

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on February 21, 2019 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 Andrew Ebel  
Councilmember Susan Cantey  
Councilmember Danny Goss  
Councilmember Keith Herring  
Councilmember Albert Wright  
Councilmember Clint Kolby

### Members absent:

None

### Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Deputy City Secretary I Kacey Weiss, Deputy City Secretary II Karen Stack, Comptroller Stacy Hardy, Human Resources Director Susan Nienstedt, Strategic Budget Officer Debbie Gaffey, Fire Chief Ricky Boeker, Police Chief Allwin Barrow, Dant Lange, Todd Ashorn, Public Works Director Dane Rau, Assistant City Manager of Public Utilities Lowell Ogle, Development Services Director Lori Sanguedolce, Stephanie Doland, Kim Hodde, Kyle Branham, Melinda Gordon, Kevin Boggus, and Robin Hutchens

### Citizens present:

Kathleen Rooker, Perry Thomas, Mary Thornhill, Robert Stark, Elizabeth Price, and Dorothy Morgan

### Media Present:

Arthur Hahn, Brenham Banner Press; and Josh Blaschke, KWHI

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

**3. Citizens Comments**

There were no citizen comments.

**CONSENT AGENDA**

**4. Statutory Consent Agenda**

- 4-a. Minutes from the January 17, 2019 and February 7, 2019 Regular City Council Meetings**
- 4-b. Ordinance No. O-19-008 on Its Second Reading Amending Chapter 5, Animal and Fowl, of the Code of Ordinances of the City of Brenham**
- 4-c. Ordinance No. O-19-009 on Its Second Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District of a 51.119 Acre Tract of Land, Described as R20290 (WCAD), John Long Survey, A156, in Brenham, Washington County, Texas from a Mixed Residential Use (R-2) District to a Commercial Research and Technology Use (B-2) District (Case No. P-19-005)**

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve the Statutory Consent Agenda Items 4-a. through 4-c. 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**WORK SESSION**

**5. Discussion and Presentation of the 2018 Annual Report and Crime Analysis for the City of Brenham Police Department**

Police Chief Allwin Barrow presented this item. Barrow explained that the report gives comparative statistical data and information on various police programs. Barrow stated the Police Department has completed the transition from Uniformed Crime Report (UCR) reporting to a National Incident-Based Reporting System (NIBRS) which can easily skew the crime report numbers due to how crime information is captured in the NIBRS system.

The new NIBRS reporting system is able to generate reliable information for use in law enforcement administration, operation and management. The NIBRS software provides greater specificity in reporting offenses, collects more detailed information, helps give context to specific crime problems and provides greater analytic flexibility.

After explaining the new reporting system, Barrow advised the Council of some basic statistical information for the Department and updated the Council on major accomplishments, specialized functions and training for the Department. Chief Barrow also provided an update on the School Resource Officer Program and the Department's goals for 2019.

## **REGULAR SESSION**

**6. Discuss and Possibly Act Upon Approval of an Ordinance of the City of Brenham, Texas, Authorizing the Issuance and Sale of City of Brenham, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2019; Levying a Tax in Payment Thereof; Authorizing the Execution and Delivery of a Purchase Agreement and a Paying Agent/Registrar Agreement; Approving the Official Statement; and Enacting Other Provisions Relating Thereto**

City Manager James Fisher presented this item and introduced the City's Financial Advisor, Garry Kimball of Specialized Public Finance. Fisher explained that the proceeds from the sale of these Certificates of Obligation will be used for: (1) renovation of and improvements to the City's water utility systems and facilities; (2) construction of street and drainage improvements and the acquisition of land and rights-of-ways in connection with the renovation and improvements to the water system; (3) professional services of attorneys, engineers, financial advisors and other professionals in connection with the Project; and (4) to pay any fees associated with the issuance of the Certificates.

Mr. Kimball stated Standard and Poor's reaffirmed that the City has an AA- Bond Rating. Kimball explained that rating agencies look at ten year amortization percentages and stated that the city has an extremely high amortization percentage within the next ten years and that is why the City was able to get a fixed interest rate of 2.9% over a twenty year period.

