

Brenham City Council Minutes

A Regular Meeting of the Brenham City Council was held on Thursday, February 15, 2024 beginning at 1:00 PM in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members Present:

Mayor Atwood Kenjura
Mayor Pro Tem Clint Kolby
Councilmember Shannan Canales
Councilmember Leah Cook
Councilmember Paul LaRoche
Councilmember Adonna Saunders
Councilmember Albert Wright

Members Absent:

None

City of Brenham Staff Present:

City Manager Carolyn Miller, City Attorney Cary Bovey, City Secretary/Director of Administrative Services Jeana Bellinger, General Manager of Public Utilities Debbie Gaffey, Assistant General Manager of Public Utilities Alton Sommerfield, Director of Water/Wastewater Bobby Keene, Director of Public Works Dane Rau, Strategic Budget Officer Tim McRoberts, Director of HR and Risk Management Susan Nienstedt, Asst. Police Chief Lloyd Powell, Development Services Director Stephanie Doland, Economic & Community Development Director Teresa Rosales, Robin Hutchens, Kyle Branham, Shawn Bolenbarr, Jessica Perez, Stephen Draehn, Curtiss Schoen, Steven Eilert, Jerry Saldivar, and Daniel McCracken.

Citizens/Others Present:

Megan Kirkland, Chris Ekrut, Mary Ann Chelf, Bruce Chelf, Debi Roberson, David Roberson, Calvin Kossie, Mike Brannon, Kyle Merten, Mark Feldhake, Deanna Alfred, Elizabeth Price, Cyndee Smith, and Blake Brannon.

Media Present:

Joshua Blaschke, KWHI, and Sarah Forsythe, Banner Press.

1. Call Meeting to Order

2. Invocation and Pledges to the US and Texas Flags - Councilmember Adonna Saunders

3. Citizen Comments

No citizen comments were heard.

CONSENT AGENDA

4. Statutory Consent Agenda

4.a. Approve the Minutes from the January 29, 2024, Special Council Meeting

4.b. Approve the Purchase of One (1) Vermeer Hydro-Vac Unit for the City of Brenham Central Fleet from Vermeer of Texas-Louisiana through Buyboard Contract No. 684-22 in the Amount of \$65,900.00 and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve Consent Agenda Items 4.a. through 4.b. as presented.

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

Yes: Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

No: None

Absent: None

WORK SESSION

5. Discussion and Presentation on City of Brenham Water Rate Study by NewGen Strategies and Solutions, LLC

Chris Ekrut from NewGen Strategies and Solutions, LLC. presented this item and provided the following information to the City Council:

- Current Utility Fund Summary

- Cost of Service by Rate Class
- Minimum Charges by Meter Size - Commercial
- Proposed Rate Plan - 3 Year Step Rate Increase
- Proposed Utility Fund Summary
- Utility Bill Impacts Over Next 3-Years
- Regional Utility Bill Comparisons

REGULAR SESSION

6. Discuss and Possibly Act Upon the Purchase of Two (2) Ford F-150 Responder Trucks for the City of Brenham Police Department through The Interlocal Purchasing System (TIPS) and Authorize the Mayor to Execute Any Necessary Documentation

Maintenance Supervisor Stephen Draehn presented this item. Draehn advised that the Maintenance Department is seeking to purchase two (2) Ford F-150 Responder Trucks for fiscal year 2024 for use by the Police Department. Draehn advised that these vehicles were approved in the FY24 adopted budget and came in under budget. Draehn advised that staff obtained quotes for these vehicles from Silsbee Fleet Group - Silsbee Ford on TIPS contract 210907 for Automobiles for \$107,922.50, which does not include equipment installation for the vehicles. Draehn advised that the additional equipment will be purchased on a separate purchase order and installed in-house by City Maintenance personnel.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Saunders to approve the purchase of two (2) Ford F-150 Responder trucks for the City of Brenham Police Department from Silsbee Ford through The Interlocal Purchasing System (TIPS) in the amount of \$107,922.50 and authorize the Mayor to execute any necessary documentation.

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

Yes: Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

No: None

Absent: None

7. Discuss and Possibly Act Upon the Purchase of Four (4) Dodge Durangos for the City of Brenham Police Department through The Interlocal Purchasing System (TIPS) and Authorize the Mayor to Execute Any Necessary

Documentation

Maintenance Supervisor Stephen Draehn presented this item. Draehn advised that the Maintenance Department is seeking approval to purchase four (4) Dodge Durango Police Package Vehicles for use by the Police Department that were approved in the FY24 adopted budget. Draehn advised that staff obtained quotes for these vehicles from Silsbee Fleet Group – Donalson CDJR, LLC on TIPS contract 210907 for Automobiles for \$203,415.00, which came in under budget. Draehn advised that this price does not include the additional equipment, but there will be costs savings by having the Maintenance Department install all additional equipment.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to approve the purchase of four (4) Dodge Durangos for the City of Brenham Police Department from Donalson CDJR through The Interlocal Purchasing System (TIPS) in the amount of \$203,415.00 and authorize the Mayor to execute any necessary documentation.

