

**NOTICE OF REGULAR MEETING
CITY OF BROOKSHIRE – CITY COUNCIL**

The Board of Aldermen of the City of Brookshire will conduct a Regular Meeting on **Thursday, August 18, 2022, at 7:00 PM in the Council Chambers of the Brookshire Municipal Building, 4029 5th Street.** This Notice and the Agenda are posted online at:

www.brookshiretexas.org

A recording of the meeting will be made available to the public in accordance with the Open Meetings Act upon written request.

AGENDA

- (1) Call to order. By: Mayor Branch Start time: 7:00 pm
Mayor Branch: here
Mayor Pro Tem K. Branch: here
Aldерwoman M Taylor: absent
Alderman J Hill: present
Aldерwoman A Neuendorf: present
Alderman L Stamps: absent
- (2) Prayer & Pledge.
Prayer: Alderman Hill
Pledge: The Body
- (3) Public comments.
1. Chief Miller swear in 5 police officers: Officer Young, Officer Fowler, Office Williams, Office Turner, Office McNeil
2. Tony McAnelly asking for updated information regarding the availability and location of public viewing of council packets.
- (4) Discussion and possible action regarding use of positive pay on City payroll checks. (Alderman Hill)
Motion:
Second:
For:
Approved:
Tabled: next meeting

- (5) Discussion and possible action regarding **Resolution 1378**: A Resolution authorizing the sale of the animal services structure as surplus property. (Alderwoman Neuendorf)

Motion:

Second:

For:

Approved: Mayor D Branch Motion Carried

Tabled:

- (6) Discussion and possible action regarding **Resolution 1379**: A Resolution approving the quarterly investment report for the period ending February 28, 2022.

Motion:

Second:

For:

Approved:

Tabled: next meeting

- (7) Discussion and possible action regarding **Resolution 1380**: A Resolution approving the quarterly investment report for the period ending May 31, 2022.

Motion:

Second:

For:

Approved:

Tabled: next meeting

- (8) Public Hearing regarding the City of Brookshire's Guidelines and Criteria for Tax Abatement Agreements.

Justin: Council needs to establish tax abatement policy and procedures and have them on record with a public hearing. Open Public hearing: 8:03 pm Closing Public hearing: 8:04 pm.

- (9) Discussion and possible action regarding **Resolution 1381**: A Resolution of the City of Brookshire, Texas indicating its intent to participate in tax abatement and adopting Guidelines and Criteria for Tax Abatement Agreements.

Justin: Update and post on the website.

Motion: Mayor Pro Tem Branch

Second: Alderwoman Neuendorf

For: All in favor

Approved: Mayor Branch Motion Carried

Tabled:

- (10) Discussion and possible action regarding **Resolution 1382**: A Resolution of the City of Brookshire, Texas setting the maximum proposed ad valorem tax rate to be used for Fiscal Year 2022-2023 budget calculations.

Motion:

Second:

For:

Approved:

Tabled: next meeting

- (11) Discussion and possible action regarding **Resolution 1383**: A Resolution of the City of Brookshire, Texas regarding the request of Javier Garcia Lopez for a variance from the side set-back requirements of Section 50-21 of the City's Code of Ordinances for a proposed single-family residence to be located at 2 Donna Court, Brookshire, Texas.

Justin: Development Services Group recommends approving: subject notes

Motion: Mayor Pro Tem Branch

Second: Alderman Hill

For: All in favor

Approved: Mayor Branch

Tabled:

- (12) Discussion and possible action regarding **Resolution 1384**: A Resolution of the City of Brookshire, Texas regarding the request of DMZ Properties, LLC for a Special Exception to the height requirement of Section 10-205 of the City's Code of Ordinances for a proposed multi-family development to be located at 395 FM 359, Brookshire, Texas
Motion: Alderwoman Neuendorf
Second: Mayor Pro Tem Branch
For: All in Favor
Approved: Mayor Branch Motion Carried
Tabled:
- (13) Discussion and possible action regarding cash acceptance policy for property tax payments. (Alderman Hill)
Motion:
Second:
For:
Approved:
Tabled: next meeting
- (14) Discussion and possible action regarding the minutes of the YAC and the City Council being brought into conformity with the Texas Open Meetings Act. (Alderman Hill)
Motion:
Second:
For:
Approved:
Tabled: next meeting
- (15) Discussion and possible action regarding the content of the bills and invoice reports – what is included, and what is not. (Alderman Hill)
Motion:
Second:
For:
Approved:
Tabled: next meeting

- (16) Update on emergency management plan workshop. (Alderman Hill)

Motion:

Second:

For:

Approved:

Tabled: next meeting

- (17) Discussion and possible action with Public Works Director regarding the City's ditch management plan and grass maintenance plan. (Alderman Hill)

Mr. Kelley plan on cleaning culverts first. Alderman Hill question the cost for the maintenance.

Motion: Alderman Hill to direct Public Works director to provide a written report outline the ditch management and grass maintenance.

