

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on January 21, 2016 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 Roberts, Assistant City Manager of General Government Rex Phelps, City Attorney Cary Bovey, Deputy City Secretary Kacey Weiss, Assistant City Manager-Chief Financial Officer Carolyn Miller, Cynthia Longhofer, Director of Community Services Wende Ragonis, Crystal Locke, Andria Heiges, Jennifer Eckermann, Fire Chief Ricky Boeker, Police Chief Craig Goodman, Public Works Director Dane Rau, Casey Redman, Assistant City Manager of Public Utilities Lowell Ogle, Development Services Manager Erik Smith, and Captain Lloyd Powell

### Citizens present:

Ray Mildren, Georgia Sowers, Sharon Brass and Charlie Pyle

### Media Present:

Arthur Hahn, Brenham Banner Press; Caitlin Hahn, Brenham Banner Press; and Codi Rynn, KWHI

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

**3. Special Recognition**

- **Crystal Locke – Certified Park and Recreation Professional**

**4. Citizens Comments**

Representatives from the Camptown Cemetery Association gave a presentation on the updates and progress that have been made on the Camptown Cemetery Restoration project.

**WORK SESSION**

**5. Discuss and Review the FY2014-15 Fourth Quarter Financial Report**

Assistant City Manager-Chief Financial Officer Carolyn Miller presented this item. Miller advised the status of the General Fund and the five major utility funds in the report. Miller reported that the City experienced favorable performance in the General, Electric, Water and Sanitation Funds for FY2014-15; however, the Wastewater Fund was unfavorable due to the loss of utility revenues generated from industry surcharges when Blue Bell Creameries shutdown.

**FINANCIAL PERFORMANCE SUMMARY**

Fund	4 <sup>TH</sup> QTR Actual Performance			
	YTD Revenues	YTD Expenditures	Actual Net Revenues	Budgeted Net Revenues
General Fund	\$ 17,782,603	\$ 17,486,507	\$ 296,095	\$ 244,930
Electric Fund	24,725,366	25,140,765	(415,399)	(671,575)
Gas Fund	2,832,812	2,805,782	27,029	113,187
Water Fund	3,787,441	4,028,976	(241,536)	(397,491)
Wastewater Fund	3,434,545	3,514,398	(79,852)	(43,504)
Sanitation Fund	3,265,051	3,858,493	(593,441)	(621,509)

Miller explained at the end of the fiscal year, the City has 114 days of General Fund reserves to cover the financial goal of 90 days reserve and 5 days Renovations and Replacements (R&R) reserve, which leaves the City with over 19 days of undesignated reserves. Miller stated the Electric Fund working capital reserves increased from 84 days to 92 days. Miller explained the Gas Fund working capital reserves grew from 154 days to 209 days, an increase of 55 days. Miller stated the Water Fund working capital reserves grew from 198 days to 201 days. Miller noted with a net loss in the Wastewater Fund, the working capital reserves decreased from 52 day to 44 days. Miller stated the Sanitation Fund working capital reserves grew from 117 days to 149 days. Miller advised the City experienced favorable performance in the General and Gas

Funds, and maintained the 90 or 60 day operating/working capital reserves in the General Fund and all utility funds except the Wastewater Fund.

## REGULAR SESSION

### 6. Discuss and Possibly Act Upon the Acceptance of the 2015 Audit of the Washington County Appraisal District by Seidel Schroeder

Assistant City Manager-Chief Financial Officer Carolyn Miller presented this item. Chief Appraiser with the Washington County Appraisal District, Willy Dilworth, stated the audit for the fiscal year 2014-2015 has been completed by Seidel Schroeder. Dilworth explained there were no discrepancies found during this time period. Dilworth advised that the appraisal district stayed \$54,633 under budget.

