	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>	
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 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 type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION	
	<input checked="" type="checkbox"/> WORK SESSION		
<b>AGENDA ITEM DESCRIPTION:</b> Discussion and Presentation Related to the Possible Placement of Stop Signs Along S. Day Street at its Intersection with College Avenue and Charles Lewis Street			
<b>SUMMARY STATEMENT:</b> There have been concerns about the safety related to two intersections along S. Day St. The first one being at College and S. Day and the other being at Charles Lewis and S. Day. We have received requests to consider making these two intersections 4-way stops.			
<p><b>College and S. Day-</b> We have received a request from St. Paul’s Christian Day School outlying their concerns and asking for support in approaching TxDOT about placing stop signs on College where it intersects with Day St. This portion of College is considered FM 389 and is State right-of-way. The City of Brenham does not have the authority to place stop signs on College but can assist St. Paul’s in their effort if so desired.</p> <p>Upon receiving the letter, the Brenham Police Dept. compiled the accident data on this intersection and it shows that there were 11 accidents in the last two years. This was somewhat alarming based off of like intersections that we have previously considered. Public Works and the Police Chief have reviewed the findings and based off of the statistical numbers and the activity around this intersection we can support the idea that stop signs are needed on College. We would like to get Council’s reaction. If directed to change this intersection from a 2-way stop to a 4-way stop we will assist St. Paul’s in presenting a resolution to TxDOT for their consideration.</p> <p><b>Charles Lewis and S. Day-</b> This past week Public Works received a request to consider converting this intersection from a 2 way stop to a 4 way stop. This would be done by placing additional stop signs on S. Day St in order to slow down vehicles leaving Tom Green St. and W. Fifth St. After receiving the request the Police Dept. ran the accident report and it shows that there are no reportable accidents over the last several years. Due to this intersection location on Day St. I can see where a stop sign could be useful being that it is situated in a residential area and not on the collector portion of S. Day or 36 Business. If this intersection was converted to a 4-way stop sign it would not be a drastic change compared to other intersections on the same portion of roadway as W. Fifth St is a 4-way stop intersection. Based off of the accident report information it is hard to warrant placing additional stop signs on S. Day St but it would not be out of the norm for this section of roadway. We wanted to discuss this intersection with Council at the same time as the College/ Day St. intersection.</p>			

<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b> <b>A. PROS:</b> <b>B. CONS:</b>
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>
<b>ATTACHMENTS:</b> (1) Maps; (2) S. Day St/College Accident Report; and (3) Letter
<b>FUNDING SOURCE (Where Applicable):</b>
<b>RECOMMENDED ACTION:</b> Discussion only.
<b>APPROVALS:</b> Terry Roberts



**Legend**

-  EXISTING
-  PROPOSED



1 inch = 100 feet



### Legend



EXISTING



PROPOSED



<u>Accident Address</u>	<u>Accident Address Street</u>	<u>Date - Accident Date and Time</u>	<u>Time - Accident Date and</u>	<u>Accident Number</u>	<u>Accident Officer Filing Report</u>	<u>Accident Unit Subject Injury Status</u>
S DAY ST / COLLEGE	DAY	11/01/2012	15:52:00	201221722	995 - Eilert	NOT INJURED
S DAY ST / COLLEGE	DAY	04/11/2013	17:09:00	201307246	2008 -	NOT INJURED
S DAY ST / COLLEGE	DAY	05/18/2013	11:18:00	201310222	995 - Eilert	NOT INJURED
S DAY ST / COLLEGE	DAY	10/05/2013	16:56:00	201320343	995 - Eilert	NOT INJURED
S DAY ST / COLLEGE	DAY	10/05/2013	16:56:00	201320343	995 - Eilert	POSSIBLE INJURY
S DAY ST / COLLEGE	DAY	10/17/2013	17:16:00	201321093	0914 - Weiss	NOT INJURED
S DAY ST / COLLEGE	DAY	01/03/2014	16:28:00	2014213	0914 - Weiss	NOT INJURED
S DAY ST / COLLEGE	DAY	04/16/2014	16:30:00	20149037	2198 -	NOT INJURED

