

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on December 18, 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 Andrew Ebel
Councilmember Danny Goss
Councilmember Keith Herring
Councilmember Mary E. Barnes-Tilley

Members absent:

Councilmember Weldon Williams, Jr.

Others present:

City Manager Terry K. Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Kacey Weiss, Chief Financial Officer Carolyn Miller, Stacy Hardy, Crystal Locke, Cynthia Longhofer, Sara Parker, Kaci Konieczny, Wende Ragonis, Deputy Chief Alan Finke, Police Chief Rex Phelps, Development Services Manager Erik Smith, Jennifer Eckermann, Kim Hodde, Public Works Director Dane Rau, Casey Redman, Public Utilities Director Lowell Ogle, and City Engineer Grant Lischka.

Citizens present:

Melinda Faubion, Margie Routt Young, Mary Barnes, Charlie Pyle, Jim Washburn, Tammy Jaster, Elizabeth Price, Tommy Upchurch, Darren Heine and Tom Whitehead

Media Present:

Arthur Hahn, Brenham Banner Press; and Mary-Janet Reyes, KWHI

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

3. Citizens Comments

There were no citizen comments.

CONSENT AGENDA

4. Statutory Consent Agenda

4-a. Minutes from the November 20, 2014 Council Meeting

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the Statutory Consent Agenda Item 4-a. Minutes from the November 20, 2014 Council Meeting.

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

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

WORK SESSION

5. Presentation and Update Regarding Old Mill Creek Road Right-Of-Way

City Engineer Grant Lischka presented this item. Lischka has finalized the layout of developable lots within the old railroad right-of-way along Old Mill Creek Road. He explained that staff would like to begin earthwork on the lots to get them ready to sell. Lischka explained that adjoining property owners have been notified, by mail, of the upcoming work. As discussed with Council earlier in the year, the existing streets that do not currently connect to Old Mill Creek Road (Dixie Street, Cornish Street and Hampshire Drive) will remain that way. All lots off of these streets will be accessed from cul-de-sacs rather than from Old Mill Creek Road.

Councilmember Barnes-Tilley questioned why the lots are so small and Lischka explained that all of the lots meet the City’s lot size requirements for development.

6. Discussion and Update on Wayfinding Signage Program

Director of Community Services Wende Ragonis presented this item. Ragonis explained that a Wayfinding Signage Program makes it easier for locals and visitors in a community to navigate from place to place. A comprehensive and well planned signage program connects vehicular traffic from all entry points to the community's attractions such as Downtown and where appropriate, provides guidance for pedestrians to amenities like pocket parks and restrooms.

Ragonis stated that the City of Brenham's Downtown Master Plan, which was adopted by Council in 2012, highlights the importance of "defining the way" for visitors coming to the downtown area. The Main Street Board and Planning Committee, which participated in the development of the Downtown Master Plan, assigned a sub-committee to research a wayfinding program. The members of the sub-committee include: Chairman Melinda Faubion, downtown property owner Charlie Pyle, architect and design committee member Elizabeth Price, Chamber President Page Michel, Councilmember Mary Barnes-Tilley, Main Street Manager Jennifer Eckermann, and Director of Development Services Julie Fulgham (replaced by Director of Community Services, Wende Ragonis). Ragonis noted that this committee worked with Purchasing Services within the City's purchasing department and has selected a vendor, fd2s Design Consultants, to design the signs.

Main Street Board Member and Planning Committee Chairman Melinda Faubion explained all the work that the Committee put into the project and outlined the Committee's future plans for wayfinding signage in Brenham.

Councilmember Barnes-Tilley advised the Council that the project relates closely to recommendations in the Downtown Master Plan and thanked the Committee for their work.

REGULAR AGENDA

7. Discuss and Possibly Act Upon the Acceptance of a Donation in the Amount of \$28,000.00 from Brenham Main Street Historical Preservation, Inc. for a Wayfinding Signage Program and Authorize the Mayor to Execute Any Necessary Documentation

Director of Community Services Wende Ragonis presented this item. Ragonis stated that the Brenham Main Street Historical Preservation, Inc. would like to make a donation to the City of Brenham in the amount of \$28,000 to be utilized for the Wayfinding Signage Program.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Ebel to accept a donation in the amount of \$28,000.00 from Brenham Main Street Historical Preservation, Inc. for a Wayfinding Signage Program 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	Absent

8. Discuss and Possibly Act Upon Resolution No. R-14-026 Adopting a New Fee Schedule for the City of Brenham's Parks and Recreation Department

Director of Community Services Wende Ragonis presented this item. Ragonis stated that the City of Brenham publishes a Parks and Recreation Guide for visitors and residents as a reference to the City's recreational services. Ragonis explained that while most of the Parks and Recreation amenities and programs are offered to the public at no cost, there are fees for services such as: facility rentals, admission to the Blue Bell Aquatics Center, private swim lessons and some other recreational programming. Ragonis noted that at the October 8, 2014 Parks Advisory Board meeting, the Board approved changes to the 2015 Parks and Recreation rates and if approved by the Council, these rates will be published in the 2015 Parks and Recreation Guide.