A motion was made by Councilmember Herring and seconded by Councilmember Wright to approve an Ordinance of the City of Brenham, Texas, authorizing the issuance and sale of City of Brenham, Texas, Certificates of Obligation, Series 2019 to FTN Financial Capital Markets as presented by Garry Kimball.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**7. Discuss and Possibly Act Upon the Racial Profiling Report for the City of Brenham Police Department and Authorize the Mayor to Execute Any Necessary Documentation**

Police Chief Allwin Barrow presented this item. Barrow explained that the report provides details on traffic stops, citations issued, arrests made and searches conducted by the Brenham Police Department.

A motion was made by Councilmember Kolby and seconded by Mayor Pro Tem Ebel to approve the Racial Profiling Report for the City of Brenham 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**8. Discuss and Possibly Act Upon the 2018 Use of Force Report for the City of Brenham Police Department and Authorize the Mayor to Execute Any Necessary Documentation**

Police Chief Allwin Barrow presented this item. Barrow stated that officers were involved in 18 scenarios requiring use of force to effectively resolve various situations. Barrow explained that in review of the use of force incidents for years 2016, 2017 and 2018 there had been a decrease every year.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve the 2018 Use of Force Report for the City of Brenham 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**9. Discuss and Possibly Act Upon the 2018 Pursuit Report for the City of Brenham Police Department and Authorize the Mayor to Execute Any Necessary Documentation**

Police Chief Allwin Barrow presented this item. Barrow stated that during the calendar year of 2018, the department was involved in four vehicle pursuits. Barrow noted that in review of vehicle pursuits for the year 2018 in comparison to 2017, there was an increase by three.

A motion was made by Councilmember Herring and seconded by Councilmember Kolby to approve the 2018 Pursuit Report for the City of Brenham 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**10. Discuss and Possibly Act Upon Resolution No. R-19-009 Adopting a New Fee Schedule for the City of Brenham Animal Control Services and Brenham Pet Adoption & Care Center**

Captain Dant Lange and Animal Services Specialist Robin Hutchens presented this item. Lange explained that the proposed fee schedule contains changes that will allow Animal Services to have a set standard for fees, which are not presently in place. Lange discussed the daily boarding fee, rabies quarantine, rabies testing and surrender fee.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve Resolution No. R-19-009 adopting a new fee schedule for the City of Brenham Animal Control Services and Brenham Pet Adoption & Care Center with a correction on the fee schedule to remove the “per day” wording for rabies quarantine,

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**11. Discuss and Possibly Act Upon Ordinance No. O-19-010 on Its Second Reading Providing for the Abandonment of a 1,517 Square Foot Portion and a 137 Square Foot Portion of a 12-Foot Wide Alley in Block 6 of Hurt’s Addition, Bounded on the North by West First Street, Bounded on the East by the Brenham Wholesale Grocery Co., Inc., Called 10,999 Square Foot Tract, Bounded on the South by the Remainder of the 12-Foot Alley, and Being Bounded on the West by the Brenham Wholesale Grocery Co., Inc. Called 0.4726 Acre Tract and the Susan Crawford Called 0.37 Acre Tract, Situated in Brenham, Washington County, Texas, Out of the A. Harrington Survey, Abstract No. 55 and Authorize the Mayor to Execute Any Necessary Documentation**

Development Services Director Lori Sanguedolce presented this item. Sanguedolce explained that Brenham Wholesale Grocery Co., Inc. and Richard and Susan Crawford have requested that a portion of the unimproved alley, located off of West First Street be abandoned. Sanguedolce advised that both requestors ask that they get their respective portion of the alley. Sanguedolce advised that the abandonment of this alley does not create an undue burden on traffic or on utilities.

Dr. Robert Stark, owner of property at 507 Jackson Street, addressed Council. Stark stated that he uses the alleyway to access the back of his property and that if the alley was abandoned he would only be able to access the storage building in his back yard from behind another neighboring property owner.

