

**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, September 1, 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: Claudia Harrison

Start time: 7:06 pm

Mayor Branch: here

Mayor Pro Tem K Branch: here

Alderwoman M Taylor: here

Alderman J Hill: present

Alderwoman A Neuendorf: present

Alderman L Stamps: absent

(2) Prayer & Pledge.

Prayer: Community member

Pledge: The Body

(3) Public comments.

1. Alyson Davis wants to build fundamentally condominiums on their property. This building will be on the same property as their other business. They wanted to get this project approved before starting.

TABLED ITEMS

- (4) Discussion and possible action regarding use of positive pay on City payroll checks. (Alderman Hill)
Motion: Alderman Hill to tabled to next meeting with presents of the city secretary and a representative from Wells Fargo.
Second: Alderwoman Neuendorf
For: Alderwoman Taylor, Mayor Pro Tem Branch
Approved: Mayor D Branch Motion Carried
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) Take the highest bid or what every council
Motion: Alderman Hill
Second: Alderwoman Neuendorf
For: Alderwoman Taylor, Mayor Pro Tem Branch
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: Mayor Pro Tem Branch to have information in writing in the packet at the next council meeting
Second: Alderwoman Neuendorf
For: Alderman Hill, Alderwoman Taylor, Mayor Pro Tem Branch
Approved: Mayor D Branch Motion Carried
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) 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.

Justin: Your max post-tax rate of 0.6583

Motion: Mayor Pro Tem Branch

Second: Alderman Hill

For: Alderwoman Neuedorf, Alderwoman Taylor, Mayor Pro Tem Branch, Alderman Hill

Approved: Mayor Branch Motion Carried

Tabled:

- (9) Discussion and possible action regarding cash acceptance policy for property tax payments. (Alderman Hill)

Motion: Alderman Hill to table items 9, 10, 11

Second: Alderwoman Taylor

For: Alderwoman Neuendorf, Mayor Pro Tem Branch

Approved: Mayor D Branch Motion Carried

Tabled: next meeting

- (10) 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

- (11) 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

- (12) Update on emergency management plan workshop. (Alderman Hill)
Council requesting schedule
Motion:
Second:
For:
Approved: Mayor D Branch Motion Carried
Tabled:
- (13) Update from Mrs. Stephanie Green on Municipal Court's online payments. (Alderman Branch)
Update regarding online payments for court citations. The ticket books will have a new website: www.brookshiretexas.org/citation for our citizen and police offices
Motion:
Second:
For:
Approved:
Tabled

NEW ITEMS

- (14) Discussion and possible action regarding **Resolution 1393**: A Resolution making appointments to the following Committees: the Hotel Motel Grant Advisory Committee; the Parks & Recreation Advisory Committee; and, the City Event Planning Advisory Committee.
Motion: Alderman Neuendorf to tabled
Second: Mayor Pro Tem Branch
For: Alderman Taylor, Alderman Hill
Approved: Mayor D Branch Motion Carried
Tabled: next meeting
- (15) Discussion and possible action regarding **Ordinance 22-698-15**: An Ordinance amending the City's Code of Ordinances to create the position of City Administrator.
Motion: Alderman Hill
Second: Alderman Neuendorf
For: Alderman Taylor, Mayor Pro Tem Branch
Approved: Mayor D Branch Motion Carried
Tabled:

- (16) Discussion and possible action regarding **Resolution 1385**: A Resolution accepting the Brookshire Economic Development Corporation Budget for FY 2022-2023.

Motion: Mayor Pro Tem Branch

Second: Alderwoman Neuendorf

For: Alderman Hill, Alderwoman Taylor

Approved: Mayor D Branch Motion Carried

Tabled:

- (17) Conduct a public hearing, followed by discussion and possible action regarding **Ordinance 22-699-15**: An Ordinance creating Reinvestment Zone 22.01 over a 6,893-acre portion of undeveloped property generally located at 3560 4th Street and making findings related to the creation of the Zone.

Public Hearing Open: 9:17 pm Closing Public Hearing: 9:19 pm

Mike Barnes spoke on behalf of this Ordinance 22-699-15. This help grows the economy which helps us increase our tax revenue. This will also increase employment. Benito Aguilar CEO of Absolar Pharma Corporation to present to council members to build pharmaceutical manufacturing.

Motion: Mayor Pro Tem Branch

Second: Alderwoman Taylor

For: Alderwoman Neuendorf

Abstain: Alderman Hill

Approved: Mayor D Branch Motion Carried

Tabled:

- (18) Discussion and possible action regarding pending development code updates and additional recommendations from Development Services regarding platting and other development issues. (Alderwomen Branch and Neuendorf)

Motion: No Action

Second:

For:

Approved:

Tabled:

- (19) Discussion and possible action regarding updates to the City's Personnel Policy. (Alderwoman Neuendorf)

Council requesting Mike Barnes to review and update the Personnel Policy

No Action

Motion:

Second:

For:

Approved:

Tabled

- (20) Discussion and possible action regarding **Resolution 1386**: A Resolution implementing an Invoice Reporting Policy for the City. (Alderwoman Neuendorf)

Motion: Mayor Pro Tem Branch

Second: Alderwoman Taylor

For: Alderwoman Neuendorf, Alderman Hill

Approved: Mayor D Branch Motion Carried

Tabled

- (21) Discussion and possible action regarding **Resolution 1387**: A Resolution authorizing and directing the Mayor to solicit qualifications for an accounting firm. (Alderman Hill)

Motion: Alderman Hill with directing City Administrator to begin the procurement process

Second: Mayor Pro Tem Branch

For: Alderwoman Neuendorf, Alderwoman Taylor

Approved: Mayor D Branch Motion Carried

Tabled

- (22) Discussion and possible action regarding **Resolution 1388**: A Resolution authorizing the removal and replacement of the sign at Brookshire Gardens. (Alderman Hill)

To bring two renderings to the next meeting with the cost of removing and replacing of Brookshire Garden sign

Motion:

Second

For:

Approved:

Tabled: next meeting

- (23) Discussion and possible action regarding **Resolution 1389**: A Resolution accepting a bid for City Hall roof repair and related work. (Alderman Hill)
Motion: Mayor Pro Tem Branch
Second: Alderwoman Neuendorf
For: Alderwoman Taylor
Abstain: Alderman Hill
Approved: Mayor D Branch Motion Carried
Tabled
- (24) Discussion and possible action regarding **Resolution 1390**: A Resolution directing Public Works to place a deaf person indication sign and a speed bump at a certain location in the City.
Motion: Mayor Pro Tem Branch that we approved with amending of two-speed bumps
Second: Alderman Hill
For: Alderwoman Neuendorf, Alderwoman Taylor
Approved: Mayor D Branch Motion Carried
Tabled
- (25) Discussion and possible action regarding **Resolution 1391**: A Resolution regarding the purchase of real property and improvements generally located at northeast corner of Cooper Street and 5th Street, Brookshire, Texas.
Motion: Alderman Hill approves with a provision of 30 days and not 60 days
Second: Mayor Pro Tem Branch
For: Alderwoman Neuendorf, Alderwoman Taylor
Approved: Mayor D Branch Motion Carried
Tabled
- (26) Discussion and possible action regarding **Resolution 1392**: A Resolution regarding the purchase of real property and improvements generally located at northwest corner of Velasco Street and 5th Street, Brookshire, Texas.
Motion: Alderman Hill approves with a provision of 30 days and not 60 days
Second: Alderwoman Neuendorf
For: Alderwoman Taylor, Mayor Pro Tem Branch
Approved: Mayor D Branch Motion Carried
Tabled

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

Motion: Alderwoman Taylor

Second: Died for lack of second

For:

Approved: Mayor D Branch Motion Carried

Tabled

(28) Request for Future Agenda Items.

Mayor Pro Tem Branch – None

Alderwoman Taylor – None

Aldewoman Neuendorf – Discussion and possible action regarding restriping of all city public parking spaces.

Second: Alderwoman Taylor

For: All in favor

Alderman Hill – discussion of possible action tree trimming quote on city properties.

Second: Alderwoman Neuendorf

For: All in Favor

Approved: Mayor Branch

Alderman Hill – Discussion of possible action regarding adding Mayor Branch to the Wells Fargo portal.

Second: Mayor Pro Tem Branch

For: All in Favor

Approved: Mayor Branch

(29) Council Reports and Community Announcements.

Alderwoman Neuendorf – Waller County Fair is coming soon. Start buying season passes from Fair Queen Candidate

Alderwoman Taylor – Falcons have a good football team this year, so let's support our team.

Mayor Pro Tem Branch – Thank Alderman Hill for taking his free time to work to get the website update

(30) **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: 7:14 pm

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

Motion: Mayor Pro Tem Branch we direct the mayor to terminate Jennifer Lopez immediately and she is not let on city property without the police escort.

Second: Alderwoman Neuedorf

For: Alderman Hill, Alderwoman Taylor

Approved: Major Branch Motion Carried

Motion: Mayor Pro Tem Branch to set up a meeting with Mayor Pro Tem Branch, Alderman Hill, Court Administrator Stephanie Green, 3 representatives from Lineberger (Mr. Richard Hill, Camila Battle, Karen Van Henderson), and Judge Krenek.

Second: Alderman Hill

For: Alderwoman Neuedorf, Alderwoman Taylor

Approved: Mayor Branch Motion Carried

Motion: Alderman Hill we hired the Mike Barnes group as interim City Administrator and Lead Search Group for performing the search for our permanent City Administrator.

Second: Alderwoman Neuedorf

For: Alderwoman Taylor, Mayor Pro Tem Branch

Approved: Mayor Branch Motion Carried

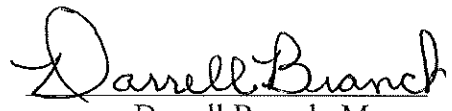
(32) Adjournment.

Motion: Mayor Pro Tem Branch

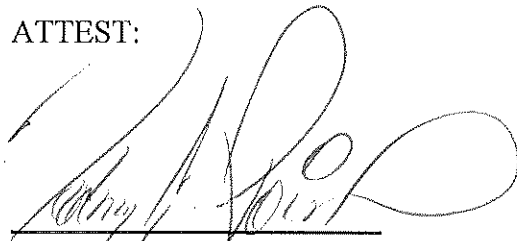
Second: Alderwoman Neuendorf

For: Alderman Hill, Alderwoman Taylor

Approved: Mayor D Branch Motion Carried


Darrell Branch, Mayor

ATTEST:


City Secretary