

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on June 18th, 2020 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 Keith Herring
Councilmember Clint Kolby
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

None

Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary – Director of Administrative Services Jeana Bellinger, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager - Public Services/Utilities Donald Reese, Fire Chief Ricky Boeker, and Director of Development Services Stephanie Doland.

Citizens present:

Linda Thomas, Mark Schultz and Michael Reynolds.

Media Present:

Alyssa Faykus, Brenham Banner Press; Brette Kohring and Josh Blaschke, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Kolby**
- 3. Citizens Comments**

There were no citizen comments.

CONSENT AGENDA

4. Statutory Consent Agenda

- 4-a. **Minutes from the June 4, 2020 Regular City Council Meeting**
- 4-b. **Ordinance No. O-20-014 on Its Second Reading, Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to the Washington County Healthy Living Association/Margaret E. Blizzard Senior Activity Center to Allow Additional Parking as an Accessory to Use for the Margaret E. Blizzard Senior Activity Center in a Single Family Residential Use (R-1) Zoning District on Approximately 0.938 Acres of Land Addressed as 1300, 1302, 1304 and 1306 Loesch Street, and Described as Section 1, Block 1, Lots 1-4 of the Kenjura Subdivision, in Brenham, Washington County, Texas (Case Number P-20-017)**
- 4-c. **Ordinance No. O-20-015 on Its Second Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on Approximately 1.071 Acres of Land, Described as Part of Tract 57 of the John Lang Survey, A-156, in Brenham, Washington County, Texas (Case Number P-20-018)**
- 4-d. **Approve the \$1.00 Purchase Option for Three (3) Pieces of Xerox Office Automation Equipment and a Two-Year Contract with Xerox Financial Services LLC. for Service, Maintenance and Supplies for Said Office Automation Equipment and Authorize the Mayor to Execute Any Necessary Documentation**
- 4-e. **Approve the Purchase of Additional Materials for the Copper Conductor Replacement Project — Section 4, in the Amount of \$33,148.35, from Techline, Inc. Through the Lower Colorado River Authority (LCRA) Materials Program and Authorize the Mayor to Execute Any Necessary Documentation**
- 4-f. **Approve the Purchase of a Shade Structure for the Splashpad in Henderson Park from May Recreation Equipment and Design L.P., Through BuyBoard Contract No. 512-16, in the Amount of \$56,670.00 and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve the Statutory Consent Agenda Item 4-a. through 4-f. 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

WORK SESSION

5. Discussion and Presentation of the City of Brenham Development Update Regarding Recently Completed, Ongoing, and Upcoming Projects

Development Services Director Stephanie Doland presented this item. Doland stated that the City of Brenham is experiencing a period of increasing growth. Doland advised that since the beginning of 2020 two large residential subdivision developments have been approved and many commercial construction projects have begun.

Doland provided an overview of ongoing residential and commercial projects in Brenham, as well as a review of recently completed projects.

6. Discussion and Presentation of the City of Brenham Public Works and Public Utilities Recently Completed, Ongoing, and Upcoming Projects

Assistant City Manager – Public Services/Utilities Donald Reese presented this item. Reese provided an overview of several Public Works and Public Utility projects in various stages of completion.

7. Discussion and Update on Fiscal Year 2019-20 Budget

This item was presented by City Manager James Fisher. Fisher advised the Council that the City has experienced a \$1.58 Million loss in revenue due to the COVID-19 pandemic and that sales tax collections are forecasted to be 10% less than last year. Fisher explained that while revenues have been drastically affected, staff has also worked hard at reducing expenses and because of that, the City's financial status is still strong.

Fisher advised that the Budget Team is working hard on the FY21 budget and will be presenting it to Council during the upcoming July budget workshops.

REGULAR SESSION

8. Discuss and Possibly Act Upon a Professional Services Agreement for Engineering Services Between the City of Brenham and Strand Associates, Inc. for the Construction of Sanitary Sewer Improvements Related to the Baker Katz Development Project and Authorize the Mayor to Execute Any Necessary Documentation

Assistant City Manager – Public Services/Utilities Donald Reese presented this item. Reese stated the proposed agreement with Strand is for additional engineering services related to the Baker Katz project, the Brenham Family Park and future development in that area. The agreement also includes engineering services for the relocation of an existing lift station located on the Brenham State Supported Living Center property. Reese advised that the services being performed under this agreement will not exceed \$65,00,000.

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve a Professional Services Agreement between the City of Brenham and Strand Associates, Inc., not to exceed \$65,000.00, for engineering services related to the construction of sanitary sewer improvements related to the Baker Katz Development Project 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

9. Discuss and Possibly Act Upon Resolution No. R-20-023 Adopting Revised Aviation Minimum Standards for the Brenham Municipal Airport

Assistant City Manager – Public Services/Utilities Donald Reese presented this item. Reese stated that minimum standards are necessary to ensure the highest service, safety, and equality at the Brenham Municipal Airport. Reese said the current Minimum Standards were adopted in 2005 based on TxDOT’s Minimum Standard template and mainly address Fixed Base Operators (FBO’s). The proposed revised Minimum Standards define FBO’s as well as other Specialized Aviation Services Operators that offer aeronautical activities such as charter operations, pilot training, aircraft rentals and sales, aircraft maintenance and repair, etc. and the requirements associated with each.

A motion was made by Councilmember Saunders and seconded by Councilmember Herring to table this Item to allow the Council more time to read the new Standards document.

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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

10. Discuss and Possibly Act Upon a Gift Deed Between the City of Brenham and James Hanath Related to 2.193 Acres of Land Being Described as Lot 3C of the Replat of Lot 2 and Lot 3 of the Little Sandy Subdivision and Authorize the Mayor to Execute Any Necessary Documentation.