Brad Trochta from Brenham Wholesale Grocery Company, stated that the request was made in part to protect the safety of neighboring property owners that use the alley. Trochta explained that the way their property sits, people using the alley have to drive across their private property and around the security keypad for their company parking lot. Trochta stated that having people drive around the keypad could be a liability issue for them if one of their truck drivers were to hit someone.

Public Works Director Dane Rau stated that old alleyways provide a liability to the city. Rau noted that they are burdensome to the City because staff has to maintain them but they can be beneficial to the property owners.

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to table Item 11.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**12. Discuss and Possibly Act Upon the Rejection of Bids Related to City of Brenham Project No. 2018-04 for the 2018 Louanna Estates Subdivision Drainage Improvements and Authorize the Mayor to Execute Any Necessary Documentation**

Public Works Director Dane Rau presented this item. Rau stated that bids for this project were opened on February 12, 2019, by staff and representatives from Strand Associates. Rau explained that due to errors related to the bid quantities, which were not caught by all bidders, Strand along with staff would like to recommend the Council reject the bids.

A motion was made by Councilmember Herring and seconded by Councilmember Kolby to approve the rejection of bids related to City of Brenham Project No. 2018-04 Related to the 2018 Louanna Estates Subdivision Drainage Improvements 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**13. Discuss and Possibly Act Upon a One Year Contract Extension, in Accordance with Bid No. 18-007, for Mowing and Cleanup Services for Various City Departments and Authorize the Mayor to Execute Any Necessary Documentation**

Public Works Director Dane Rau presented this item. Rau stated that on March 8, 2018, City Council awarded the annual mowing and cleanup services contract to Gene’s Services. Rau explained that the contract was for one year with the option to renew, if both parties agreed, for an additional year, totaling up to 3 years. Rau advised that Gene’s Services has done an outstanding job over the last year and so staff is recommending that Council approve a one-year extension to Bid No. 18-007.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Ebel to approve a one year contract extension, in accordance with Bid No. 18-007, with Gene’s Services for mowing and cleanup services for various city departments, at the same price as bid in 2018, 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**14. Discuss and Possibly Act Upon a One Year Contract Extension, in Accordance with Bid No. 17-005, 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 on March 2, 2017, bids were opened for the purchase of refuse bags for the Sanitation Department. Rau explained that Houston Poly was the low bidder on the 14,000 refuse bags at \$5.97/roll and provides the best value and product to the City of Brenham. Rau stated that in the contract staff has the option to renew for an additional year if both parties agree. Rau advised that Houston Poly has indicated that they would honor the price of \$5.97 per roll for 2019 as they bid in 2017.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve a one year contract extension, in accordance with Bid No. 17-005, for the purchase of 14,000 refuse bags from Houston Poly Bag in the amount of \$5.97/roll for the Sanitation 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

- 15. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham, Texas by Amending Part 1, Sec. 5.02 Definitions, to Redefine Accessory Building or Use, Garage Apartment and Establish a New Definition for Accessory Dwelling Units (ADU); Part II, Division 1, Section 10 – Accessory Structures and Uses to Establish Standards Related to the Development of Such Uses; Part II, Division 1, Section 17 – Height and Area Exceptions of General Applicability; and Part II, Division 2 – Zoning District Regulations, to Allow Accessory Dwelling Units by Specific Use Permit in the Residential (R-1), Mixed Residential (R-2), and Manufactured Home Residential (R-3) Zoning Districts and By-Right in the Local Business/Residential Mixed Use (B-1) Zoning District (Case No. P-18-025)**

A motion was made by Councilmember Cantey and seconded by Councilmember Kolby to remove this item from the table.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

Assistant Director of Development Services Stephanie Doland presented this item. Doland explained that this request was initiated by Mary Thornhill to amend the zoning ordinance to allow accessory dwelling units (ADUs) uses within various residential zoning districts and to establish use specific standards for such uses. Doland stated that on February 7, 2019 Council held a Public Hearing and considered a similar item. Doland noted that no citizen comments were made during the public hearing. Doland advised that during the regular agenda item, Council directed staff to conduct additional research on the topic and the item was tabled for future consideration at the February 21<sup>st</sup>, 2019 Council Meeting.