Mayor Milton Tate asked if the rates are comparable to other cities. Ragonis stated that they have not done research on what other cities charge for their services, but that the recommended fees are in line with what other organizations charge within the community.

City Attorney Cary Bovey advised Council that, if approved, the new fee schedule will go into effect on January 1, 2015.

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to act upon Resolution No. R-14-026 adopting a new fee schedule for the City of Brenham's Parks and Recreation Department, to be effective on January 1, 2015.

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	Absent

9. Discuss and Possibly Act Upon Resolution No. R-14-027 in Support of Jefferson Square Housing Ltd's Submission of an Application to the Texas Department of Housing and Community Affairs Requesting 2015 Housing Tax Credits for the Acquisition and Rehabilitation of Jefferson Square Apartments, Located at 801 W. Jefferson Street

City Engineer Grant Lischka presented this item. He stated that Jefferson Square Housing, Ltd. is requesting support of their Texas Department of Housing and Community Affairs tax credit application for the acquisition and rehabilitation of the development of affordable rental housing known as Jefferson Square Apartments located at 801 W. Jefferson Street. Lischka explained that Jefferson Square Apartments is an existing 44 unit affordable housing development that is showing signs of aging and is in need of repair. Lischka stated that Jefferson Housing, Ltd. is proposing to acquire the property and rehabilitate the development, thus, greatly extending its useful life and offering quality rental housing to the citizens of Brenham. They are asking for the city's support in submitting their application to the State for tax credits.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to act upon Resolution No. R-14-027 in support of Jefferson Square Housing Ltd's submission of an application to the Texas Department of Housing and Community Affairs requesting 2015 housing tax credits for the acquisition and rehabilitation of Jefferson Square Apartments located at 801 W. Jefferson 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	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Absent

10. Discuss and Possibly Act Upon an Ordinance on its First Reading Amending the FY2013-14 Adopted Budget and Authorize the Mayor to execute Any Necessary Documentation

Chief Financial Officer Carolyn Miller presented this item. Miller placed an information sheet and a large print budget spreadsheet around the dias. Miller stated the proposed Ordinance will be the second and final amendment to the FY2013-14 budget.

Miller explained highlights of the budget amendment include the following:

- Revenue increases due to: Gas Fund franchise tax; Library grant proceeds; City hotel occupancy tax collections and refunds; Donations Fund for animal shelter capital; 2014 Capital Projects Fund for the library's 501(c)(3) board's contribution for the library renovation and expansion project; and Debt Service Fund for the proceeds of the 2014 General Obligation Refunding Bonds. Revenue in all five utility funds increased due to higher sales and a LCRA refund.
- Revenue decreases in the Airport Capital Improvement Fund due to RAMP Grant revenues that will not be received until fiscal year 2015.
- Expenditures increased due to: the purchase of library technology items; payments associated with the 2014 General Obligation Refunding Bonds; Brenham Community Development Corporation (BCDC) capital outlay related to park infrastructure; and architect and engineering expenses for the new animal shelter and library expansion.
- Expenditures decreased in several funds due to several large projects not being completed until fiscal year 2015. The decreases in expenditures were due to: higher generation rates (Electric & Gas); higher franchise tax (Gas); the completion of several infrastructure projects (Electric & Water); higher electricity costs (Wastewater); additional transfer runs to the landfill (Sanitation); and the purchase of a cardboard bailer (Sanitation).

Miller stated that other budget amendment items include transfers between funds for a BCDC capital project and for street materials purchased by the Water Fund and contributed to the General Fund for street reconstruction projects.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to approve an Ordinance on its first reading amending the FY2013-14 adopted budget 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	Absent

11. Discuss and Possibly Act Upon an Election Services Contract Between the City of Brenham and Washington County Related to Election Responsibilities for the May 9, 2015 General and Special Elections and Authorize the Mayor to Execute Any Necessary Documentation

City Secretary Jeana Bellinger presented this item. Bellinger explained that the Election Services Contract outlines what the City and/or the County will be responsible for during the May 9, 2015 General and Special Election process. This contract is essentially the same one that has been approved in previous years; however, there is not a polling place listed for Ward 1. Bellinger advised the Council that since the Nancy Carol Roberts Memorial Library will be under construction during the election and she will need to find a new Ward 1 polling location. Bellinger requested that the Council approve this contract contingent upon the City Attorney and the Mayor agreeing with the location of the new polling place.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve an Election Services Contract between the City of Brenham and Washington County related to election responsibilities for the May 9, 2015 General and Special Elections, contingent upon approval of a Ward 1 polling place by the Mayor and City Attorney, 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	Absent