This item was presented by Public Works Director Dane Rau. Rau said the subject property is a plot of land on North Dixie on which the City's Munz Lift Station is located. Rau explained that the City only has an easement to access the lift station. Due to planned upgrades to the station, staff requested a permanent easement for access and additional space for the construction of an access roadway. During discussions with Mr. Hanath, he advised the City that he would like to donate the property so that the City can have permanent access to the lift station and easily build an access roadway.

A motion was made by Councilmember Kolby and seconded by Councilmember Saunders to approve a gift deed between the City of Brenham and James Hanath related to 2.193 acres of land being described as Lot 3C of the replat of Lot 2 and Lot 3 of the Little Sandy Subdivision 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

11. Discuss and Possibly Act Upon the Renewal of City of Brenham Group Health Plan with TML Health Benefits Pool and Establishment of Funding Rates for the Plan Year beginning October 1, 2020 through September 30, 2021 and Authorize the Mayor to Execute Any Necessary Documentation

This item was presented by Human Resources Director Susan Nienstedt. Nienstedt explained that the information provided in the packet has been updated and that the renewal of the City’s Group Health Plan with Texas Municipal League will continue to provide the same network of providers and the same deductible; however, there will be an increase in the total out of pocket amount from \$5,000.00 to \$7,000.00. Nienstedt stated that by increasing the total out of pocket expense, the premiums being paid by employees will remain the same as last year.

Nienstedt provided the following premium information for Council:

Current Plan				Proposed Plan			
Plan Type	Employee Pays	COB Pays	Total Cost	Employee Pays	COB Pays	Total Cost	COB % Paid
EE Only	\$ 32.00	\$ 585.76	\$ 617.76	\$ 50.54	\$ 585.76	\$ 636.30	92%
EE & Spouse	\$ 319.00	\$ 935.00	\$ 1,254.00	\$ 356.62	\$ 935.00	\$ 1,291.62	53%
EE & Child(ren)	\$ 190.00	\$ 897.70	\$ 1,087.70	\$ 222.64	\$ 897.70	\$ 1,120.34	64%
EE Family	\$ 432.00	\$ 1,388.68	\$ 1,820.68	\$ 486.62	\$ 1,388.68	\$ 1,875.30	65%
# Employees Covered Lives	202 432						

Current Retiree Plan				Retiree Plan		
	Retiree Pay	COB Pays	Total Cost	Retiree Pay	COB Pays	Total Cost
Retiree only	\$ 517.76	\$ (100.00)	\$ 617.76	\$ 536.30	\$ (100.00)	\$ 636.30
Retiree & Spouse	\$ 1,054.00	\$ (200.00)	\$ 1,254.00	\$ 1,091.62	\$ (200.00)	\$ 1,291.62
# Retirees Covered Lives	5 8					

A motion was made by Councilmember Herring and seconded by Councilmember Wright to approve the revised renewal rates, which include an increase in out of pocket expenses from \$5,000.00 to \$7000.00, for the City’s Group Health Plan with TML Health Benefits Pool for the plan year beginning October 1, 2020 through September 30, 2021 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

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

This item was presented by City Manager James Fisher. Fisher reported that staff recently received resignations from Dr. Walter Jackson from the Main Street Advisory Board and Dr. Jamey Johnson from the Library Advisory Board. The Council Subcommittee on Boards and Commissions recommended Lowell Ogle to replace Dr. Jackson on the Main Street Advisory Board, and Elizabeth Coker to replace Dr. Johnson on the Library Advisory Board. Both appointments would be to unexpired terms ending December 31, 2020.

A motion was made by Councilmember Kolby and seconded by Councilmember Saunders to approve the appointment of Lowell Ogle to the Main Street Board and Elizabeth Coker to the Library Board, both being appointed to unexpired terms ending on December 31, 2020, and authorize the Mayor to approve 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

13. Discuss and Possibly Act Upon Resolution No. R-20-024 Amending the Policies and Procedures for City of Brenham Boards and Commissions

This item was presented by City Manager James Fisher. Fisher advised that the current Policies and Procedures for City of Brenham Boards and Commissions instructs individuals who are members of multiple boards to abstain from participating in funding decisions when one of those boards is funding the others.

A motion was made by Councilmember Herring and seconded by Councilmember Saunders to approve Resolution No. R-20-024 amending the Policies and Procedures for Boards and Commissions.

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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

14. Discussion and Update on the City of Brenham's COVID-19 (Coronavirus) Response and Recovery Efforts

City Manager James Fisher reported on the following:

- City Hall will return to regular hours on Monday, July 6.
- All playgrounds, sports courts are now open.
- Hot Nights, Cool Tunes will take place as planned. Staff will have signage to remind attendees to social distance.

15. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- A press release from Mayor Tate and the City Council will be issued today declaring that the City of Brenham stands with our community, our State and Nation in condemning incidents of violence and clearly declares that racism has no place in our community or society. The City Council is committed to ensure that everyone is treated fairly within our community and that compassion, kindness, understanding, professionalism, and a servant's heart are at the foundation of the City's service to the community. The press release will be given to the media, distributed to all City employees, and posted on the City's website.
- Upcoming FY21 budget workshop dates are July 9, July 15, and July 16.
- Chief Parker has reviewed the Brenham Police Department's Standard Operating Procedures and has confirmed that "choke holds" and "bar holds" have never been allowed by Brenham PD.
- The City is planning a community picnic for Sunday, July 19th at Fireman's Park and Henderson Park. More information will be coming soon about the planned event.

The meeting was adjourned.

Milton Y. Tate, Jr.

Mayor

Jeana Bellinger, TRMC, CMC

City Secretary



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