Doland explained that staff researched the original proposed wording and is recommending the following revisions:

- Revise the definition of Accessory Building or Use;
- Adopt a definition of Accessory Dwelling Unit;
- Revise the definition of Garage Apartment;
- Delete the definition of Servants' Quarters;
- Revise use-specific standards for Accessory Structures and Uses;
- Adopt use-specific standards for ADUs;
- Allow ADUs by Specific Use Permit in R-1, R-2, and R-3; and,
- Allow ADUs by-right in B-1.

Doland stated that on January 28, 2019, after conducting a Public Hearing, the Planning and Zoning Commission voted unanimously to recommend approval of the proposed text amendment with the following conditions:

- That all detached accessory structures in residential districts shall be located in the rear yard (which is to the rear of a lot line connecting the midpoints of the two (2) opposite side lot lines) and shall have a side and rear yard of not less than (5) feet; and
- To remove height restrictions of sixty (60) feet pertaining to Accessory Dwelling Units.

Councilmember Goss requested that the second reading of this Ordinance be placed on the Regular Agenda on March 7<sup>th</sup> instead of the Consent Agenda so that Council can discuss if needed.

A motion was made by Councilmember Kolby and seconded by Mayor Pro Tem Ebel to approve an Ordinance on its first reading amending Appendix A: Zoning, Part 1, Sec. 5.02 Definitions, to redefine Accessory Building or Use, Garage Apartment and establish a new definition for Accessory Dwelling Units (ADU); to amend Part 2, Division 1, Section 10 – Accessory Structures and Uses to establish standards related to the development of such uses; to amend Part 2, Division 1, Section 17 – Height and Area Exceptions of General Applicability; and Part 2, Division 2 – Zoning District Regulations, to allow Accessory Dwelling Units by Specific Use Permit in the Residential (R-1), Mixed Residential (R-2), and Manufactured Home Residential (R-3) Zoning Districts and by-right in the Local Business/Residential Mixed Use (B-1) Zoning District with the removal of the sixty (60) foot height requirement as recommended by the Planning and Zoning Commission.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**16. Discuss and Possibly Act Upon the Purchase of a Backhoe and Mini Excavator for Central Fleet Using Sourcewell Cooperative Contract Number 032515-JDC and Authorize the Mayor to Execute Any Necessary Documentation**

Central Warehouse and Fleet Supervisor Kyle Branham presented this item. Branham explained that during the budget process, Council approved the purchase of a new backhoe and mini excavator in Central Fleet. Branham stated that these two items would be available for rent by all departments through the program. Branham advised that the backhoe would replace a 2002 model and a 1998 model both of which continue to have maintenance issues due to wear and age. Branham noted that the new mini excavator would possibly replace a 2006 model. Branham stated that these two units would be sold via Govdeals.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Ebel to approve the purchase of a backhoe and mini excavator from RDO Equipment Co., in the amount of \$143,888.18, for Central Fleet using Sourcewell Cooperative Number 032515-JDC 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**17. Discuss and Possibly Act Upon a Ground Space Lease Agreement with Mark T. and Elaine Denson for Hangar Space at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation**

Planning Technician Kim Hodde presented this item. Hodde stated that Al Miller sold his hangar to Mark T. and Elaine Denson and therefore, a new lease agreement needs to be executed with Mr. and Mrs. Denson.

Hodde advised that execution of this new lease agreement would terminate the previous lease agreement with Mr. Miller. Hodde explained that the lease agreement is the City's standard ground-space lease for \$0.08 cents per square foot and the lease rate may increase up to \$0.02 per square foot in a five-year period as the prevailing rates change.

