

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on December 19, 2013 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

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

Members absent:

None.

Others present:

City Manager Terry K. Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, Deputy City Secretary Amanda Klehm, Chief Financial Officer Carolyn Miller, Stacy Hardy, Wende Ragonis, Kristi Jackson, Cyndi Longhofer, Fire Chief Ricky Boeker, Police Chief Rex Phelps, Todd Jacobs, Amanda Carker, Development Services Director Julie Fulgham, Public Works Director Dane Rau, Leslie Kelm, Public Utilities Director Lowell Ogle, Stephen Draehn, Gary Jeter, and Grant Lischka

Citizens present:

Clint Kolby, Page Michel, Lete Phillips, Susan Cantey, Sally Sengel, Wesley Brinkmeyer, Genny McGinnis

Media Present:

Arthur Hahn and Caitlin Hahn, Brenham Banner Press; Frank Wagner, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – City Manager Terry Roberts**

3. Citizens Comments

Councilmember Barnes-Tilley congratulated the Brenham Cubs football team on their win and advancement to the State football game on Saturday.

CONSENT AGENDA

4. Statutory Consent Agenda

4-a. Minutes from the November 21, 2013 Workshop and Regular City Council Meetings and the December 2, 2013 Joint Meeting Between the Brenham City Council and the Washington County Commissioner’s Court

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to approve the Statutory Consent Agenda Item 4-a. minutes from the November 21, 2013 workshop and regular City Council meetings and the December 2, 2013 joint meeting between the Brenham City Council and the Washington County Commissioner’s Court.

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

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

REGULAR AGENDA

5. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the FY2012-13 Adopted Budget

Chief Financial Officer Carolyn Miller presented this item. Miller laid a memo and a large print budget spreadsheet around the Dias. Miller stated the proposed Ordinance will be the second and final amendment to the FY2012-13 budget. Miller explained highlights of the amendment include the following revenue increases: General Fund revenues for insurance proceeds, Airport Grant revenues, City HOT taxes for increased collections, Donations Fund revenues for a police department donation received, and Gas and Sanitation Fund revenues. Miller stated revenues are being decreased in the Central Fleet Fund and for Collection Station fees in the Sanitation Fund. Miller stated expenditures are being increased due to unanticipated expenses from the fuel spill at the airport, several land and equipment purchases, gas purchase costs and Sanitation departmental expenses. Miller explained other budget amendment items include transfers between funds, the AMR smart meter project and year-end budget realignment (clean-up).

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to approve an Ordinance on its first reading amending the FY2012-13 Budget.

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

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

6. Discuss and Possibly Act Upon Renewal of the Police Protection Agreement Between the City of Brenham and the Brenham Housing Authority and Authorize the Mayor to Execute Any Necessary Documentation

Police Chief Rex Phelps presented this item. Phelps stated the BHA and the City of Brenham have an ongoing agreement regarding police services. Phelps explained the Brenham Police Department provides a liaison police officer for the routine utilization of policing in and around the public housing areas. Phelps stated this proactive approach reduces crime and helps keep the patrol and investigative divisions balanced as it relates to police response to the entire Brenham community. Phelps explained in return the BHA reimburses the city costs related to personnel. Phelps explained this agreement is annual and has no changes from the previous year.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve the renewal of a Police Protection Agreement between the City of Brenham and the Brenham Housing Authority and authorize the Mayor to execute any necessary documentation.

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

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

7. Discuss and Possibly Act Upon a Request from the Animal Shelter Task Force to Determine a Location for the Future Brenham Pet Adoption and Animal Care Facility

Police Chief Rex Phelps presented this item. Phelps stated the Animal Shelter Task Force has discussed with the Mayor and Council two location sites for the Brenham Pet Adoption and Animal Care Facility. Phelps explained it is the opinion of the task force that determining the location will only benefit the fundraising efforts and help move the project forward. Phelps stated the majority of the task force and the Police Department (tasked with the oversight of animal control and shelter services) have recommended the City-owned land next to the Police Department to be the site of the new animal shelter facility.

Councilmember Barnes-Tilley questioned if the location of the animal shelter by the Police Department would prohibit future expansion of the Police Department. Phelps stated he cannot foresee needed expansion, but they have enough land to expand even with the shelter facility on the property. Phelps explained the animal shelter will be between 7600-8200 square feet with the possibility of animal shelter expansion of 1000-1500 square feet.

Councilmember Herring questioned the projected life span of the animal shelter. Phelps stated he was not sure, but he would predict approximately 30 years because he cannot see it needing to be expanded further than that. Assistant City Manager Kyle Dannhaus stated 25-30 years is a close approximation.

A motion was made by Councilmember Ebel and seconded by Councilmember Williams to approve a request from the Animal Shelter Task Force to designate City owned land adjacent to the south side of the Police Department, located in the 1800 block of Longwood, to serve as the future site of the Brenham Pet Adoption and Animal Care Center.

Citizen Susan Cantey read a letter to Council expressing her concerns about the animal shelter being placed by the Police Department instead of at the donated land at Washington County Animal Friends. Cantey stated she emailed Councilmembers at the first of December. Cantey stated citizens enjoy the rural setting, which the donated land from Animal Friends provides unlike the Police Department location. Cantey believes the five donated acres location would bring a country feel to the location. Cantey stated what is good for people is good for pets.

Citizen Sally Blakey-Sengle stated most feel that the Police Department location is the best choice for the animal shelter. Blakey-Sengle stated it is a business and this is a business decision. Blakey-Sengle explained the purpose of the animal shelter is to take in dogs, get them ready, and send them out. Blakey-Sengle stated the location on Highway 290 is to attract Houston and Austin traffic. Blakey-Sengle believes and hopes the animal shelter will be a household name in Harris County and the animal shelter will be known for its adoption center. Blakey-Sengle stated the property in the County is lacking infrastructure, which would cost approximately \$100,000 to develop. Blakey-Sengle stated that \$100,000 could be used to build a sound proof wall at the Police Department location, if necessary. Blakey-Sengle stated the location by the Police Department is convenient for the Police. Blakey-Sengle explained the animal shelter would be dependent on a non-profit and the City of Brenham could be liable if something happens to the Washington County Animal Friends.

Councilmember Barnes-Tilley stated she appreciates the donation and feedback, but she agrees with Citizen Blakey-Sengle that it is an in and out service, not a place to enjoy for pets. Councilmember Barnes-Tilley questioned if there would be a noise issue in the industrial park. Phelps stated manufacturing is noisy; however, he has spoken with several businesses and alleviated most of their concerns. Phelps stated if the wall is extended, you won't be able to see the animals and should help with the noise.

Mayor Pro Tem Nix questioned if the donor has been consulted on their preference on the location of the animal shelter. Phelps stated the donor just wants the animal shelter to be successful.

Councilmember Herring stated he appreciates the offer of the Animal Friends; however, he is not comfortable putting a building in a flood area. Councilmember Barnes-Tilley stated if the donor has a preference on location, then Council should consider their wishes. City Manager Terry Roberts stated the Animal Shelter Task Force wants to nail down the location so they can begin fundraising.

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

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

8. Discuss and Possibly Act Upon Bid No. 14-003 for the Purchase of Road Base Materials for the Street Department and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau stated on November 26, 2013 the Purchasing Department opened bids regarding the annual contract for supplying road base material to the City of Brenham. Rau stated there were 17 bids sent out with 5 bids being received. Rau stated that they received 5 competitive bids with the lowest bid submitted by Bernardo Trucking in the amount of \$22.00/ton, which includes delivery to site. Rau explained this price is slightly higher than the 2012-13 contract of \$21.00/ton, but increases have been seen across the board mainly in trucking costs.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Barnes-Tilley to approve Bid No. 14-003 and award annual contract to Bernardo Trucking for road base material in the amount of \$22.00/ton for the 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	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

9. Discuss and Possibly Act Upon Resolution No. R-13-021 Authorizing the Submission of a Grant Application to the Brazos Valley Council of Governments Under the Solid Waste Grant Program for the Purchase of Fifty 60-Gallon Standalone Recycling Containers and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau stated each year the Brazos Valley Council of Governments Solid Waste Committee provides an opportunity for municipalities, counties, schools, and organizations to apply for grant funds issued by the State of Texas. Rau explained this year the City of Brenham will be applying for a grant for the purchase of (50)-60 gallon standalone recycling containers. Rau stated if the grant is received the City will use the (50)-60 gallon standalone recycling containers in our local attractions such as the Blue Bell Aquatic Center, Hohlt Park, Fireman's Park, Henderson Park, and Jackson St. Park along with other sites that currently do not offer the option to recycle. Rau explained Staff will concentrate on recycling plastic bottles in these venues by utilizing the standalone containers. Rau stated the grant requested will be in the amount of \$6,460.97.

