

NOTICE OF SPECIAL MEETING
CITY OF BROOKSHIRE – CITY COUNCIL

The Board of Aldermen of the City of Brookshire will conduct a Special Meeting on **Monday, October 3, 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.
- (2) Prayer & Pledge.
- (3) Public comments.
- (4) Discussion and possible action regarding **Resolution 1394**: A Resolution accepting the bid for tree trimming services for city-owned property submitted by Greenleaf Arbor Services.
- (5) Discussion and possible action regarding **Resolution 1398**: A Resolution authorizing the City Administrator to initiate the RFP and RFQ process for engineering and administration services related to the Community Development Block Grant.
- (6) Adjournment.

APPROVED FOR POSTING BY THE MAYOR ON 09/29/2022 by phone

I, Claudia J. Harrison, DO HEREBY CERTIFY THAT THE ABOVE NOTICE OF MEETING AND AGENDA OF THE BOARD OF ALDERMEN OF THE CITY OF BROOKSHIRE WAS POSTED IN A PLACE CONVENIENT AND READILY ACCESSIBLE AT ALL TIMES TO THE GENERAL PUBLIC, IN COMPLIANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE, ON September 29, 2022 AT 4:25 PM.

Claudia J. Harrison
[NAME - PRINTED]

[Signature]
[NAME - SIGNATURE]

City Secretary
[TITLE]

RESOLUTION NO. 1394

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROOKSHIRE, TEXAS, ACCEPTING AND APPROVING THE BID FROM A BID FROM GREENLEAF ARBOR SERVICES FOR TREE TRIMMING SERVICES ON CITY PROPERTY.

* * * * *

WHEREAS, the City Council (the “Council”) of the City of Brookshire, Texas (the “City”) finds that public areas in the City must be properly maintained in order to provide an environment that promotes the health, safety, and welfare of the residents and visitors of the City; and

WHEREAS, the Council desires that the bid for tree trimming services for city-owned property submitted by Greenleaf Arbor Services be accepted, with such bid being attached to this Resolution as “Exhibit A”; and, **NOW THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSHIRE:

THAT the City Council of the City of Brookshire hereby accepts the bid for tree trimming services for city-owned property submitted by Greenleaf Arbor Services, with such bid being attached to this Resolution as “Exhibit A”.

PASSED, APPROVED, and RESOLVED on _____.

FOR THE CITY:

DARRELL BRANCH, MAYOR

ATTEST:

Claudia Harrison, City Secretary

EXHIBIT A – BID FOR TREE TRIMMING AND RELATED SERVICES

Date Ordered

Greenleaf Arbor Services LLC



12511 Tall Forest Dr.
Cypress, Texas, 77429
281-642-7824

SERVICE ESTIMATE

att: Jeremiah Hill
281-836-0008

Customer Name: City of Brookshire

Address: 4029 5th street

City/State/Zip: Brookshire Tx 77423

Subdivision: _____

Home Phone: _____ Work Phone: _____

Email: _____

Signature: _____

Estimate Total: \$ _____

Work Date: _____

Forman: _____

Date Approved: _____

PAYMENT DUE UPON COMPLETION

QTY	DESCRIPTION	COST
1	<u>City Hall - 4029 5th street</u> 1) Remove trees discussed and grade stumps 2) Trim all oaks and other trees (raising canopies, remove dead wood and thinning interior growth.) 3) Trim up canopies on all crape Myrtles 4) Haul away all debris	
2	<u>Bastich Park - 4123 1st St.</u> 1) remove tree in park as discussed and grade stump. 2) Trim 2 oaks (raising canopies, removing dead wood and thinning interior growth) 3) Haul away all debris	
3	<u>Logenbaugh Park - 706 Fratt Rd</u> 1) Trim all oak trees in park (raising canopies, removing deadwood and thinning interior growth. 2) Grade stumps discussed (2) 3) Haul away debris	
4	<u>Heras Park - Heras lane</u> 1) Trim all oaks at entrance of driveway and around clubhouse. 2) raise canopies remove deadwood and thin interior growth. 3) Haul away all debris	

The Spirit of service
The continual quest for excellence.
And the challenge to be the very best,
for what allows an individual to stand
From all the rest.

SUBTOTAL: _____

SALES TAX: _____

TOTAL DUE: 40,300

Email: glts1971@yahoo.com

RESOLUTION NO. 1398

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROOKSHIRE, TEXAS, AUTHORIZING THE PUBLICATION AND ISSUANCE OF REQUESTS FOR PROPOSALS FOR ADMINISTRATIVE SERVICES AND REQUESTS FOR QUALIFICATIONS FOR ENGINEERING SERVICES FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT REGIONAL COG METHOD OF DISTRIBUTION ADMINISTERED THROUGH THE TEXAS GENERAL LAND OFFICE FOR THE CITY OF BROOKSHIRE.

WHEREAS, the Community Development Block Grant Regional COG Method of Distribution (the “CDBG COG MOD”) requires the issuance of Requests for Proposals (the “RFP”) and Requests for Qualifications (the “RFQ”) in order for the Texas General Land Office (the “GLO”) to award funds through the CDBG COG MOD;

WHEREAS, the CDBG COG MOD requires certain engineering and administrative services (the “Services”) to be obtained by the City of Brookshire (the “City”) through an applicable RFP and/or RFQ process in order to identify qualified and responsive providers the Services;

WHEREAS, the City Council (the “Council”) directs the City Administrator or his designee to perform all actions necessary to initiate and complete the RFP and/or RFQ process; and **NOW THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSHIRE:

SECTION 1. THAT the recitals to this Resolution are hereby adopted and incorporated in full for all intents and purposes.

SECTION 2. THAT the City Administrator take all necessary actions to initiate and complete the RFP and/or RFQ process in order that the City receive qualified responses from persons or entities that can provide the Services for the City related to the CDBG COG MOD.

PASSED AND APPROVED ON OCTOBER 3, 2022.

APPROVED:

DARRELL BRANCH, MAYOR

ATTEST:

Claudia J. Harrison, City Secretary