<u>Accident Address</u>	<u>Date -</u>	<u>Time -</u>	<u>Accident</u>	<u>Accident Officer</u>	<u>Accident Unit</u>
COLLEGE AVE / S DAY ST	03/15/2012	14:43:00	20125582	0505 - Snowden	NOT INJURED
COLLEGE AVE / S DAY ST	07/17/2012	14:00:00	201214369	0229 - Raven	NOT INJURED
COLLEGE AVE / S DAY ST	03/29/2013	11:00:00	201306222	0914 - Weiss	NOT INJURED
COLLEGE AVE / S DAY ST	10/02/2013	11:22:00	201320112	994 - Bobbitt	NOT INJURED

**LACINA & KENJURA, P.C.**

ATTORNEYS AT LAW  
418 North Park Street  
Brenham, Texas 77833

PLEASE REPLY TO:  
P.O. Box 557  
Brenham, Texas 77834-0557

October 31, 2014

City of Brenham  
City Council  
Attn: Dane Rau

Re: Stop signs on College Avenue at Day Street

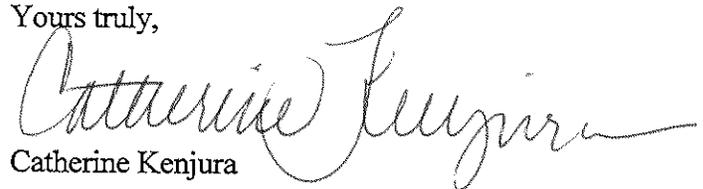
Dear Councilmembers:

I write to you as a director of and on behalf of the Board of the St. Paul's Christian Day School. Our Board respectfully requests that stop signs be placed on College Avenue at the intersection of Day Street, creating a four-way stop at the intersection.

An accident report shows 12 accidents at this intersection within a two year period. A significant amount of traffic passes along College Avenue and Day Street throughout the day. Furthermore, due to the proximity of the intersection to Blinn College, numerous college students drive along these roads. Many drivers stopping at the stop signs at Day Street are unaware that the intersection is not a four-way stop. As a result, the vehicles proceed into traffic and there are frequent accidents and near accidents there throughout the year.

We, as a Board, feel that this is not only unsafe for the children on the playground on College Avenue, but also for our family drivers at the school and all the citizens of Brenham. It is for these reasons that we request the intersection become a four-way stop with stop signs being placed on College Avenue at Day Street. We greatly appreciate your consideration of this matter.

Yours truly,



Catherine Kenjura



## AGENDA ITEM 10

<b>DATE OF MEETING:</b> November 6, 2014	<b>DATE SUBMITTED:</b> October 31, 2014	
<b>DEPT. OF ORIGIN:</b> Development Services	<b>SUBMITTED BY:</b> Grant Lischka	
<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 an Ordinance on its First Reading Authorizing a Variance to the Minimum Setback Requirements as Outlined in Chapter 14, Mobile Homes, Manufactured Homes and Manufactured Home Parks, of the City of Brenham’s Code of Ordinances		
<b>SUMMARY STATEMENT:</b> This is a request for a variance from Country Side Manufactured Home Community to allow open-air carports to be constructed over the existing parking pads. Section 14-9(4)(b) states that nonflammable carports cannot be located closer than 10 feet to a manufactured home. Putting carports over the existing parking pads will encroach slightly into the 10 feet; however, this will alleviate placing carports between manufactured homes, provide a uniform location for carports throughout the park, provide covered parking for all spaces, and be consistent with similar carports within the adjoining park. The Owner agrees to move the carports, if necessary, to allow work in the utility easement. Staff recommends approval of this ordinance authorizing the variance.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<p style="margin-left: 20px;">A. <b>PROS:</b> Allows uniform location of carports throughout the park and allows covered parking for all spaces</p> <p style="margin-left: 20px;">B. <b>CONS:</b></p>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> (1) Ordinance for first reading		
<b>FUNDING SOURCE (Where Applicable):</b> N/A		
<b>RECOMMENDED ACTION:</b> Approve of an Ordinance on its first reading authorizing a variance to the minimum setback requirements as outlined in Chapter 14, Mobile Homes, Manufactured Homes and Manufactured Home Parks, of the City of Brenham’s Code of Ordinances		
<b>APPROVALS:</b> Terry K. Roberts		

