

**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, November 3, 2022, at 7:00 pm in the Council Chambers of the Brookshire Municipal Building, 4029 5<sup>th</sup> Street.** This Notice and the Agenda are posted online at:

**[www.brookshiretexas.org](http://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.**

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**AGENDA**

- (1) Call to order.** By: Rodney Gorins                      Start time: 7:01 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: Tony McAnelly  
Pledge: The Body

- (3) Public comments.**

1. Jackie Craver -Updates regarding celebrating the 150<sup>th</sup> Waller County Event starting May 5, 2023. The next meeting is at 1 pm, Thursday, November 17 in The Waller County Court Room. The kick-off will begin in Brookshire on April 22, a scholarship pageant on Friday, April 28, Parade on Saturday, April 29 at 10 am in Hempstead, followed by an official Waller County 4-H BBQ. There will also be a new vault buried, inviting cities and citizens in Waller County to put new items into the new vault.

2. Tony McAnelly – Plan to have a group meeting for the City of Brookshire to celebrate.

## TABLED ITEMS

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

Motion:

Second:

For:

Approved: Mayor D Branch Motion Carried

Tabled: next meeting

- (5) Discussion and possible action regarding a request by Black Panther Transportation, Inc. to amend Section 40-172(a) of the City's Code of Ordinances to allow through commercial vehicles on South Street between Waller Avenue and Otto Street.

Motion: Alderman Hill to table for more information

Second: Mayor Pro Tem Branch

For: Alderwoman Neuendorf, Alderwoman Taylor

Approved: Mayor D Branch Motion Carried

Tabled: next meeting

- (6) Discussion and possible action regarding **Resolution 1403**: A Resolution regarding the approval of the Stella Estates Preliminary Plat.

Motion: Mayor Pro Tem Branch make a motion to accept Resolution 1403

Second: Alderwoman Neuendorf

For: Alderman Hill, Alderwoman Taylor

Approved: Mayor D Branch Motion Carried

Tabled:

- (7) Discussion regarding floodplain development requirements in the City of Brookshire. (Brookshire Katy Drainage District & Gunda / Ardurra)

Motion: No Action

Second:

For:

Approved:

Tabled:

## NEW ITEMS

- (8) Discussion and possible action regarding **Resolution 1416: A Resolution accepting a proposal and entering into a contract for permitting and code enforcement software. (Alderman Hill)**

Motion: Alderman Hill approved GoGov contract for \$13,200 for a year, additionally an allowance of \$1300 for materials used by code enforcement

Second: Mayor Pro Tem Branch

For: Alderwoman Taylor, Alderwoman Neuendorf

Approved: Mayor D Branch Motion Carried

Tabled:

- (9) Discussion and possible action regarding a request for Hotel Occupancy Tax funding by Stephen's Flowers, Funerals, and Cremations for advertising for the Veterans Day Out event to be held on November 11, 2022.

Motion: Mayor Pro Tem Branch motion to sponsor up to \$2,500.00 to Stephen's Flowers for Veterans Day.

Second: Alderwoman Neuendorf

For: Alderman Hill, Alderwoman Taylor

Approved: Mayor D Branch Motion Carried

Tabled:

- (10) Discussion and possible action regarding the fence and setbacks of the property located at 4720 South Street. (Tonya Gage Woods)

Motion: Alderman Hill motion to put daily citations on property

Second: Alderwoman Taylor

For: Mayor Pro Tem Branch, Alderwoman Neuendorf

Approved: Mayor D Branch Motion Carried

Tabled:

- (11) Discussion and possible action regarding the Planning Services Contract with the Gunda Corporation.

Motion:

Second:

For:

Approved:

Tabled: next meeting

- (12) Discussion and possible action regarding the ongoing lease with Brookshire Youth Sports League, with the submission of a financial report to the Council on or before October 31. (Aldерwoman Neuendorf)

Motion: No action

Second:

For:

Approved:

Tabled:

- (13) Update on legal negotiation regarding the Brookshire and Pattison ETJ. (Aldерwoman Neuendorf)

Justin Pruitt gave us an update on the map. Brookshire and Pattison's boundaries are not touching, and Gunda is doing proper research and mapping, almost 90 to 95 %.

Motion:

Second:

For:

Approved:

Tabled:

- (14) Update on setting a date for a meeting between the Brookshire City Council and Brookshire Municipal Water District. (Aldерwoman Neuendorf)

Motion:

Second:

For:

Approved:

Tabled: next meeting

Council members request that Ms. Green contact BMWD regarding a meeting date.

- (15) Discussion and possible action regarding **Resolution 1410**: A Resolution supporting Waller County's 150<sup>th</sup> Anniversary and declaring the City of Brookshire's desire to host a celebration on April 22, 2023. (Alderman Hill)

Motion: Aldерwoman Taylor

Second: Mayor Pro Tem Branch

For: Alderman Hill, Aldерwoman Neuendorf

Approved: Mayor D Branch Motion Carried

Tabled:

- (16) Discussion and possible action setting a date for a workshop to review the 2022 Comprehensive Plan and set strategies for implementation of the Plan. (Alderman Hill)

Suggested that council members address this in January to set a date.

Motion: No action

Second:

For:

Approved:

Tabled:

- (17) Discussion and possible action to appoint Judge Krennek, the head of the City's Municipal Court Department. (Mayor Pro Tem Branch)

Executive Session

Motion: Mayor Pro Tem Branch

Second: Alderman Hill

For: Alderwoman Taylor, Alderwoman Neuendorf

Approved: Mayor D Branch Motion Carried

Tabled:

- (18) Discussion and possible action regarding the carport structure located at 3719 US 90.

Justin Pruitt asked Daddy Duncan to get a permit for a carport structure. You'll probably have some issues, and the city staff cannot grant you the permit unless you get city council approval.

Motion: No Action

Second:

For:

Approved:

Tabled:

- (19) Discussion and possible action regarding **Resolution 1411: A Resolution adopting the City of Brookshire 2022-2023 Holiday Schedule.**

Motion: Alderwoman Neuendorf to remove May 5 from the Holiday Schedule

Second: Alderwoman Taylor

For: Mayor Pro Tem Branch, Alderman Hill

Approved: Mayor D Branch Motion Carried

Tabled:

- (20) Discussion and possible action regarding **Resolution 1412**: A Resolution approving, subject to conditions, the Final Plat of the "DMX Restoration" subdivision of approximately 0.3623 acres, generally located southeast of the intersection of Interstate 10 and Solomon Lane, in Brookshire, Texas.

Motion: Alderman Hill move to approve with conditions as outline

Second: Alderwoman Neuendorf

For: Alderwoman Taylor, Alderman Hill

Approved: Mayor D Branch Motion Carried

Tabled:

- (21) Discussion and possible action regarding **Resolution 1413**: A Resolution approving, subject to conditions, the Preliminary Plat for the "Brookshire Katy Drainage District Offices" subdivision of approximately 4.07 acres, generally located northwest of the intersection of Kenney Avenue and 4<sup>th</sup> Street in Brookshire, Texas.

Motion: Alderman Hill approved with conditions as outline

Second: Alderwoman Neuendorf

For: Alderwoman Taylor, Mayor Pro Tem Branch

Approved: Mayor D Branch Motion Carried

Tabled:

- (22) Discussion and possible action regarding Solid Waste Collection services.

Justin: Contract with Republic end September 30, 2023. It will automatic 1 year renew unless given them a 90 day notice.

Need to get bids for services

Motion: No Action

Second:

For:

Approved:

Tabled:

- (23) Discussion and possible action regarding **Resolution 1414**: A Resolution approving a professional service provider related to the CDBG MIT-MOD Program.

Motion: Alderman Hill adopted resolution 1414, awarding the professional service provider to Byely Engineering.

Second: Mayor Pro Tem Branch

For: Alderwoman Taylor

Abstain: Alderwoman Neuendorf

Approved: Mayor D Branch Motion Carried

Tabled:

- (24) Discussion and possible action regarding **Resolution 1415**: A Resolution approving an administrative service provider related to the CDBG MIT-MOD Program.

Motion: Alderman Hill approving resolution 1415 awarding the administrative service provider to Grantworks

Second: Alderwoman Neuendorf

For: Alderwoman Taylor, Mayor Pro Tem Branch

Approved: Mayor D Branch Motion Carried

Tabled:

- (25) Discussion and possible action regarding the approval of Council Meeting Minutes from **September 15; September 20; September 29; October 3; October 13; and, October 20.**

Motion: Alderman Hill motion, we approved council meeting minutes from September 15, September 28, September 29, October 3, October 13, and October 20.

Second: Alderwoman Neuendorf

For: Alderwoman Taylor, Mayor Pro Tem Branch

Approved: Mayor D Branch Motion Carried

Tabled:

- (26) Discussion and possible action regarding invoice payments and reports.

Motion: Alderman Hill approved invoices

Second: Alderwoman Taylor

For: Alderwoman Neuendorf

Abstain: Mayor Pro Tem Branch

Approved: Mayor D Branch Motion Carried

Tabled:

**(27) Request for Future Agenda Items.**

Alderwoman- Discussion and possible action regarding ordinance change suggestion from Gunda Corporation, with the red line recommendations being supplied to the Council at least one week before our next meeting.

Alderwoman – Discussion and possible action to direct Brookshire attorney to create a floorplan administrative interlocal agreement between BKDD and the City of Brookshire.

Alderman Hill – None

Alderwoman Taylor – Discussion and possible action regarding the changing setbacks for Commerical property adjacent to residential lots from 25' to 30'.

Mayor Pro Tem Branch – Discussion and possible action regarding the review of the city's take-home vehicle policy and enforcement of the policy

**(28) Council Reports and Community Announcements.**

Alderwoman Neuendorf – None

Alderman Hill – Donigan House (Museum) is finished with primer and should end sometime next week.

Alderwoman Taylor – Royal Falcons football is in the playoffs- Playing West Columbus there.

Mayor Pro Tem Branch - None



(29) **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, the Municipal Court Director, and the City Administrator.**

Start Time: 10:20 pm

End Time: 11:01 pm

(30) Discussion and possible action regarding items discussed in Executive Session (if needed). None needed

(31) Adjournment.

Motion: Mayor Pro Tem Branch

Second: Alderwoman Taylor

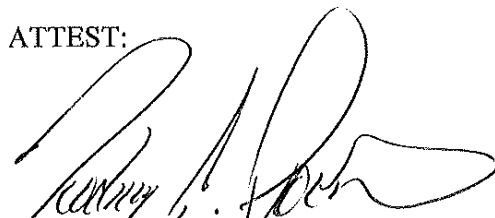
For: Alderwoman Neuendorf, Alderman Hill

Approved: Mayor D Branch Motion Carried

Meeting Adjourned Time: 11:05 pm

  
Darrell Branch, Mayor

ATTEST:

  
City Secretary