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

Yes: Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

No: None

Absent: None

8. Discuss and Possibly Act Upon Bid No. 24-002 for Chlorine and Sulfur Dioxide Chemicals and Authorize the Mayor to Execute Any Necessary Documentation

Purchasing & Public Works Project Manager Kyle Branham presented this item. Branham advised that for the last year, the City has been requesting quotes on a quarterly basis for Chlorine and Sulfur Dioxide due to the volatility of the market.

Branham stated that with the market beginning to stabilize, annual bids were solicited in January and City received 3 bids. Branham explained that PVS DX, Inc submitted the lowest annual bid at \$2,208.00/ton for Chlorine and \$2,008.00/ton for Sulfur Dioxide, which also includes a \$10.80 excise tax on orders and a \$50.00 monthly rental per cylinder.

A motion was made by Councilmember Canales and seconded by Councilmember Saunders to award Bid No. 24-002 for Chlorine and Sulfur Dioxide to PVS DX, Inc. in the amount of \$2,208.00/ton for Chlorine and \$2,008.00/ton for Sulfur

Dioxide and authorize the Mayor to execute any necessary documentation.

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

Yes: Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

No: None

Absent: None

9. Discuss and Possibly Act Upon the Rejection of All Bids Submitted in Response to RFP No. 23-010 Related to the Jackson Street Substation Underground Feeder Exit Relocation, Phase 1, and Authorize the Mayor to Execute Any Necessary Documentation

Deputy General Manager of Public Utilities Alton Sommerfield presented this item. Sommerfield advised that in January 2024, the City opened bids for the Jackson Street Substation Underground Feeder Exit Relocation. Sommerfield advised that staff received 3 bids for the project with the lowest bid from Boettcher Hlavinka Co, for \$481,488.10, which surpassed the budgeted amount of the project at \$144,000.

Sommerfield advised that since the bid came in considerably higher than what was budgeted, staff would like Council to reject all the bids and allow staff time to reevaluate the size and scope of the project.

A motion was made by Councilmember Canales and seconded by Councilmember Wright to reject all bids submitted in response to RFP No. 23-010 related to the Jackson Street Substation Underground Feeder Exit Relocation, Phase 1, and authorize the Mayor to execute any necessary documentation.

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

Yes: Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

No: None

Absent: None

10. Discuss and Possibly Act Upon an Ordinance on Its First Reading Adopting

Chapter 28, Impact Fees, of the Code of Ordinances of the City of Brenham, Texas

Director of Development Services Stephanie Doland presented this item. Doland advised that in May 2024 the Brenham City Council approved a Professional Services Agreement with Strand Associates, Inc. to perform an Impact Fee Study in accordance with Chapter 395 of the Texas Local Government Code. Doland advised that impact fees for water, wastewater and roadways were evaluated to help finance infrastructure improvements needed in response to growth and new development. Doland advised that impact fees reduce the economic burden on existing citizens by sharing development costs associated with new development. Doland advised that following the Council's approval of the Capital Improvements and Land Use Assumptions in December 2023, a Public Hearing on the imposition of impact fees on new development was held in February.

Doland advised that in accordance with Texas Local Government Code 395.051, the approval of an Ordinance adopting impact fees shall be done within 30-days of the date of the Public Hearing on the imposition of an impact fee. Doland stated that the CIAC recommends the following:

- Impact Fees for Water at ninety percent (90%) the Maximum Assessable Rate;
- Impact Fees for Wastewater at twenty percent (20%) the Maximum Assessable Rate; and
- To accept the results of the Roadway Impact Fee Study and not to adopt an Impact Fee for Roadways.

A motion was made by Councilmember LaRoche and seconded by Councilmember Canales to approve an Ordinance on its first reading adopting Chapter 28, Impact Fees, of the Code of Ordinances of the City of Brenham, Texas.

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

Yes: Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

No: None

Absent: None

11. Administrative/Elected Officials Report

City Manager Carolyn Miller advised City Council on the following:

- Ratings call with Standards and Poor will be next week.
- Next City Council meeting will be on March 7th.

Council adjourned into Executive Session at 2:24 p.m.

EXECUTIVE SESSION

- 12. Section 551.071, Texas Government Code - Consultation with Attorney - Consultation with City Attorney Regarding Commonwealth Development, Inc. v. City of Brenham, Texas; Fair Housing Case No. 06-22-3294-8**
- 13. Section 551.074, Texas Government Code - Personnel Matters - Discussion Concerning the Employment and Duties of the City Manager, and Associated Matters**

Executive Session adjourned at 3:20 p.m.

ADJOURN

Atwood C. Kenjura
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary