

**STATE OF TEXAS**

**COUNTY OF BRAZORIA**

**CITY OF BRAZORIA**

**The City of Brazoria convened in a Workshop on May 8, 2018 at 5:30 p.m. & a Regular Meeting on May 8, 2018 at 6:00 p.m. with the following to-witt:**

Gary Kersh	Mayor Pro-Tem
Gail Logsdon	Council Position #2
Roger Shugart	Council Position #4
Susan Swanner Parker	Council Position #5

City Personnel:	
Sheila Williams	City Secretary
Neal Longbotham	Police Chief
David Jordan	Public Works Director
Bill James	City Judge
Dawnn Moore	Lieutenant Detective
Tracy Kennedy	Deputy Court Clerk

**A. CALL TO ORDER WORKSHOP.**

Mayor Pro-Tem Kersh called the Workshop to order at 5:30 p.m.

**B. DISCUSSION ON ITEMS BELOW LISTED IN REGULAR COUNCIL MEETING AGENDA.**

Mayor Pro-Tem Kersh asked if anyone had any questions. They will have the chance to ask until 6:00 and he will cut it off. If they had questions after the workshop is over he would like them to address them to City Manager and she will get the answer for you. Councilman Shugart said the paper kicked us in the teeth pretty bad about the \$560,000 which is not the truth. He asked Curtis Craig to explain that to us. Mr. Craig said on page 26 the \$560,000 is the total operating revenue which is charges for services, tap fees and other miscellaneous revenues. You also have your total operating expenses which is all the expenses owed operating the utility fund. In addition to that is the depreciation expense of \$273,000. Depreciation is the using up of your capital assets. Councilwoman Parker said the city does not have an actual capital asset because we are using a faux number right now. Mr. Craig said it is not actual cash, it is just a part of your financial statement. When it says operating it can be misleading. There was also \$300,000 transferred in. City Manager explained the \$300,000 was paying off a loan payment and the \$100,000 was for a sewer cave in. Curtis Craig said by no means did he say that the city needed to raise rates. Councilwoman Parker said we need to be able to figure out why we have that loss. City Manager Borders explained when there is a loss the public works has to file reports. Councilman Shugart said at times you can't know how much you lost because lines break and

you may not find it right away. Curtis Craig said another thing to look at is the way the meters are reading and if they are right. Mayor Pro-Tem Kersh said he would like to see our meters checked and make sure they are reading right. Councilman Shugart knows Public Works Director will pull a meter and make sure they are calibrated. He also said there are re-reads every month for various reasons. Curtis Craig said once you see if meters are working you go through what we are paying for the water or gas and what we are billing the customer. If you are not covering your cost then what do you do. Mayor Pro-Tem Kersh said you cut your employees or cut services. Councilman Shugart said he wished the paper would dig in a little deeper before printing stuff. They are notorious for that.

Frank Quinty asked if there is a main meter and what goes out to the residences and if it is coming out right. City Manager Borders explained there are reports that have to be files each month. There are two big lines that broke after Hurricane Harvey and we lost thousands of gallons. Public Works Director Jordan explained we have a meter that shows what we are purchasing from BWA. You have to calculate losses in each month that are not metered like flushing fire hydrants or what the fire dept. uses and leaks in system. Marlin Jones asked how we know BWA is right with their meter. Public Works Director said they are calibrated annually. We have to pay for 325,000 gallons a month whether we sell it or not.

Danny Mikeska asked if the capital depreciation number a percentage of another number. Curtis Craig explained it is a percentage of the total capital assets. Danny Mikeska asked if we had more accurate count of capital assets would that go down or up. Mr. Craig explained it depends on the total amount of assets.

Roschelle Hicks asked where the # came from. City Manager Borders said the # came from the auditor years before she was here. How long does the depreciation go? Mr. Craig said the depreciation has gone since 1998. Ms. Hicks asked how do you know what rolls on or off of depreciation since that # is in the air. Mr. Craig said 2 1/2 % is estimated for all the capital assets. Danny Mikeska asked what the categories are of depreciation. Mr. Craig explained property, equipment, furniture & fixtures, vehicles, infrastructure, buildings are the different categories. City Manager Borders explained we have everything in a book we can pull out. The only thing we don't know is the infrastructure in the ground. David Jordan does an inventory of everything he has on the ground in Public Works. Danny Mikeska asked how much time you need for a city this size to do an inventory. Mr. Craig explained once you have it then it doesn't take long because you would just update your list.

