

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on September 3, 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, Police Chief Ron Parker, Director of Public Works Dane Rau and Kim Hodde.

Citizens present:

Cindy Nash, Kelly Hajek and Cole Christian.

Media Present:

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

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Cantey**
- 3. Proclamation – Washington County READ**
 - *Getting Life* by Michael Morton

4. Citizens Comments

There were no citizens comments.

CONSENT AGENDA

5. Statutory Consent Agenda

- 5-a. **Minutes from the August 13, 2020 Special Workshop Meeting**
- 5-b. **Approve Change Order No. 3 and Final Payment in the Amount of \$29,345.00 to Gulf States Protective Coatings, Inc. Related to the 2016 Surface Water Treatment Plant Protective Coatings Rehabilitation and Authorize the Mayor to Execute Any Necessary Documentation**
- 5-c. **Approve a Noise Variance in Connection with the 2020 Downtown Summer Concert Series (Hot Nights, Cool Tunes) to be Held from 7:00 p.m. to 10:00 p.m. on October 10, 16, 17 and 24, 2020**
- 5-d. **Approve the Purchase of Materials in the Amount of \$68,122.00, for the Copper Conductor Replacement from Techline, Inc. Through the Lower Colorado River Authority (LCRA) Materials Program and Authorize the Mayor to Execute Any Necessary Documentation**
- 5-e. **Approve a One Year Contract Extension with Kustom Klean Janitorial Services in Accordance with Bid No. 17-011 for Janitorial Services for Various City Facilities, Including the Addition of the Street Department Building, and Authorize the Mayor to Execute Any Necessary Documentation**
- 5-f. **Approve Resolution No. R-20-027 Authorizing the Acceptance of TxDOT's Selective Traffic Enforcement Program (STEP) Comprehensive Grant for Traffic Enforcement October 1, 2020 through September 30, 2021**
- 5-g. **Approve the Selection of Ashley Wayman to the 2020 TML Health Benefits Pool Board of Trustees for TML Region 10 and Authorize the Mayor to Execute Any Necessary Documentation**
- 5-h. **Approve the Selection of Robert Herrerra (Place 1), John Fullen (Place 2), Jeffrey Snyder (Place 3) and Kimberly Meisner (Place 4) for TML Intergovernmental Risk Pool Board of Trustees and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Wright and seconded by Councilmember Herring to approve the Statutory Consent Agenda Item 5-a. through 5-h. 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

PUBLIC HEARING

6. Proposed Budget for Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021

- This budget will raise more total property taxes than last year's budget by an estimated \$179,536 (2.44%), and of that amount \$69,774 is tax revenue to be raised from estimated new property added to the tax roll this year**

Mayor Tate opened the Public Hearing.

City Manager James Fisher presented this item. Fisher reported that the FY2020-21 proposed budget for the City of Brenham includes appropriations of operating resources for 30 separate funds and authorizes \$68.4 million in expenditures. Fisher said there has been one modification to the FY2020-21 proposed budget since the last time it was discussed with Council. A modification was made to the General Fund which is the City's main operating fund. Staff originally presented an operating budget requiring the use of \$361,690 from reserves to balance the budget. The proposed budget is balanced without the use of reserves. Fisher noted that the proposed budget includes a personnel attrition factor which recognizes budget savings normally incurred from employee turnover.

There were no citizen comments. Mayor Tate closed the Public Hearing.

REGULAR SESSION

7. Discuss and Possibly Act Upon an Ordinance on Its First Reading Adopting the Budget for Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021

City Manager James Fisher presented this item. Fisher said the proposed FY2020-21 budget has been developed in compliance with the property tax code, local government code, and City Charter. Fisher said the proposed budget includes appropriations of operating resources for 30 separate funds and authorizes \$68.4 million in expenditures. The proposed budget is on the City's website and on file with the City Secretary. Fisher noted this item is the first reading of the Ordinance to adopt the proposed FY2020-21 budget.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve an Ordinance on its first reading adopting the budget for Fiscal Year beginning October 1, 2020 and ending September 30, 2021.

Mayor Tate called for a record 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

8. Discuss and Possibly Act Upon Ratification of the Property Tax Increase Reflected in the Proposed Budget for Fiscal Year Beginning October 1, 2020 and Ending September 30, 2021, which Raises More Revenue from Property Taxes than the Previous Year's Budget

City Manager James Fisher presented this item. Fisher said that in compliance with Local Government Code, if a municipal budget raises more property taxes than in the previous year's budget, City Council must formally ratify a property tax increase. Although the City is proposing to lower the property tax rate from \$0.5140 to \$0.5040 in the FY2020-21 budget, due to new properties added to the tax roll and an increase in existing property valuations, the FY2020-21 budget will raise more total property taxes than last year's budget. For FY2020-21, the City estimates an increase of \$179,536 (2.44%) in property tax revenue, and of that amount, \$69,774 is tax revenue to be raised from new property added to the tax roll. Fisher explained that a vote must be taken to ratify the property tax increase reflected in the budget. This vote is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate.

A motion was made by Councilmember Cantey and seconded by Councilmember Kolby to ratify the property tax increase reflected in the proposed budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021, which raises more revenue from property taxes than the previous year's budget.

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 an Ordinance on Its First Reading Levying Property Taxes for the Tax Year 2020 for the City of Brenham at \$0.5040 per \$100 Valuation

City Manager James Fisher presented this item. Fisher said the proposed FY2020-21 budget includes a tax rate of \$0.5040 per \$100 valuation which has two components: Maintenance and operations (M&O) and interest and sinking (I&S). The proposed tax rate of \$0.5040 will allocate \$0.3200 to the General Fund for maintenance and operations and, the balance of \$0.1840 to the Debt Service Fund for interest and sinking. The City has complied with all the notices and publications as required by the Tax Code.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve an ordinance on its first reading levying taxes for the Tax Year 2020 for the City of Brenham at \$0.5040 per \$100 valuation.

Mayor Tate called for a record 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 Resolution No. R-20-026 Adopting a Grant Management Policy for the City of Brenham

City Manager James Fisher presented this item. Fisher explained that Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) requires that the City have written policies, procedures and standards of conduct for federal awards. The proposed Grant Management Policy satisfies this requirement and provides guidance for the City to follow for all grants (local, state and federal), and provides more specific guidelines to be followed for federal grants.

A motion was made by Councilmember Kolby and seconded by Councilmember Saunders to approve Resolution No. 20-026 adopting a Grant Management Policy for the City of Brenham.

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 Award of Bid for Project No. 2019-03 Related to the 2020 Salem Road Street Improvements and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that on August 18, 2020, Strand Associates and City staff opened bids regarding Salem Road improvements. There were six bids received and bids were very competitive. The scope of work involves taking this road from asphalt to concrete, widening, storm sewer addition, curb and gutter, and striping. It will also involve making a better transition when exiting or entering Salem Rd from Hwy 36 South.

Fisher stated that Larry Young Paving, Inc. submitted the lowest bid at \$1,284,372.50 and the projected budget for this project was \$1.4 million dollars with \$185,000 of that used for engineering services. Larry Young Paving has a reputable background and most recently completed the Phase 2 road improvements in Vintage Farms for Stylecraft.

A motion was made by Councilmember Herring and seconded by Councilmember Saunders to award Project No. 2019-03 to Larry Young Paving, Inc. in the amount of \$1,284,372.50 for the 2020 Salem Road Street 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

12. Discuss and Possibly Act Upon the Approval of the Routine Airport Maintenance Program (RAMP) Grant Agreement No. M2117BREN with TxDOT for FY2021 and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher stated that this item is consideration of the City’s annual grant agreement with TxDOT for participation in the Routine Airport Maintenance Program (RAMP) for September 1, 2020 through August 31, 2021. Fisher said this agreement allows the City to be reimbursed for 50% of the cost of monthly AWOS monitoring (AviMet Data Link connection fees and continued scheduled maintenance), annual AWOS maintenance contract, as well as 50% of the cost of replacement lamps for the airport lighting system, herbicides, general maintenance, and a contingency for emergency repairs.

Fisher advised Council that the maximum for the grant is \$100,000 total (50/50 match) for the fiscal year. The City has budgeted funds of \$50,000 and with TxDOT's \$50,000 match, this will enable the City to do \$100,000 worth of maintenance at half the cost to the City.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve the Routine Airport Maintenance Program Grant Agreement No. M2117BREN with TxDOT for FY2021 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

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

City Manager James Fisher advised the Council that there was no new information to report at this time. Fisher stated that things are slowly returning to normal.

14. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- Airport runway bump project is still on-going
- TML Conference will be held virtually this year due to COVID

The meeting was adjourned.

Milton Y. Tate, Jr.

Mayor

Jeana Bellinger, TRMC, CMC

City Secretary

