

Brenham City Council Minutes

A special meeting of the Brenham City Council was held on January 24, 2022 beginning at 10:30 a.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 Clint Kolby
Councilmember Shannan Canales
Councilmember Leah Cook
Councilmember Adonna Saunders
Councilmember Albert Wright

Members Absent:

Councilmember Atwood Kenjura

City of Brenham Staff present:

City Manager Carolyn Miller, Manager of Legal and Legislative Services/Deputy City Secretary Karen Stack, Director of Development Services Stephanie Doland, Director of Finance Stacy Hardy, Police Chief Ron Parker, Fire Chief Roger Williams, Human Resources Director Susan Nienstedt, Deputy City Secretary Alyssa Faykus and Sierra Newell

Citizens/Others Present:

Michele Bright, Scott Coggiano, Randy Hodge, Tom Hart, and Austin Ely

Media Present:

Jason May, Brenham Banner-Press; and Mark Whitehead, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – City Manager Carolyn Miller**

3. Citizens Comments

Austin Ely with Skydive Freedom Addressed Council. Mr. Ely proposed that the City audit all hangers at the Brenham Municipal Airport. Mr. Ely further suggested that if the city discovers any hangers not being used for aeronautical activity, that someone should be given an opportunity to use them.

REGULAR SESSION

4. Discuss and Possibly Act Upon the Purchase of a Fire Truck for the Brenham Fire Department from Siddons Martin Emergency Group, LLC and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation

Fire Chief Roger Williams presented this item. Williams explained that the Brenham Fire Department's Engine 4, a 2002 Ferrara pumper fire engine, has reached the end of its service life and needs to be replaced. The purchase of a replacement fire truck was included in the Fiscal Year 2021-22 Adopted Budget.

Williams said the replacement price is \$855,313.00 plus additional equipment costing \$51,045.00, for a total of \$906,358.00. The 2002 engine will be traded in for a credit of \$26,000.00. Therefore, staff are requesting approval of a purchase order for a total of \$880,358.00. Williams noted that this price is good through January 31, 2022, after which it will increase by 8 percent.

A motion was made by Councilmember Saunders and seconded by Councilmember Canales to approve the purchase of a fire truck for the Brenham Fire Department from Siddons Martin Emergency Group, LLC, in the amount of \$880,358.00, and authorize the Mayor or the City Manager 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 Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Yes
Councilmember Atwood Kenjura	Absent
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

5. Discuss and Possibly Act Upon Resolution No. R-22-002 Expressing Official Intent to Reimburse Certain Costs Related to the Purchase of a Fire Truck for the Brenham Fire Department

This item was presented by Director of Finance Stacy Hardy. Hardy explained that the Fiscal Year 2021-22 Adopted Budget included the purchase of a replacement fire truck funded by the issuance of Certificates of Obligation. To allow the City to move forward with this purchase before a February 2022 price increase goes into effect, a Reimbursement Resolution is needed. This resolution allows Council the ability to reimburse certain costs related to the purchase of the fire truck from the issuance of Certificates of Obligation, which are scheduled to be issued in early March 2022.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Wright to approve Resolution No. R-22-002 expressing official intent to reimburse certain costs related to the purchase of a fire truck for the Brenham Fire Department.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Yes
Councilmember Atwood Kenjura	Absent
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

6. Discuss and Possibly Act Upon the Purchase, Delivery and Installation of Two (2) Aviation-Grade Fuel Tanks and Associated Equipment for the Brenham Municipal Airport and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation

This item was presented by Development Services Director Stephanie Doland. Doland said that in 1987, the City purchased and installed an above ground fuel tank and associated plumbing and filtration (fuel farm) for use at the Brenham Municipal Airport. The fuel farm was previously operated by the former Fixed Base Operator and has been out of service since August of 2020. Since then, the City consulted with Bassco Services, Inc., an aviation fuel farm system specialist. Bassco's opinion was that the tanks were beyond their useful life and the costs to bring them into service would not be economical. Thus, the City's fuel farm needs to be replaced to provide fuel to the general aviation community. Staff are asking for authorization to purchase a pair of 12,000-gallon fuel tanks and associated equipment. In addition to this equipment, the system needs to be modified and installed. The purchase, transport, and installation will be completed by multiple entities.

