

Minutes

This is a true and correct copy of the minutes of the Regular City Council Meeting for the City of Brookshire held August 17, 2023, at 7:00 pm.

(1) Call to order.

Time: 7:03 pm

Mayor Branch: here

Mayor Pro Tem Hill: present

Aldерwoman Branch: here

Alderman McAnelly: present

Alderwoman Taylor: here

Alderwoman Neuendorf: present

(2) Prayer & Pledge.

Prayer: Alderman McAnelly

Pledge: The Body

(3) Public comments.

1. Shawn Johnson would like to know who she needs to speak with about her permitting. She was informed to meet with the City Secretary and City Administrator.

**THE CITY COUNCIL WILL DISCUSS AND TAKE POSSIBLE ACTION
REGARDING THE FOLLOWING ITEMS:**

- (4) **CONSENT ITEMS** – The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event the item will be removed and discussed separately.
- a. Approval of Council Meeting Minutes: **January 19 and August 3, 2023.**
 - b. Entering into a contract for Funding View Software (Mayor Pro Tem Hill).
 - c. Accepting a proposal from EZ Task for website services (Mayor Pro Tem Hill).
 - d. Extending the end of the season for the water park from after Labor Day to closer to October (Alderswoman Taylor).
 - e. Approving **Resolution 1469:** Awarding Bleyl Engineering a professional services contract for engineering services related to ARPA funded projects.
 - f. Approving **Ordinance 23-718-15:** Consenting to annexation of certain property by the Brookshire Municipal Water District. (Riverwood Farms)
 - g. Adopting the proposed 2023 Budget and Tax Rate Schedule.
 - h. Accepting the Certified Taxable Values from Waller County Appraisal District.
 - i. Approving annual maintenance contract for IT computer network.
 - j. Approving emergency services contract with Garner Services.

Request made to remove items B., H., and J.

Motion on Consent Agenda: Mayor Pro Tem Hill

Second: Alderman McAnelly

For: 4

Against: 0

Abstain: Alderman Neuendorf

Approved Mayor Branch Motion Carried

B. Fundview Contract – software to replace incode software for fund accounting, payroll, permitting, and code enforcement.

H. Accept certified tax rolls from Waller County Appraisal District

Motion: Alderman McAnelly

Second: Mayor Pro Tem Hill

For: 5

Against:0

Approved Mayor Branch Motion Carried

J. Garner Services Contract – Emergency services, equipment, etc for disasters. All equipment is pre bid per FEMA guidelines, guaranteeing pricing. No cost to city to enter into contract.

Motion: Alderman Branch

Second: Alderman Neuendorf

For: 5

Against: 0

Approved Mayor Branch Motion Carried

(5) Presentation by K Friese + Associates regarding municipal engineering services.

Motion: Motion made to table by Alderman Branch

Second: Mayor Pro Tem Hill

For: 5 (K Friese did not show, will be called to ask to come to next meeting.)

Against:0

Approved Mayor Branch Motion Carried

(6) Discuss and consider Granicus Software for Meeting and Agenda Creation

Motion: Alderman McAnelly

Second: Monique Taylor
For: 5
Against:0
Approved Mayor Branch Motion Carried

- (7) Discuss and consider to approve renovations to Convention Center in the amount of \$44,780.

Motion: Alderman Branch
Second: Alderman McAnelly
For: 5
Against:0
Approved Mayor Branch Motion Carried

- (8) Discuss and consider to approve renovations to City Hall in the amount of \$44,797.

Motion: Alderman Branch
Second: Alderman Neuendorf
For: 5
Against:0
Approved Mayor Branch Motion Carried

- (9) Purchasing tables and chairs for the convention center (Alderwoman Branch).
Motion to Table until we get occupancy and evaluate what we have: Alderman Branch

Second: Mayor Pro Tem Hill
For: 5
Against:0
Approved Mayor Branch Motion Carried

- (10) Adopting **Ordinance 23-719-15**: Restricting feather flags and similar banner signs. (Alderwoman Branch)

Motion: Alderman Branch
Second: Alderman Neuendorf
For: 5
Against:0

Approved Mayor Branch Motion Carried

- (11) Adopting Ordinance 23-720-15: Providing regulations for shipping containers and storage containers in the City. (Alderwomen Taylor and Branch)**

Motion: Alderman McAnelly

Second: Alderman Taylor

For: 5

Against: 0

Approved Mayor Branch Motion Carried

- (12) Purchasing a vehicle for code enforcement purposes (Mayor Pro Tem Hill).**

Motion to purchase a vehicle for code enforcement up to \$24,000: Mayor Pro Tem Hill

Second: Alderman McAnelly

For: 5

Against: 0

Approved Mayor Branch Motion Carried

- (13) Purchasing of two vehicles by the Police Department. (Chief Miller)**

Motion: Mayor Pro Tem Hill

Second: Alderman Neuendorf

For: 5

Against: 0

Approved Mayor Branch Motion Carried

- (14) Determination of surplus equipment of the Police Department, including vehicles, and the sale, auction, or disposal of the equipment. (Chief Miller)**

Motion to dispense all vehicles to auction within 7 business days: Mayor Pro Tem Hill

Second: Alderman Branch

For: 5

Against: 0

Approved Mayor Branch Motion Carried

(15) Approving a proposed 2023 Tax Rate (for notification purposes only).
Motion to approve proposed tax rate of .681341/\$100: Alderman Branch
Second: Alderman Neuendorf
For: 5
Against: 0
Approved Mayor Branch Motion Carried

(16) Invoice payments and reports.
Asked to remove TML invoices for correction, and all invoices with sales tax,
and veterinary invoice
Motion to approve all but noted above: Alderman Neuendorf
Second: Mayor Pro Tem Hill
For: 4
Against: 0
Abstain: Alderman Branch
Approved Mayor Branch Motion Carried

(17) Request for Future Agenda Items.
None at this time

(18) Council Reports and Community Announcements.

Alderwoman Neuendorf –

Alderwoman Taylor – Go Royal!

Alderman McAnelly – Thanks to EDC for all the improvements to the city parks

Alderwoman Branch –

Mayor Pro Tem Hill – Former Brookshire PD office shot in the line of duty with Harris County. Doing well. Sending prayers.

Recess 8:22pm

Back in Session: 8:29pm

(19) Executive Session. The City Council will meet in a closed session pursuant to Title 5, Chapter 551, of the Texas Government Code for the purpose of:

- a. Consultation with legal counsel (Section 551.071);
- b. Deliberations on personnel (Section 551.074) regarding the appointment, appeal, employment, evaluation, reassignment, duties, discipline, or dismissal of: **Mr. Anthony Marquez, the Police Chief, the City Secretary, the Public Works Director, the Municipal Court Director, and the City Administrator.**

Adjourn into executive session: 8:31pm

Reconvene in open session: 11:41pm

(20) Discussion and possible action regarding items discussed in Executive Session Consider and take action to agree to enter into a separation agreement with Officer Marquez.

Motion: Mayor Pro Tem Hill

Second: Alderman Neuendorf

For: 5

Against: 0

Approved Mayor Branch Motion Carried

(21) Adjournment. 11:42pm

Motion: Alderman Branch

Second: Alderman Taylor


For: 5

Against: 0

Approved Mayor Branch Motion Carried


DARRELL BRANCH, MAYOR

ATTEST:



NAME [SIGNATURE]

ERICA MOLINA
NAME [PRINTED]