

**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, April 6, 2023, 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.**

---

**AGENDA**

**(1) Call to order.**

By: Laketra Glover

Start: 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: present

**(2) Prayer & Pledge.**

Prayer: Tony McNelly

Pledge: The Body

**(3) Public comments.**

1. None

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

**(4) Department Head Reports.** The following persons may provide an update to the Council regarding monthly activity in the respective department, but the Council may not discuss the report unless it relates to an item on the Agenda:

- a. Police Chief (Chief Miller)-** About a month ago, the Police department hired two new officers, and today they are off the program and riding independently.

**b. City Secretary** N/A

**c. Public Works-** Mr. Kelley- Not present.

**d. Municipal Court Director-** Sherri Brandi and Ms. Gonzalez will attend class in June to keep updated with hours, and Ms. Gozalez will receive juvenile and court training.

**e. Mayor/City Administrator-** Public Works has been working on cleaning ditches and, picking up trash, replacing signs and lights.

**(5) Council Meeting Minutes from March 27, 2023.**

Motion: Alderman Hill motion to approve council minutes from March 27, 2023

Second: Alderwoman Neuendorf

For: Alderman Stamps, Alderwoman Taylor

Abstain: Mayor Pro Tem Branch

Approve: Mayor D Branch Motion Carried

**(6) Invoice payments and reports.**

Alderman Hill questions several invoices:

Consolidate has several scratched amounts.

Microsoft 360 license at city hall.

AIG still has marked off certain employees.

Tx TAG Toll invoice.

TML training for Mr. Kelley, he said he didn't attend.

Wells Fargo credit card has charged that are questionable.

Motion: Alderman Stamps motion to approve all invoice payments and reports

Second: Alderwoman Taylor

For:

Against: Alderwoman Neuendorf, Alderman Hill

Abstain: Mayor Pro Tem Branch

No Motion

**(7) Approving Resolution 1438: A Resolution with Linebarger, Goggan, Blair, & Sampson, LLP for a general municipal fee and fine collection services.**

Motion:

Second:

For:

Approve:

**Tabled: next agenda**

(8) Presentation by TML Health for Next Level benefits.

Derrick Been and Donald Coronado, representatives from TML, presented the option of a \$0 copay, Next Level Urgent Care. The Next Level Prime offers a free way to cover spouses and dependents. TML will schedule a workshop with city staff to review the benefits available to them.

(9) Spraying for mosquitos and related services within the City of Brookshire.

Motion:

Second:

For:

Approve: Mayor D Branch Motion Carried

**Tabled: next agenda Council Members requested quotes from two different vendors.**

(10) Approving a contract for lawn maintenance of city parks and the field across from City Hall on Hwy 90. (Alderman Hill)

Motion: Alderman Hill motion to table

Second: Alderwoman Neuendorf

For: Alderman Stamps, Alderwoman Taylor, Mayor Pro Tem Branch

Approve: Mayor D Branch Motion Carried

**Tabled: next agenda**

(11) Authorizing an amendment to the Code of Ordinances requiring permitting for excavation and modifications to rights-of-way, easements, and streets with allowance for permitting fees. (Alderman Hill)

Mr. Pruitt (City Attorney) states that Consolidated is allowed under state law much freedom to access straight rights-of-ways an easement unless franchise agreements exist. The Council should look at jurisdiction and what agreements may be in place to determine what regulations apply.

Motion: Mayor Pro Tem Branch motion to direct Mr. Pruitt to draw up a resolution and look into enforcement possibilities for the water district for the damage they incur when fixing water district problems.

Second: Alderman Hill

For: Alderman Stamps, Alderwoman Neuendorf, Alderwoman Taylor

Approve: Mayor D Branch Motion Carried

- (12) Public Hearing and authorization of **Ordinance 23-710-15** to adopt the City's Comprehensive Plan.

Public Hearing starts at 7:43 pm

Closed at 7:48 pm

Mr. Pruitt (City Attorney's) state council reviewed this a couple of years ago. The Council approved this through a Resolution, but state law requires that this be adopted through an Ordinance. Mr. McNelly asked if a copy of the Plan was available to the public, and he asked the city staff, who could not provide a copy. We keep having public hearings without having the discussed information open to the public to provide feedback.

