

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on April 15, 2021 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 Clint Kolby
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

Councilmember Keith Herring

Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager – Public Services/Utilities Donald Reese, Police Chief Ron Parker, Director of Public Works Dane Rau, Director of Public Utilities Alton Sommerfield, Captain Lloyd Powell, Sgt. Kelvin Raven, Cpl. Jose Perez, Cpl. Eddie Martinez, and Officer Marley Mayo.

Citizens present:

Leigh Linden, Ryan Sanders, and Shannan Canales

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 Susan Cantey**
- 3. Special Recognitions**
 - City of Brenham Police Department’s 202 Office of the Year – Cpl. Jose Perez
 - Police Department Promotion – Eddie Martinez, Corporal

4. Citizens Comments

No citizen comments were heard.

CONSENT AGENDA

5. Statutory Consent Agenda

5-a. Accept the 2020 Audit of the Washington County Appraisal District by Seidel, Schroeder & Company and Authorize the Mayor to Execute Any Necessary Documentation

5-b. Approve an Appointment to the Brenham Community Development Corporation (BCDC) Board for an Unexpired Term to Expire on December 31, 2021

5-c. Approve a Noise Variance from the Brenham Maifest Association for Maifestival Events to be Held on Friday, May 7, 2021 from 5:00 p.m. to Midnight and Saturday, May 8, 2021 from 10:30 a.m. to Midnight in Fireman's Park and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve the Statutory Consent Agenda Items 5-a through 5-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 Keith Herring	Absent
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

REGULAR SESSION

6. Discuss and Possibly Act Upon Quotes Related to Repairs at the Lake Somerville Intake Pump Station No. 1 and Authorize the Mayor to Execute Any Necessary Documentation

Director of Public Utilities Alton Sommerfield presented this item to Council. Sommerfield explained that as motor repairs at the Lake Somerville Pump Station were being done, the vendor found problems with Intake Pump No. 1 and recommended it be removed from service and repaired.

Sommerfield advised that staff received three quotes for the repair and Smith Pump Company, Inc. was the lowest bidder at \$47,602.69. Sommerfield explained that Smith Pump has done work for the City before and is a good, reliable, vendor.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve the repair of Lake Somerville Pump Station No. 1 as quoted by Smith Pump Company, Inc. in the amount of \$47,602.69 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	Absent
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

7. Discuss and Possibly Upon a Lease Agreement Between the City of Brenham and Woodson Lumber Co. for the Lease of Real Property Being Located at 307 S. Market Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation

Assistant City Manager – Public Services/Utilities Manager Donald Reese presented this item to Council. Reese explained that in the summer of 2020, the City closed its recycling center located at 307 S. Market Street and began providing recycling service to City residents via a third-party contractor. Since that time, the property has sat vacant.

Reese advised Council that representatives from Woodson Lumber Co reached out to staff stating that they were interested in leasing the vacant property. At that time, staff began drafting a lease agreement with the following general terms:

- \$1,500.00 per month.
- One (1) year lease with option for three (3) additional one (1) year periods.
- Lessee is responsible for all utilities.
- Lessee is responsible for all improvements.
- Lessee is responsible for all maintenance to facilities.

Reese stated that staff is recommending the lease agreement be approved, as presented, with a start date of May 1, 2021.

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve a Lease Agreement between the City of Brenham and Woodson Lumber Co., beginning on May 1, 2021, for the lease of real property being located at 307 S. Market St., Brenham, Texas 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	Absent
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

8. Discuss and Possibly Upon An Ordinance on Its First Reading Amending Chapter 24, Taxation, Article II, Hotel Occupancy Tax, of the Code of Ordinances of the City of Brenham

City Secretary Jeana Bellinger presented this item to Council. Bellinger explained that as the City prepared for the transition to on-line payment of hotel occupancy taxes, the City's current ordinance (Chapter 24, Taxation, in the Code of Ordinances) needs to be amended to allow for electronic payments, remove wording indicating hotel occupancy taxes can be paid to the City Secretary, and amend language related to the due date of the reports and payments.

Bellinger advised that the ordinance being presented for first reading provide for the needed changes and has been approved by the City Attorney.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve an Ordinance on its first reading amending Chapter 24, Taxation, Article II, Hotel Occupancy Tax, of the Code of Ordinances of 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	Absent
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

9. Discuss and Possibly Act Upon Bid No. 21-007 for Mowing, Maintenance and Clean-Up Services for Various City Buildings, Public Properties and Parking Lot Areas and Authorize the Mayor to Execute Any Necessary Documentation

Purchasing and Fleet Supervisor Kyle Branham presented this item to Council. Branham explained that on March 24, 2021, the Purchasing Department opened bids for the annual Mowing, and Cleanup Services that are performed throughout various City locations. There were 2 (two) bids and one (1) no-bid received out of the eight (8) vendors it was sent to.

Branham stated that the bid contains twenty-two (22) locations around the city that consist of open park property, medians, alley/easements, parking lot areas, vacant city owned lots and municipal facilities as well as code violation clean-ups. Branham advised that three bids were received, and that Gene’s Services submitted the lowest bid.

Branham stated that Gene’s Services is the current vendor and has done an outstanding job; therefore, staff is recommending the bid be awarded to Gene’s Services for a term of three (3) years with the option to renew for an additional two (2) years if both parties agree.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to award Bid No. 21-007 for mowing, maintenance and clean-up services for various City buildings, public property and parking lot areas to Gene’s Services for a period of three (3) years, with the option to renew for an additional two (2) years if both parties agree 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	Absent
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

10. Discuss and Possibly Act Upon Resolution No. R-21-010 Authorizing the Submission of a Grant Application to the Texas Department of Agriculture (TDA) for the Community Development Block Grant (TxCDBG) Program for Rural Texas

Director of Public Works Dane Rau presented this item to Council. Rau explained that the Community Development Block Grant (TxCDBG) for Rural Texas's primary objective is to develop viable communities by providing housing and suitable living environments and expanding economic opportunities for low-to-moderate income persons. The Community Development Fund is the largest fund category in the TxCDBG Program with the max award being \$350,000.00. The application deadline is May 3, 2021.

Rau stated that on March 11, 2021, Council awarded RFP No. 21-005 related to the grant administration and/or planning services for the TxCDBG Program for Rural Texas to Public Management Inc. and on March 11, 2021, Council also awarded RFQ No. 21-006 related to engineering/architectural/surveying services for the TxCDBG program to Strand Associates.

Rau advised that this Resolution is the first step in moving forward with submitting an application for this grant. The application deadline is May 3rd. Rau stated that the project consists of road and drainage improvements off Carrington Lane and a 20% local match of \$70,000 is committed in the City's General Fund and Drainage Fund.

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve Resolution No. R-21-010 authorizing the submission of a grant application to the Texas Department of Agriculture (TDA) for the Community Development Block Grant (TxCDBG) Program for Rural Texas.

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	Absent
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

11. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- Early Voting begins on April 19th
- Election Day is May 1st
- Special meeting to canvass the 2021 General Election results will be held on May 4th at 9:00 a.m.

The meeting was adjourned.

Milton Y. Tate, Jr.

Mayor

Jeana Bellinger, TRMC, CMC

City Secretary