Rau explained grant applications are due on December 20, 2013 with grant scoring taking place in January of 2014. Rau stated the City of Brenham has applied for these grants in the past and most recently in 2011 the City of Brenham received \$7,435.21 for the purchase of (500) 18 gallon recycling bins and (25) 60 gallon standalone bins. Rau explained Bobby Branham will present in January since Rau completed the application.

Councilmember Herring questioned if the grant was only for recycling bins. Rau explained it is only for recycling bins.

Councilmember Barnes-Tilley questioned how many recycling bins would the City need to put one next to every trash can in the parks. Rau explained the City would probably need another fifty containers. Mayor Tate questioned the price per container. Rau stated the containers are approximately \$115.00-\$117.00 each.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Ebel to approve Resolution No. R-13-021 authorizing the submission of a Grant Application to the Brazos Valley Council of Governments under the Solid Waste Grant Program for the purchase of fifty 60-gallon standalone recycling containers and authorize the Mayor to execute any necessary documentation.

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

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

10. Discuss and Possibly Act Upon Bid No 14-004 for the Purchase of Pickup Trucks for the Water Treatment, Wastewater Treatment, and Police Departments and Authorize the Mayor to Execute Any Necessary Documentation

Purchasing Manager Wende Ragonis presented this item. Ragonis stated Purchasing Services issued Bid No. 14-004 for Pickup Trucks. Ragonis stated five local vendors were mailed a Bid Packet, and the Request for Bid was advertised in print to ensure the opportunity for competitive bidding. Ragonis explained the lowest responsive bidder was Caldwell Country. Ragonis stated Purchasing Services worked with each department requesting the pickup trucks and the Fleet Maintenance department to determine the specifications for each department.

The departments receiving the pickup trucks are:

Water Treatment – quantity one ½ Ton Extended Cab Pick-up, Short Bed, 6 or 8 Cylinders, Gasoline Engine. Staff has selected the V8 as it has minimal impact to gasoline mileage and a better resale value in the long term.

Wastewater Treatment – quantity one ¾ Ton Regular Cab Pickup, Long Bed, 8 Cylinders, Gasoline Engine.

Police (Admin Vehicles) – quantity two ½ ton Crew Cab Pickup, Short Bed, 8 Cylinders, Gasoline Engine.

Ragonis stated these pickup trucks are replacing existing trucks which have reached their useful life. Ragonis explained this purchase was approved in the FY 2013-14 budget and is a planned expenditure.

Councilmember Herring questioned if the truck prices are within budget. Ragonis stated the trucks are a little under budget.

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to award Bid No. 14-004 for the purchase of pickup trucks to Caldwell Country in the amount of \$20,545.00 for the Water Treatment Department, \$19,376.00 for the Wastewater Treatment Department, and \$47,150.00 for the Police 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	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

11. Administrative/Elected Officials Report

City Manager Terry Roberts reported on the following:

- Merry Christmas and Happy New Year.
- EDF projects will be coming in January and February.
- Boettcher was notified of Council's decision regarding Library relocation. A report will be coming in January and February.
- Cookies and refreshments for December birthdays will be provided after the meeting.
- The media covered the Kruse Park donation acceptance. The development agreement and signed documents. The City now owns 106.697 acres of Park Land.
- Please keep Burleson County Deputy's family in prayers.
- Council meetings in January are scheduled for January 9th and January 23rd.

Purchasing Manager Wende Ragonis reported on the following:

- Thanked everyone who braved the cold weather and showed support for the Lighted Christmas Parade and Christmas Stroll. There were over 40 floats and it lasted 45 minutes.
- The ice skating rink had approximately 300 skaters.
- The Blue Bell Aquatic Center will be closed to the public on December 24th and 25th as well as January 1st.
- The Library will be closed December 23rd to January 1st for inventory and circulation upgrades.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC
City Secretary

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