

## **Brenham City Council Minutes**

A special meeting of the Brenham City Council was held on April 20, 2015 beginning at 8:30 a.m. in the Brenham City Hall, Conference Room 2-A, 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 Roberts, Assistant City Manager Kyle Dannhaus, City Secretary Jeana Bellinger, Deputy City Secretary Kacey Weiss, Chief Financial Officer Carolyn Miller, Police Chief Rex Phelps, Development Services Manager Erik Smith, Fire Chief Ricky Boeker, Public Works Director Dane Rau, City Engineer Grant Lischka, Public Utilities Director Lowell Ogle, Community Services Director Wende Ragonis, Stacy Hardy, Kaci Konieczny, and Debbie Gaffey

### Citizens present:

None

### Media Present:

None

## **1. Call Meeting to Order**

## 2. **Fiscal Year 2015 – 16 Pre-Budget Planning**

City Manager, Terry Roberts, welcomed everyone and explained that the budget team has taken a strategic look at where the City is financially as the City begins looking at the FY2015-16 budget. Roberts advised Council that Chief Financial Officer, Carolyn Miller, and her finance staff have assembled a significant amount of financial data to help Council better understand the City's financial position. Roberts then turned the presentation over to Chief Financial Officer, Carolyn Miller.

Miller explained that the workshop was to give Council an idea of what to expect during the FY2015-16 budget process. The following topics were discussed:

- **Community Services funding**

The Council discussed FY2015-16 funding levels for the Community Services budget. Mayor Tate advised that as in year's past the FY15-16 funding level should stay between \$170,000 and \$175,000.

- **Hotel Occupancy Tax (HOT) funding allocation**

Chief Financial Officer Carolyn Miller recommended that City departments have their HOT funds allocated by the Council during the budget workshops in July and have the HOT Board distribute any remaining funds to outside organizations during their funding meeting.

- **Commercial sanitation collection service**

Public Works Director Dane Rau and Regulatory Compliance Manager Debbie Gaffey proposed that the City resume operation of commercial garbage collection when the contract with Texas Commercial Waste (TCW) expires in 2016. Rau and Gaffey explained this service could bring an additional \$119,000 in revenue to the Sanitation Fund.

- **Use of residual proceeds from the 2012 Certificates of Obligation and the sale of property in Chappell Hill**

Chief Financial Officer Carolyn Miller reminded Council that residual bond proceeds from the 2012 CO's can only be spent on capital transportation projects. She explained that the bond proceeds and the sale of the Chappell Hill land was a total combined amount of \$999,313 (\$470,200 in residual bond proceeds and \$529,113 from the sale of the Chappell Hill property). The Council agreed that the funds should only be used for one-time long term capital projects such as Cantey Street, Saeger Street and Salem Road

- **Future issuance of Certificates of Obligation**

Chief Financial Officer Carolyn Miller reminded Council that Financial Advisor Garry Kimball advised earlier in the year that the City should retain fund balance reserves (liquidity) and issue debt to finance any large capital projects. Miller suggested the following projects as possible funding options:

- General Government Projects
  - Reimbursement for expenditures related to the construction and/or renovation of the library and animal shelter
  - Fire Station living quarters renovation
  - Library furniture and technology needs
- Utility Projects
  - Gas Fund: Second gate project
  - Water Fund: AC pipe replacement
  - Sanitation Fund: Commercial sanitation collection
  - Electric Fund: Copper wire change-out

The meeting was adjourned.

---

Milton Y. Tate, Jr.  
Mayor

---

Jeana Bellinger, TRMC  
City Secretary

**THIS PAGE INTENTIONALLY LEFT BLANK**