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS, GRANTING A VARIANCE TO SECTION 14-9(4) OF THE CITY OF BRENHAM CODE OF ORDINANCES, CHAPTER 14, REGULATING MOBILE HOMES, MANUFACTURED HOMES, AND MANUFACTURED HOME PARKS; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND MEETING.**

**WHEREAS**, the City of Brenham Code of Ordinances, Chapter 14, Mobile Homes, Manufactured Homes, and Manufactured Home Parks provides for standards and regulations regarding manufactured housing and manufactured home parks within the corporate boundaries of the City of Brenham; and

**WHEREAS**, Chapter 14, Section 14-9(4) states that manufactured homes shall be so located on each space in a manufactured home park such that there shall be minimum clearances and setbacks as follows:

- (b) Twenty (20) feet from any manufactured home or building within the park (except storage buildings and carports constructed of nonflammable material may be within ten (10) feet); and

**WHEREAS**, as the legislative body of the City of Brenham, the City Council of the City of Brenham, Texas has the authority to grant variances from the terms of the City of Brenham Code of Ordinances, Chapter 14, Mobile Homes, Manufactured Homes, and Manufactured Home Parks; and

**WHEREAS**, the owner of the property located at 2075 FM 389, Brenham, Texas has developed a manufactured home park (known as “Country Side Manufactured Home Community”) with parking pads to serve all manufactured home spaces in the park; and

**WHEREAS**, the owner desires to avoid installing carports (said carports being nonflammable and open-air on all sides) in locations where each carport is situated between the manufactured homes, and to provide uniform location for carports throughout the manufactured home park; and

**WHEREAS**, the owner has requested approval to install said carports on the existing parking pads which will cause each carport to be located within ten feet (10’) of a manufactured home; and

**WHEREAS**, similar carport locations exist within the adjoining manufactured home park; and

**WHEREAS**, the owner has agreed to move the carports if necessary to allow work in the utility easement; and

**WHEREAS**, the City Council finds that by granting the variance, the spirit of the City of Brenham Code of Ordinances, Chapter 14, Mobile Homes, Manufactured Homes, and Manufactured Homes Ordinance is observed; and

**WHEREAS**, the City Council further finds that granting the variance is not contrary to the public interest;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS:**

1. **Findings of Fact:** All of the above premises are hereby found to be true and correct findings of the City Council of the City of Brenham and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.
2. **Variance Granted:** The City Council hereby grants the request for a variance from the provisions of the City of Brenham Code of Ordinances, Chapter 14, Section 14-9(4)(b) which prohibit a carport from being installed within ten feet (10') of a manufactured home. The owner of the property located at 2075 FM 389, Brenham, TX 77833 shall be permitted to install nonflammable, open-air carports on the existing parking pads within ten feet (10') of a manufactured home. Said carports must be properly installed and maintained in good condition. The carports shall be installed as shown on the Country Side Manufactured Home Community Typical Carport Site Plan attached hereto as Exhibit "A" and incorporated herein for all purposes. Further, in the event the City of Brenham desires to perform any work in the twenty foot (20') utility easement abutting and adjacent to the interior access road, the owner, at no cost to the City of Brenham and within three (3) days of the City's written request, shall temporarily move, or cause to be temporarily moved, said carports as necessary to allow work in said twenty foot (20') utility easement.
3. **Conflict with Prior Ordinances:** In the case of a conflict between this Ordinance and any provision or clause of previous Ordinances adopted by the City of Brenham, the provisions of this Ordinance shall prevail.
4. **Severability:** Should any part, sentence or phrase of this Ordinance be determined to be unlawful, void or unenforceable, the validity of the remaining portions of this Ordinance shall not be adversely affected. No portion of this Ordinance shall fail or become inoperative by reason of the invalidity of any other part. All provisions of this Ordinance are severable.
5. **Effective Date:** This Ordinance shall become effective immediately upon and after its passage and publication as may be required by governing law.

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

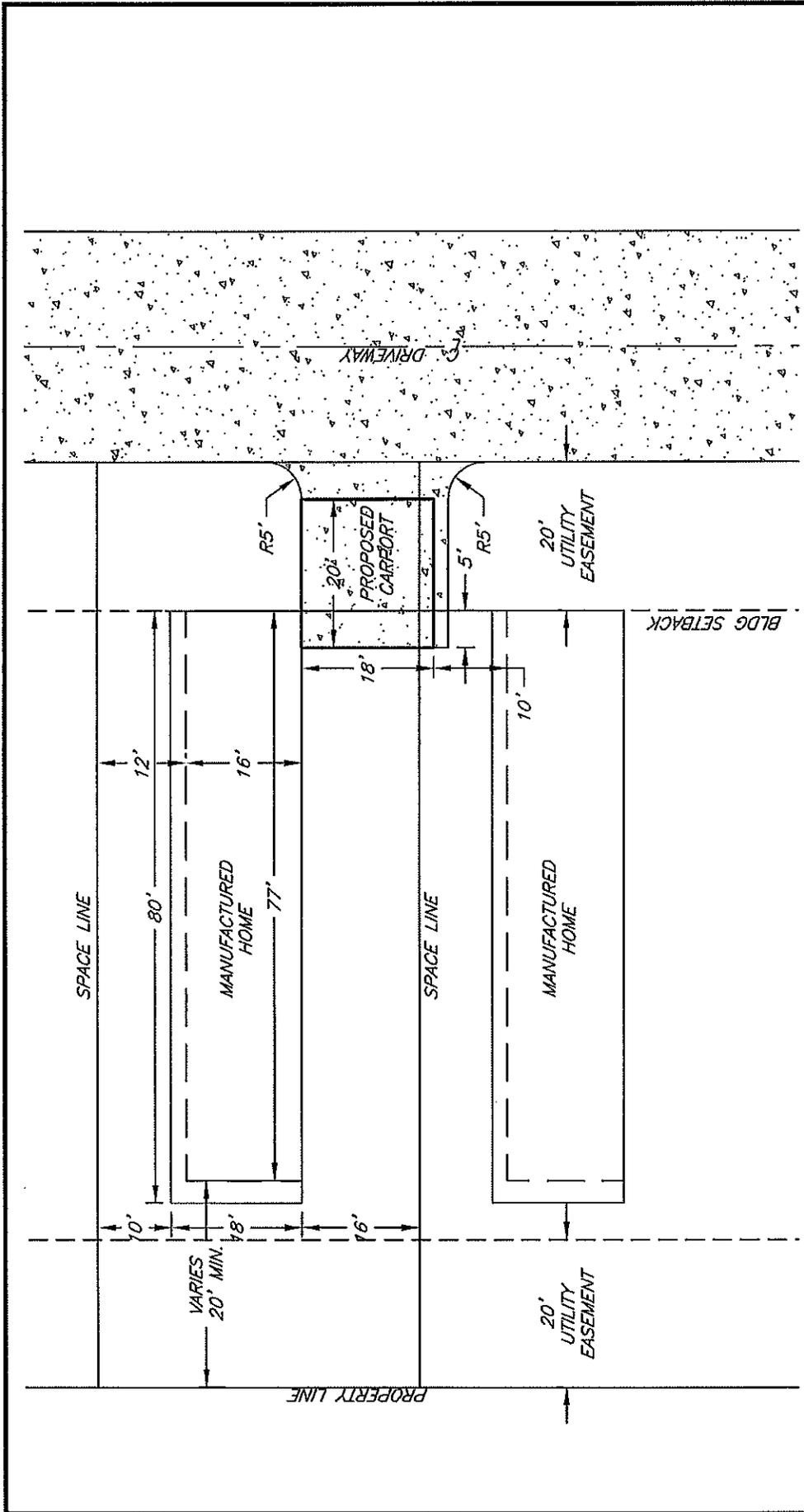
**PASSED and APPROVED** on its first reading this the \_\_\_\_ day of \_\_\_\_\_, 2014.

