

Brenham City Council Minutes

A Regular Meeting of the Brenham City Council was held on Thursday, November 16, 2023 beginning at 2:00 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 Finance Stacy Hardy, Director of Public Works Dane Rau, Strategic Budget Officer Tim McRoberts, Director of HR and Risk Management Susan Nienstedt, Acting Police Chief Lloyd Powell, Economic & Community Development Director Teresa Rosales, Robin Hutchens, Karen Stack, Kyle Branham, Casey Redman, Tammy Jaster, and Shawn Bolenbarr

Citizens/Others Present:

Steve Sefcik

Media Present:

Leslie Fuentes - Brenham Banner Press, Josh Blaschke - KWHI, and Jason May - Brenham Independent

1. Call Meeting to Order

2. Invocation and Pledges to the US and Texas Flags - Councilmember Cook
3. Citizen Comments

CONSENT AGENDA

4. Statutory Consent Agenda

- 4.a. Approve the City of Brenham 2024 Holiday Calendar and Authorize the Mayor to Execute Any Necessary Documentation
- 4.b. Approve a Lease Agreement Between the City of Brenham and Ricoh USA, Inc. for the Leased Office Automation Equipment and Authorize the Mayor to Execute Any Necessary Documentation
- 4.c. Approve Change Order No. 1 and Final Payment to KRPS Contractors LLC. for Project No. 2022-05, In the Amount of \$36,679.21, Related to the Brenham Family Park Main Creek Crossing and Authorize the Mayor to Execute Any Necessary Documentation
- 4.d. Approve Change Order No. 1 to Dudley Construction, LLC. for Project No. 2021-06-A, In the Amount of \$5,705.00, Related to the 2022 Sanitary Sewer Improvements-Stone Hollow Lift Station Replacement and Authorize the Mayor to Execute Any Necessary Documentation
- 4.e. Approve the Ratification of the Award of Bid No. 22-002 Related to FY23 Janitorial Services, to Kustom Klean Janitorial Services, Inc. in the Amount of \$560.00 and Authorize the Mayor to Execute Any Necessary Documentation
- 4.f. Approve an Amendment to Bid No. 22-002 Awarded to Kustom Klean Janitorial Services, Inc, in the Amount of \$840.00 Per Year, for Additional Janitorial Services at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Canales and seconded by Councilmember Cook to approve Consent Agenda Items 4.a. through 4.f. as presented.

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

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

No: None

Absent:

REGULAR SESSION

5. Discuss and Possibly Act Upon Resolution No. R-23-042 Regarding the Election of Members to the Board of Directors of the Washington County Appraisal District

City Secretary Jeana Bellinger presented this item. Bellinger explained that her office received a ballot from Dyann White, Chief Appraiser of the Washington County Appraisal District Board (WCAD) advising that the City needed to submit their ballot for the election of members to serve on the WCAD Board for a two-year term beginning January 1, 2024.

Bellinger explained that the City is afforded a total of 513 votes. These votes can be cast for one candidate or be distributed among any of the candidates. As in year's past, the Resolution being presented distributed the votes evenly among all of the candidates: Joe Antkowiak, Leslie Boehnemann, Douglas Borchardt, Charles Gaskamp, Halee Stark Kalkhake and John Schaer.

A motion was made by Councilmember Canales and seconded by Councilmember Wright to approve Resolution No. R-23-042 regarding the election of members to the Board of Directors of the Washington County Appraisal District..

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:

6. Discuss and Possibly Act Upon Bid No. 23-012 Related to the Purchase of Lime for the City of Brenham Water and Wastewater Utility System and Authorize the Mayor to Execute Any Necessary Documentation

Director of Water and Wastewater Bobby Keene presented this item. Keene stated that on July 27, 2023, the City opened bids for an annual price of bulk fine quick lime to be delivered to the wastewater treatment plant. There were three bids received with L'hoist North America of Texas, LLC being the lowest bid at \$307.00/ton. Keene advised that the contract (bid) pricing would be for one (1) year with the option of two (2) one-year renewals under the same terms.

A motion was made by Councilmember Saunders and seconded by Mayor Pro

Tem Kolby to Award Bid No. 23-012 related to the purchase of Lime for the City of Brenham Water and Wastewater Utility System to Lhoist North America of Texas, LLC in the amount of \$307.00/ton 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:

7. Discuss and Possibly Act Upon Resolution No. R-23-043 Adopting a New Fee Schedule for the City of Brenham's Parks and Recreation Facilities and Programs

Director of Public Works Dane Rau presented this item. Rau explained that during the 2023-24 budget meetings, the Parks and Recreation staff were tasked with looking at all facilities and rates that are currently being charged in order to narrow the gap between expenses and revenues.

Rau stated that staff started with the Blue Bell Aquatic Center due to this facility being heavily supported by city taxpayers. Staff is recommending that separate rates be established for city residents and non-city residents. Rau explained that increasing the fees paid by non-city residents would help narrow the gap between expenses and revenues. Rau advised that it has been five years since rates were increased at the Blue Bell Aquatic Center and that the City has experienced much higher chemical costs, higher part-time employee rates to stay competitive with other businesses, and are paying higher rates on required maintenance and other services to keep the facility in great shape. Rau stated that the Aquatic Center has a \$1.1 Million operating budget with revenues only coming in at \$315,000. Rau explained that other rates associated with rental facilities and usage of fields are also being increased slightly.

A motion was made by Councilmember Saunders and seconded by Councilmember Canales to approve Resolution No. 23-043 adopting a new fee schedule for the City of Brenham's Parks and Recreation facilities and programs. .

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:

8. Discuss and Possibly Act Upon Award of Bid for Project No. 2023-01 Related to Progress and Valley Drives Drainage Improvements and Authorize the Mayor to Execute Any Necessary Documentation

Director of Public Works Dane Rau presented this item. Rau stated that on October 31, 2023, City staff along with Strand Associates opened bids regarding drainage work at the end of Progress and Valley Dr. These areas currently drain into private property and with this project we will add inlets, curbing, piping, and a concrete valley to make sure private property is not affected by rain events and make sure that stormwater gets to the main channel more directly.

Rau stated there were none (9) bids received with Texas KB Utilities, LLC being the lowest bidder at \$123,000. Texas KB Utilities are based out of Chappell Hill and have done work for First Baptist and numerous jobs in the Houston area.

A motion was made by Councilmember Canales and seconded by Councilmember Wright to Award Project No. 2023-01 related to Progress and Valley Drives Drainage Improvements to Texas KB Utilities in the amount of \$123,000 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:

9. Administrative/Elected Officials Report

City Manager Carolyn Miller reported on the following:

- City offices will be closed on November 23-24 for Thanksgiving holidays
- The downtown Christmas Stroll Parade will be Saturday, December 2nd

ADJOURN

Atwood C. Kenjura

Mayor

Jeana Bellinger, TRMC, CMC

City Secretary