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve the acceptance of the 2015 audit of the Washington County Appraisal District by Seidel Schroeder

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
<b>Councilmember Danny Goss</b>	<b>Abstain</b>
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

### 7. Discuss and Possibly Act Upon a One Year Contract Extension Related to Bid No. 15-005 for the Purchase of Refuse Bags for the Sanitation Department and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau stated that in 2015 Central Poly was the low bidder on the bags at \$6.70 per roll. Rau explained that Central Poly provides a durable bag that meets the City's minimum bid standards. Rau advised that in the contract the City has the option to renew for an additional year if both parties agree. Rau noted that Central Poly has indicated that they will honor the price of \$6.70 per roll for 2016. Rau stated that his department has budgeted \$91,000 in the 2015-16 budget for this item and this price will be under that amount by \$7,250.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve a one year contract extension with Central Poly for the purchase of refuse bags for the Sanitation Department at \$6.70 per roll 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

**8. Discuss and Possibly Act Upon Resolution No. R-16-003 Authorizing the Submission of a Grant Application to the Brazos Valley Community Impact Grant Program for the Nancy Carol Roberts Memorial Library**

Director of Community Services Wende Ragonis presented this item. Ragonis explained that the United Way of Brazos Valley has invited proposals for community organizations to achieve lasting changes on community issues. Ragonis stated that the grant funds range from \$20,000 to \$75,000 and no matching funds are required. Ragonis noted that the grant is program specific and has to meet a goal of education, financial stability or health. Ragonis advised that her Staff has chosen to focus on the education component for the grant.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to approve Resolution No. R-16-003 authorizing the submission of a grant application to the Brazos Valley Community Impact Grant Program for the Nancy Carol Roberts Memorial Library.

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-16-004 Authorizing the Submission of a Grant Application to the Institute of Museum and Library Services for the Nancy Carol Roberts Memorial Library**

Director of Community Services Wende Ragonis presented this item. Ragonis explained that the Institute of Museum and Library Services has invited proposals to request grant funds for libraries seeking funding for programs that address problems, challenges, or needs of broad relevance to libraries.

Ragonis stated that Staff has identified the Sparks! Ignition Grant to be appropriate for the Library. Ragonis advised that Staff plans to focus on the technology related challenges and will specifically target teen programs. Ragonis explained that funding opportunities for the grant range from \$10,000 to \$25,000 and no matching funds are required.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Ebel to approve Resolution No. R-16-004 authorizing the submission of a grant application to the Institute of Museum and Library Services for the Nancy Carol Roberts Memorial Library.

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 Recommendations for Appointments to Various City Advisory Boards**

City Manager Terry Roberts presented this item. Roberts discussed the re-appointment requested. 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 recommendation to the Council is as follows:

**Brenham Housing Authority:**  
Wanda Cooley

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to approve Wanda Cooley's re-appointment to the Brenham Housing Authority Board for a two year term.

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

Council adjourned into Executive Session at 1:34 p.m.

### **EXECUTIVE SESSION**

**11. Section 551.072 – Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding an Agreement with Roy Burger (dba RB Film Productions) for the Lease of Approximately 108.9 Acres of the Old Landfill Property**

Executive Session adjourned at 1:42 p.m.

### **RE-OPEN REGULAR SESSION**

**12. Discuss and Possibly Act Upon an Agreement with Roy Burger (dba RB Film Productions) for the Lease of Approximately 108.9 Acres of the Old Landfill Property and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to approve an agreement with Roy Burger (dba RB Film Productions) for the lease of approximately 108.9 acres of the Old Landfill Property 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

**13. Administrative/Elected Officials Report**

City Manager Terry Roberts reported on the following:

- There was a pre proposal meeting with companies interested in doing commercial sanitation with the city. Five companies participated in that meeting. The current contract with Texas Commercial Waste will expire in May.
- Progress is being made on one phase of the Brenham Family Park.
- Councilmember Danny Goss will be the City representative on the Budget Committee for the Washington County Appraisal District.
- The Council pre-budget retreat date will be April 25<sup>th</sup>.
- Budget workshops are scheduled for July 20-22<sup>nd</sup>.

- Since the next Council meeting will be during the week of Spring Break, Councilmembers decided to move that meeting to the following Thursday, March 24<sup>th</sup>.
- The Simon Conference Center will have its ribbon cutting on February 4<sup>th</sup> at 4:00 p.m.
- The U.S. Economic Development Administration (EDA) project to expand the Hodde Tech Center is moving forward.
- Two major projects, the Kruse Recreation Center and a 400 bed student housing building, are on the immediate horizon at Blinn College. Blinn will also be enhancing their baseball stadium.

The meeting was adjourned.

---

Milton Y. Tate, Jr.  
Mayor

---

Kacey A. Weiss  
Deputy City Secretary

**THIS PAGE INTENTIONALLY LEFT BLANK**