**PASSED and APPROVED** on its second reading this the \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

\_\_\_\_\_  
Jeana Bellinger, TRMC  
City Secretary



**JONES & CARTER, INC.**  
**ENGINEERS • PLANNERS • SURVEYORS**  
*Texas Board of Professional Engineers Registration No. F-439*  
 1500 South Day Street, Brenham, Texas 77833 (979) 836-6631

SCALE: 1"=20' DGN. BY: BPD  
 DATE: 10-2-2014 DWN. BY: CGM  
 JOB NO. B0121-0001 DWG. NO. PERMITS  
 SUBMITTED: SURV. BY: \_\_\_\_\_  
 F.B. NO. \_\_\_\_\_

**COUNTRY SIDE MANUFACTURED HOME COMMUNITY**  
**TYPICAL CARPORT SITE PLAN**





## AGENDA ITEM 11

<b>DATE OF MEETING:</b> November 6, 2014	<b>DATE SUBMITTED:</b> October 29, 2014	
<b>DEPT. OF ORIGIN:</b> Administration	<b>SUBMITTED BY:</b> Jeana Bellinger	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input 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 the Appointment of Kacey Weiss as Deputy City Secretary.		
<b>SUMMARY STATEMENT:</b> In October, Amanda Klehm resigned her position as Deputy City Secretary to pursue other personal interests. After posting the open position on the City’s website, Municipal Court Clerk Kacey Weiss applied. Kacey holds an Associate’s degree in Speech from Blinn College and has worked in Municipal Court since 2012.  Since March 2014, Kacey has been working one day a week in the City Secretary’s office assisting me with various special projects. During this time Kacey has been a great addition to my team. She is a self-starter and a hard worker. She has been a great asset to my team and, therefore, I am recommending that Kacey Weiss be appointed as Deputy City Secretary.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<b>A. PROS:</b>		
<b>B. CONS:</b>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> None		
<b>FUNDING SOURCE (Where Applicable):</b>		
<b>RECOMMENDED ACTION:</b> Approve the appointment of Kacey Weiss as Deputy City Secretary.		
<b>APPROVALS:</b> Terry K. Roberts		



## AGENDA ITEM 12

<b>DATE OF MEETING:</b> November 6, 2014	<b>DATE SUBMITTED:</b> October 30, 2014	
<b>DEPT. OF ORIGIN:</b> Administration	<b>SUBMITTED BY:</b> Jeana Bellinger	
<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 an Ordinance on Its First Reading to Repeal Ordinance No. O-14-027 Relating to the Designation of Approximately 1.4 Acres in the Arabella Harrington League as Reinvestment Zone Number Forty for Commercial Tax Phase-In Incentive as Provided in Chapter 312 of the Texas Tax Code		
<b>SUMMARY STATEMENT:</b> On September 4, 2014 the City Council passed Ordinance No. O-14-027 designating approximately 1.4 acres in the Arabella Harrington League as Reinvestment Zone Number Forty for Commercial Tax Phase-In Incentive as provided in Chapter 312 of the Texas Tax Code.  The City was notified on September 16 <sup>th</sup> by Economic Development Corporation's Project Manager Clint Kolby that Independence Coffee had decided not to relocate to downtown Brenham so no reinvestment zone of the 1.4 acre tract would be needed. Due to Independence Coffee's decision to not relocate, the City Attorney recommends that Ordinance No. O-14-027 be repealed.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>  A. PROS:  B. CONS:		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b> N/A		
<b>ATTACHMENTS:</b> (1) Ordinance for first reading		
<b>FUNDING SOURCE (Where Applicable):</b> N/A		

**RECOMMENDED ACTION:** Approve an Ordinance on its first reading to repeal Ordinance No. O-14-027 relating to the designation of approximately 1.4 Acres in the Arabella Harrington League as Reinvestment Zone Number Forty for Commercial Tax Phase-In Incentive as provided in Chapter 312 of the Texas Tax Code

**APPROVALS:** Terry K. Roberts

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, REPEALING ORDINANCE NO. O-14-027 RELATING TO THE DESIGNATION OF CERTAIN TRACTS OF LAND CONTAINING APPROXIMATELY 1.4 ACRES LOCATED AT 321 S. BAYLOR STREET, BRENHAM, TEXAS, SITUATED IN THE ARABELLA HARRINGTON LEAGUE, BEING THE SAME PROPERTY DESCRIBED BY DEED DATED APRIL 6, 1951, EXECUTED BY LOUIS J. BEAUMIER AND WIFE, VELMA BEAUMIER TO TRAVIS VOELKEL, RECORDED IN VOLUME 177, PAGE 305, OFFICIAL RECORDS OF WASHINGTON COUNTY, TEXAS, AS REINVESTMENT ZONE NUMBER FORTY FOR COMMERCIAL TAX PHASE-IN INCENTIVE AS PROVIDED IN CHAPTER 312, TEXAS TAX CODE; AND ORDAINING OTHER RELATED MATTERS**

**WHEREAS**, Section 312.201, Texas Tax Code, authorizes the governing body of a municipality by ordinance to designate as a reinvestment zone an area in the taxing jurisdiction or extraterritorial jurisdiction of the municipality for commercial tax phase-in purposes; and

**WHEREAS**, by application dated July 25, 2014 Independence Coffee Company, LLC (“Independence Coffee”) requested approval of commercial tax phase-in incentive from the City of Brenham pursuant to the “City of Brenham Policy Statement on Property Tax Phase-In Incentive for Selected Commercial Enterprises” (“Tax Phase-In Policy”); and

**WHEREAS**, on September 4, 2014, after complying with all procedural, notice and hearing requirements of state law and the Tax Phase-In Policy, the City Council passed Ordinance No. O-14-027 on second and final reading designating approximately 1.4 acres of land located at 321 S. Baylor Street, Brenham, Texas as Reinvestment Zone Number Forty; and

**WHEREAS**, on September 16, 2014 the City was notified of Independence Coffee’s decision to not relocate its operations to Brenham; and

**WHEREAS**, the City Council of the City of Brenham desires to repeal its designation of approximately 1.4 acres of land located at 321 S. Baylor Street, Brenham, Texas as Reinvestment Zone Number Forty;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, THAT:**

**Section 1.**

Ordinance O-14-027 is hereby repealed in its entirety, and the designation of approximately 1.4 acres of land located at 321 S. Baylor Street, Brenham, Texas as Reinvestment Zone Number Forty is null and void.

**Section 2.**

This Ordinance shall be effective from and after its passage and approval on second reading, and its publication as may be required by applicable law.