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Wright to approve a Ground-Space Lease Agreement with Mark T. and Elaine Denson for hangar space at the Brenham Municipal Airport 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**18. Discuss and Possibly Act Upon a Ground Space Lease Agreement with Aviators Plus, LLC for Hangar Space at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation**

Planning Technician Kim Hodde presented this item. Hodde stated that A.J. Foyt sold his hangar located at 2901 Aviation Way to Aviators Plus (Brent Nedbalek) and therefore, a new lease agreement should be executed with Mr. Nedbalek. Hodde advised that execution of this new lease agreement would terminate the previous lease agreement with Mr. Foyt. Hodde noted that the lease agreement is the City's standard ground-space lease for \$0.08 cents per square foot and the lease rate may increase up to \$0.02 per square foot in a five-year period as the prevailing rates change.

Hodde stated that Mr. Foyt's original lease agreement was for 12,000 square feet. Hodde explained that however, improvements have been made over the years that are not within the existing lease area so this new lease area remedies this situation as well as meets Mr. Nedbalek's request for an expanded lease area. Hodde noted that the Airport Advisory Board met on February 12, 2019 and recommends expanding the lease area to 45,846 square feet.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve a Ground Space Lease Agreement, to include the expanded lease area of 45,846 square feet, with Aviators Plus, LLC (Brent Nedbalek) for hangar space at the Brenham Municipal Airport 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**19. Discuss and Possibly Act Upon City of Brenham Project No. 64C-50C Related to FY19 Water Main Replacements and Authorize the Mayor to Execute Any Necessary Documentation**

Assistant City Manager of Public Utilities Lowell Ogle presented this item. Ogle stated that this project would replace approximately 11,000 linear feet of existing water main. Ogle explained that on February 7, 2019, bids for the construction phase were opened by Strand Associates, Inc. and staff. Ogle noted that three bids were received for the rehabilitation project. Ogle advised that the low bidder, Barclays Premier Utility Services, LLC is qualified and experienced in this type of work and has been recommended by Strand Associates, Inc.

A motion was made by Councilmember Herring and seconded by Councilmember Kolby to award City of Brenham Project No. 64C-50C to Barclays Premier Utility Services, LLC, in the amount of \$1,355,430 and includes Bid Alternates H and I, 5% Bid Bond, and Addendum No. 1, related to FY19 Water Main Replacements 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**20. Discuss and Possibly Act Upon a Professional Services Agreement Between the City of Brenham and Strand Associates, Inc. for Services Related to the Water Line Extension to New Washington County Road and Bridge Building and Authorize the Mayor to Execute Any Necessary Documentation**

Assistant City Manager of Public Utilities Lowell Ogle presented this item. Ogle stated that this extension would begin near the intersection of TX-36 North and N. Park Street and head north approximately 3,840 linear feet. Ogle explained that the services to be provided include, but are not limited to, performing topographic field surveys, review preliminary regulatory permit requirements, distribute bidding documents, attend pre-bid meeting, attend bid opening, and provide contract administration services including review of contractor’s drawing submittals, review of contractor’s periodic pay request, and provide record drawings. Ogle noted that this extension is outside of the city limits and Washington County has agreed to reimburse the City for the cost of this extension, which, including engineering is \$393,970.

A motion was made by Councilmember Kolby and seconded by Councilmember Wright to approve a Professional Services Agreement between the City of Brenham and Strand Associates, Inc., not to exceed \$55,000, for Services Related to the Water Line Extension to New Washington County Road and Bridge Building 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 Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

**21. Administrative/Elected Officials Report**

City Manager James Fisher reported on the following:

- Washington County Day at the Capitol is February 26<sup>th</sup>
- Joint Council meeting with the Planning and Zoning Commission and Board of Adjustment to discuss the Comprehensive Plan is February 28<sup>th</sup> at 11:00 a.m.
- A public Open House on the Comprehensive Plan is scheduled for February 28<sup>th</sup> at 6:30 p.m. at the Barnhill Center
- Staff met with Federal Emergency Management Agency (FEMA) and Texas Division of Emergency Management (TDEM) officials to discuss various projects

The meeting was adjourned.

*Milton Y. Tate, Jr.*

Mayor

*Jeana Bellinger, TRMC, CMC*

City Secretary



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