12. Discuss and Possibly Act Upon Recommendations for Appointments and/or Re-Appointments to Various City Advisory Boards

City Manager Terry Roberts presented this item. Roberts discussed each board and the appointments and re-appointments requested. He noted that there are ten city boards and a total of 78 members. Roberts stated that according to the City's policy, the Mayor and City Manager are to review the board appointments and offer a recommendation to the City Council. The Mayor's recommendation to the Council were as follows:

Airport Advisory Board:

Janet Hess
Jon Hodde
Eddie Van Dyke

Board of Adjustment:

Jon Hodde
Walt Schoenvogel
Mike Haywood
Richard Heiges
Jarvis Van Dyke

Building Standards Commission:

Walt Edmonds
Stoney Lacina

One vacancy remains on this Board; a recommendation will be brought back to Council at a future meeting.

Brenham Community Development Corporation:

Bill Betts
John Hasskarl
Jason Kiemsteadt

Brenham Housing Authority:

Richard Flammer
Gerald Calvert
Cory Flencher

One vacancy remains on this Board; a recommendation will be brought back to Council at a future meeting.

Hotel Occupancy Tax Board:

Keith Hankins
Pamela Murski
Stacey Walters
Jim Rolewicz (Washington County's Appointee)

Library Advisory Board:

Weldon Williams
Dr. Betty Fortner (Fortnightly Club Appointee)
Jody Tyson (Fortnightly Club Appointee)

Main Street Board:

John Herman
Tiffany Morisak
Wendy Frazier
Susan Canty
Connie Wilder

One vacancy remains on this Board; a recommendation will be brought back to Council at a future meeting.

Parks and Recreation Advisory Board:

Luis Mendoza
Bill Betts
Paula Buls

Planning and Zoning Commission:

Walt Schoenvogel
Leroy Jefferson
Calvin Kossie
Lynette Scheffield

Roberts noted that additional members are still needed for the Building Standards Commission, Main Street Board and a tenant appointment for the Brenham Housing Authority. These recommendations will be brought back to Council at a later date.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Ebel to approve recommendations for appointment and/or re-appointment to various city advisory boards as presented.

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	Absent

13. Discuss and Possibly Act Upon an Interlocal Agreement Between the City of Brenham and Washington County Related to the Operation of and Improvements to Linda Anderson Park and Authorize the Mayor to Execute Any Necessary Documentation

City Manager Terry Roberts presented this item. Roberts stated that the City and Washington County jointly developed Linda Anderson Park in the late 1980's and have shared in the expenses of the Park since then. Roberts noted that this interlocal agreement has worked well and was one of just a few agreements that were not a part of the comprehensive exchange of services agreement. The agreement is for two years at the same funding level of \$35,000 per year.

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to approve the interlocal agreement between the City of Brenham and Washington County related to the operation of and improvements to Linda Anderson 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	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Absent

The Council adjourned into Executive Session at 2:02 p.m.

EXECUTIVE SESSION

14. Texas Government Code Section 551.074 – Personnel Matters – Discuss and Consider Re-Appointment and Compensation for Municipal Court Judges Julian Weisler and Robert Wright and City Prosecutor Bill Kendall

Executive Session adjourned at 2:20 p.m.

RE-OPEN REGULAR SESSION

15. Discuss and Possibly Take Action as a Result of Executive Session Regarding Re-Appointment and Compensation for Municipal Court Judges Julian Weisler and Robert Wright and City Prosecutor Bill Kendall

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to re-appoint Municipal Court Judges Julian Weisler and Robert Wright and City Prosecutor Bill Kendall and delay any consideration of a salary adjustment until April 2015.

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	Absent

16. Administrative/Elected Officials Report

City Manager Terry Roberts reported on the following:

- All Council members are invited to attend State Senator Lois Kolkhorst's swearing in ceremony on December 22nd in Austin.
- Fire Chief Ricky Boeker is at home following his surgery.
- Councilmember Weldon Williams is recuperating in the hospital after his surgery.
- Bridge work in the Ralston Creek Subdivision is in progress and Legacy Concrete is doing the repairs.
- Work on Chappell Hill Street is moving along.
- It was noted that Chief Financial Officer Carolyn Miller has the budget information ready and it is online; if anyone wants a hard copy they should let her know and she will get it to them.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jean Bellinger, TRMC
City Secretary