**PASSED and APPROVED** on its first reading this the \_\_\_\_ day of \_\_\_\_\_,  
2014.

**PASSED and APPROVED** on its second reading this the \_\_\_\_ day of \_\_\_\_\_,  
2014.

\_\_\_\_\_  
Milton Y. Tate, Jr.  
Mayor

**ATTEST**

\_\_\_\_\_  
Jeana Bellinger, TRMC  
City Secretary



### AGENDA ITEM 13

<b>DATE OF MEETING:</b> November 6, 2014	<b>DATE SUBMITTED:</b> October 30, 2014	
<b>DEPT. OF ORIGIN:</b> Administration	<b>SUBMITTED BY:</b> Jeana Bellinger	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input 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 checked="" type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon Resolution No. R-14-024 to Repeal Resolution No. R-14-018 Relating to the Adoption of a Commercial Tax Phase-In Agreement with Independence Coffee, LLC		
<b>SUMMARY STATEMENT:</b> On September 4, 2014 the City Council passed Resolution No. R-14-018 authorizing a Tax Phase-In Agreement with Independence Coffee for the relocation of their facility to downtown Brenham; however, on September 16 <sup>th</sup> the City was notified by Economic Development Corporation's Project Manager, Clint Kolby, of Independence Coffee's decision to not relocate at this time. Due to Independence Coffee's decision to not relocate, the City Attorney recommends that Resolution No. R-14-018 is repealed.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
A. PROS:		
B. CONS:		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b> N/A		
<b>ATTACHMENTS:</b> (1) Resolution No. R-14-024		
<b>FUNDING SOURCE (Where Applicable):</b> N/A		
<b>RECOMMENDED ACTION:</b> Approve Resolution No. R-14-024 to repeal Resolution No. R-14-018 relating to the adoption of a commercial tax phase-in agreement with Independence Coffee, LLC		
<b>APPROVALS:</b> Terry K. Roberts		

**RESOLUTION NO. R-14-024**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS REPEALING AND RESCINDING RESOLUTION NO. R-14-018 RELATING TO THE ADOPTION OF A COMMERCIAL TAX PHASE-IN AGREEMENT WITH INDEPENDENCE COFFEE COMPANY, LLC.**

**WHEREAS**, Resolution No. R-14-018 adopting a Tax Phase-In Agreement with Independence Coffee, LLC was approved by City Council on September 4, 2014; and

**WHEREAS**, on September 16, 2014 the City was notified of Independence Coffee's decision to not relocate its operations to Brenham; and

**WHEREAS**, the City Council of the City of Brenham now desires to repeal and rescind said Resolution No. R-14-018;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS THAT:**

The City Council does hereby repeal and rescind Resolution No. R-14-018 in its entirety, and any authorization and/or approval provided for in Resolution No. R-14-018 is null and void.

**PASSED, APPROVED, AND ADOPTED** on this the 6<sup>th</sup> day of November, 2014.

\_\_\_\_\_  
Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

\_\_\_\_\_  
Jeana Bellinger, TRMC  
City Secretary



**AGENDA ITEM 14**

<b>DATE OF MEETING:</b> November 6, 2014		<b>DATE SUBMITTED:</b> October 30, 2014	
<b>DEPT. OF ORIGIN:</b> Administration		<b>SUBMITTED BY:</b> Jeana Bellinger	
<b>MEETING TYPE:</b>		<b>CLASSIFICATION:</b>	
<input type="checkbox"/> REGULAR		<input type="checkbox"/> PUBLIC HEARING	
<input type="checkbox"/> SPECIAL		<input type="checkbox"/> CONSENT	
<input checked="" 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> Section 551.072 – Deliberation Regarding Real Property – Discuss and Consider Various Properties in the Downtown Area for Possible Future Acquisition			
<b>SUMMARY STATEMENT:</b> To be discussed in Executive Session.			
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>			
A. PROS:			
B. CONS:			
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b> N/A			
<b>ATTACHMENTS:</b> None			
<b>FUNDING SOURCE (Where Applicable):</b> N/A			
<b>RECOMMENDED ACTION:</b> As discussed in Executive Session.			
<b>APPROVALS:</b> Terry K. Roberts			