Second: Alderwoman Neuendorf

For: All in favor

Approved: Mayor Branch Motion Carried

Tabled:

- (18) Update regarding the billboard on Highway 90 and Gresham Avenue. (Alderwoman Branch)

Motion: Mayor Pro Tem Branch being citations of \$500 per day for a the billboard until removed

Second: Alderman Hill

For: All in favor

Approved: Mayor Branch Motion Carried

Tabled:

- (19) Update regarding status of amendments to Development Code. (Alderwoman Branch)

Motion:

Second:

For:

Approved:

Tabled: next meeting

- (20) Update on Municipal Court's online payments from Mrs. Green. (Alderwoman Branch)

Motion:

Second:

For:

Approved:

Tabled: next meeting

(21) Discussion and possible action regarding invoice payments and reports.

Motion: Alderwoman Neuedorf tabled invoice payments and reports

Second: Mayor Pro Tem Branch

For: All in favor

Approved: Mayor Branch Motion Carried

Tabled: next meeting

(22) Request for Future Agenda Items.

Alderwoman Neuedorf – discussion and possible action regarding updating to city's Personnel Policy.

Second: Mayor Pro Tem Branch

For: All in Favor

Approved: Mayor Branch Motion Carried

Alderwoman Neuedorf – discussion and possible action regarding updated ordinances with recommendations from Gunda

Second: Mayor Pro Tem Branch

For: All I Favor

Approved: Mayor Branch Motion Carried

Alderwoman Neuedorf – discussion and possible action regarding complete invoice packets for all Council Meetings

Second: Mayor Pro Tem Branch

For: All in Favor

Approved: Mayor Branch Motion Carried

Alderman Hill – discussion of possible action going out for bids for a new accounting firm.

Second: Mayor Pro Tem Branch

For: All in Favor

Approved: Mayor Branch Motion Carried

Alderman Hill – discussion and possible action removing and replacing the sign at Brookshire Gardens.

Second: Mayor Pro Tem Branch

For: All in Favor

Approved: Mayor Branch Motion Carried

Alderman Hill – discussion and possible bids approval of a bid for City Hall roof maintenance and repair.

Second: Mayor Pro Tem Branch

For: All in Favor

Approved: Mayor Branch Motion Carried

Mayor Pro Tem Branch – discussion of placing traffic signs that says deaf person in the area along with speed bump on East End of 4th Street closer to stalling the speed bump

Second: Alderman Hill

For: All in Favor

Approved: Mayor Branch Motion Carried

(23) Council Reports and Community Announcements.

Mayor Pro Tem Branch- None

Alderwoman Neuendorf - None

Alderman Hill – Public Works (Mr. Kelley, Margie, and the group) has been doing a great job with tree trimming around City Hall, and removing debris off the roof. So we can finally get the roof repaired the way. The lights change in the courtroom, all in City Hall. Public Works has been busy and is appreciated. The Lowenball Park restroom slab has been removed. Chief Miller had a back-to-school backpack Drive, zoom meeting this week to discuss a National Night Out for community and business owners for October 4th or 6th. Thanks, Chief Miller for his leadership.

Alderwoman Neuendorf – upcoming Waller County Fair and running for county fair queen. You can purchase a season pass, and the open act for Waller County Fair is Scotty McCreery (formal winner of American Idol)

(24) 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 real property (Section 551.072) to deliberate the purchase, exchange, lease, or value of real property, and;
- c. Deliberations on personnel (Section 551.074) regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the **Brookshire Police Chief, the City Secretary, the Public Works Director, and the Municipal Court Director.**

Start Time: 7:13 pm.

(25) Discussion and possible action regarding items discussed in Executive Session (if needed).

Motion: Mayor Pro Tem K Branch to direct the mayor to move Stephanie Green from the court's department to the administration department with probation period of 30 days

Second: Alderman Hill

For: All in favor

Approved: Mayor Branch Motion Carried

Motion: Mayor Pro Tem K Branch to direct the mayor to move Jennifer Lopez's performance probation for 14 days.

Second: Alderwoman Neuendorf

For: All in favor

Approved: Mayor Branch Motion Carried

Motion: Alderman Hill authorized for City Attorney to initiate a real estate purchase agreement with Waller County for 906 Cooper for \$90,000 further authorized the City Attorney to initiate a real estate block purchase agreement with Waller County Historical Society for the purchase of Kellner block 2929 Lots 14 – 20 for purchase amount \$125,001.00.

Second: Alderwoman Neuendorf

For: All in favor

Approved: Mayor Branch Motion Carried

(26) Adjournment.

Motion: Mayor Pro Tem Branch

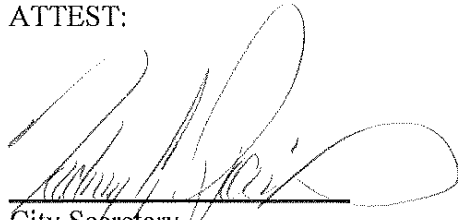
Second: Alderman Hill

For: All in Favor

Approved: Mayor Branch

Darrell Branch
Darrell Branch, Mayor

ATTEST:



City Secretary