A motion was made by Councilmember Saunders and seconded by Councilmember Cook to approve the purchase, delivery, and installation of two (2) aviation-grade fuel tanks and associated equipment for the Brenham Municipal Airport, in an amount not to exceed \$200,000.00, and authorize the Mayor or the City Manager 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 Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Yes
Councilmember Atwood Kenjura	Absent
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

7. Discuss and Possibly Act Upon Resolution No. R-22-003 Expressing Official Intent to Reimburse Certain Costs Related to Improvements at the Brenham Municipal Airport

This item was presented by Director of Finance Stacy Hardy. Hardy explained that the Fiscal Year 2021-22 Adopted Budget included the issuance of Certificates of Obligation. A portion of the proceeds were designated for the funding of General Government capital projects. Staff have identified critical capital improvements at the Brenham Municipal Airport that they would like to move forward on prior to the anticipated issuance of the Certificates of Obligation in March 2022. This resolution allows Council the ability to reimburse certain costs related to improvements at the Brenham Municipal Airport from the issuance of Certificates of Obligation, which are scheduled to be issued in early March 2022.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to approve Resolution No. R-22-003 expressing official intent to reimburse certain costs related to improvements at the Brenham Municipal Airport.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Yes
Councilmember Atwood Kenjura	Absent
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

8. Discuss and Possibly Act Upon an Agreement Between the City of Brenham and an Interim Professional Services Placement Firm for an Interim Airport Manager and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation

This item was presented by Development Services Director Stephanie Doland. Doland reported that due to a change in circumstances, the Brenham Municipal Airport is currently without Avgas and Jet A fuel for sale to the general public. In order to meet the needs of the airport and restore fuel availability, both qualified line personnel and additional infrastructure are needed at the airport. Doland noted that the City does not currently have qualified personnel on staff to provide these services.

Staff recommend entering into an agreement with a Professional Services Placement Firm to employ a qualified manager of line services and to assist the City in the transition from services offered by a third-party Fixed Based Operator to services offered by the City of Brenham. The contracted individual would be responsible for guiding City staff in the necessary equipment, personnel, and infrastructure to offer services to the general aviation community and airport stakeholders.

Councilmember Cook asked when an Interim Airport Manager would be hired, and City Manager Carolyn Miller replied that it would be done as soon as possible. Councilmember Canales noted that citizens who use the airport regularly should be consulted regarding the selection of a candidate for this position.

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to authorize an agreement between the City of Brenham and an Interim Professional Services Placement Firm for an Interim Airport Manager and authorize the Mayor or the City Manager 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 Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Yes
Councilmember Atwood Kenjura	Absent
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

9. Discuss and Possibly Act Upon the Authorization of the Mayor or the City Manager to Negotiate, Approve and Execute an Agreement for Airport Management Consulting Services at the Brenham Municipal Airport

This item was presented by Development Services Director Stephanie Doland. Doland reported that due to a change in circumstances, the Brenham Municipal Airport is currently without Avgas and Jet A fuel for sale to the general public. In order to meet the needs of the airport and restore fuel availability, both qualified line personnel and additional infrastructure are needed at the airport. Doland noted that the City does not currently have qualified personnel on staff to provide these services. Staff recommend entering into an agreement with a qualified Airport Management Consulting Firm to serve the general aviation community and the existing airport stakeholders. If approved, the Airport Management Consultant would be responsible for negotiation of a fuel contract on behalf of the City, assisting in the lease or purchase of fuel trucks, and a point of sale for fuel transactions. In addition, the Consultant would be responsible for overseeing fuel sales and deliveries and monitoring line services to ensure that all aviation fueling is conducted in a safe manner and in accordance with applicable federal regulations.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Saunders to authorize the Mayor or City Manager to negotiate, approve, and execute an agreement for Airport Management Consulting Services at the Brenham Municipal Airport.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Yes
Councilmember Atwood Kenjura	Absent
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

The meeting was adjourned.

Milton Y. Tate, Jr.

Mayor

Jeana Bellinger, TRMC, CMC

City Secretary