Motion: Alderman Hill motion to adopt Ordinance 23-710-15

Second: Alderman Stamps

For: Alderwoman Neuendorf, Alderwoman Taylor, Mayor Pro Tem Branch

Approve: Mayor D Branch Motion Carried

- (13) Approving **Resolution 1437**: A Resolution authorizing the mayor to execute forms regarding the acceptance of the National Opioid Lawsuit Settlement Funds. Mr. Pruitt (City Attorney) stated this is a formality, but the AG is on record stating there is not an audit of how the grant funds are used, but when the funds are released, entities are to use it to combat the opioid crisis.

Motion: Alderman Stamps motion to approve Resolution 1437

Second: Alderwoman Neuendorf

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

Approve: Mayor D Branch Motion Carried

- (14) Approving a proposed amendment to the Code of Ordinances related to Short Term Rentals.

Alderman Hill asked to wait until Executive Session

- (15) Setting a date in April for a Spring Clean Up. (Mayor Pro Tem Branch)

Motion: Mayor Pro Tem Branch approved May 20 for Spring Clean Up

Second: Alderman Stamps

For: Alderwoman Neuendorf, Alderman Hill, Alderwoman Taylor

Approve: Mayor D Branch Motion Carried

- (16) Substandard structures in the City, including structures that may need demolition due to fire or structure damage. (Mayor Pro Tem Branch)

Motion: Mayor Pro Tem Branch motion to table

Second: Alderman Stamps

For: Alderwoman Neuendorf, Alderman Hill, Alderwoman Taylor

Approve: Mayor D Branch Motion Carried

**Tabled: next agenda**

- (17) Request for Future Agenda Items.

Alderman Stamps – None

Alderwoman Neuendorf - None

(Alderman Hill) Discussion and possible action request that a culvert be placed between the general vicinity of Depot Street and 90 with pedestrian access.

Second: Alderwoman Neuendorf

For: Alderman Stamps, Alderwoman Taylor, Mayor Pro Tem Branch

Approve: Mayor D Branch Motion Carried

(Alderman Hill) Discussion and possible action regarding Presentation with HDL companies regarding sales tax administration, economic development market analytics reports, and hotel occupancy tax administration.

Second: Mayor Pro Tem Branch

For: Alderman Stamps, Alderwoman Neuendorf, Alderwoman Taylor

Approve: Mayor D Branch Motion Carried

Alderwoman Taylor- None

(Mayor Pro Tem Branch) Discussion and possible action placing no parking and no through trucks on Baines from South St. to I-10.

Second: Alderman Hill

For: Alderwoman Neuendorf, Alderwoman Taylor

Approve: Mayor D Branch Motion Carried

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

Alderman Stamps – None

Alderwoman Neuendorf - None

Alderman Hill – April 22 is the local Brookshire celebration of Waller County's 150<sup>th</sup> celebration. Also, recognizing Public Works and Police Department for getting the downtown area well-lit. EDC in the efforts to improve our building downtown.

Alderwoman Taylor- The event planning committee will be meeting Thursday, April 13 at 5 pm at the Brookshire Library. We will finalize the details of the Cinco de Mayo festival and seek volunteers for the event.

Mayor Pro Tem Branch - None

**(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, including consultation regarding contemplated or pending litigation (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, appeal, employment, evaluation, reassignment, duties, discipline, or dismissal of: **Police Department Officer Eaglin, the Police Chief, the City Secretary, the Public Works Director, the Municipal Court Director, and the City Administrator.**

Closed: 8:09 pm Open 9:34 pm

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

Motion: Alderwoman Neuendorf motioned to move to authorize Mr. Pruitt to finalize the settlement agreement terms with Rothfelder LLP.

Second: Alderman Hill

For: Alderman Stamps, Alderwoman Taylor, Mayor Pro Tem Branch

Approved: Mayor D Branch Motion Carried

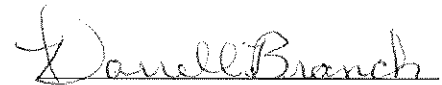
**(21) Adjournment.**

Motion: Mayor Pro Tem Branch motion adjourn

Second: Alderman Stamps

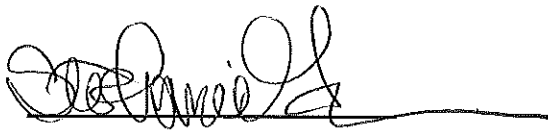
For: Alderwoman Neuendorf, Alderman Hill, Alderwoman Taylor

Approve: Mayor D Branch Motion Carried

A handwritten signature in cursive script, reading "Darrell Branch", written over a horizontal line.

Darrell Branch, Mayor

ATTEST:

A handwritten signature in cursive script, appearing to read "D. Stamps", written over a horizontal line.

City Secretary