Councilwoman Parker asked David Jordan if they want to know if you replace a line or pieces of a line when there is an audit on pipeline. He said no. Danny Mikeska asked when you replace a substantial pipeline do you have to restart your capitalization process over. Mr. Craig explained you typically do a betterment and is depreciated over 2 years.

Councilwoman Parker asked about the line for hotel/motel taxes. City Manager explained we have a bed & breakfast in town and the RV resort has trailers they rent out.

Councilwoman Parker asked how many people are eligible for retirement. City Manager Borders explained 5 employees.

Councilwoman Parker asked about the property taxes. She asked how far back does Perdue try to collect for us. Mayor Pro-Tem Kersh explained they never stop working on any of it. Some of it is tied up in legal issues. He comes once a year and gives a report.

Councilwoman Parker asked about the potential lawsuit and if it is costing the city anything and the status of it. City Manager Borders explained there is not a lawsuit filed and it is not costing the city. Liability insurance will cover if filed and it is \$1,000 deductible.

Councilwoman Parker asked when we start into budget workshops is when we will dig into the line items. Mayor Pro-Tem Kersh explained that is where we will find out where we need to budget. He explained the salaries and insurance takes a lot of the budget.

Councilwoman Parker asked about the Municipal Court expense and what it is for. City Manager Borders explained it is for the Deputy Court Clerk, Judge, Bailiff, computers and anything the court uses.

John Corder asked about the lawsuit and what it was about. City Manager explained there is not a lawsuit. Mayor Pro-Tem Kersh said if no more questions he will adjourn.

**C. ADJOURN WORKSHOP AND CALL TO ORDER REGULAR MEETING.**

Mayor Pro-Tem Kersh adjourned the workshop at 5:59 p.m. and called to order regular meeting at 6:00 p.m.

Gary Kersh	Mayor Pro-Tem
Gail Logsdon	Council Position #2
Roger Shugart	Council Position #4
Susan Swanner Parker	Council Position #5

City Personnel:	
Sheila Williams	City Secretary
Neal Longbotham	Police Chief
David Jordan	Public Works Director
R. C. Stevenson	City Attorney
Bill James	City Judge
Dawnn Moore	Detective Lieutenant
Tracy Kennedy	Deputy Court Clerk
Duane Stahl	Fire Chief

**D. INVOCATION TO BE GIVEN BY PASTOR LARRY GRIGGS SR. OF IN GOD'S CARE COMMUNITY CHURCH AND THE PLEDGE TO THE AMERICAN AND TEXAS FLAGS BY ALL.**

Pastor Griggs Sr. of In God's Creation Community Church gave the invocation and the pledge to the American & Texas flags was led by Councilman Shugart.

**E. CONSIDERATION/ACTION TO APPROVE THE MINUTES OF THE FOLLOWING MEETING; REGULAR MEETING, APRIL 10, 2018 AND SPECIAL MEETING, APRIL 24, 2018.**

Councilwoman Parker asked to correct on April 24, 2018 minutes that she was present and not Councilman Shugart.

Motion was made by Councilwoman Logsdon to approve the minutes of the following meeting, Regular Meeting, April 10, 2018 and Special Meeting, April 24, 2018 with corrections. A second was made by Councilman Shugart. Motion carried unanimously.

**F. CITIZENS COMMUNICATION.**

Randy Hall, Plant Manager with BTEL explained he would be available to answer questions for anyone that had a question about the fiber optic line going in.

**G. CONSIDERATION/ACTION TO HEAR AND DISCUSS AUDIT.**

No comments

**H. CONSIDERATION/ACTION TO APPROVE ORDINANCE #18-006 FOR HUD-CODE MANUFACTURED MOBILE HOME PARKS AND RECREATIONAL VEHICLE PARKS.**

City Manager Borders explained this is what was discussed in workshop and what was requested to be in the ordinance. Councilwoman Logsdon said it looks like it has been cleaned up and added the tweak's that were discussed. Councilwoman Parker asked about the constructed after 1976.

City Attorney Stevenson explained the definition of a HUD home and it's the law. Public Works Director Jordan explained any trailer coming into a park has to meet the 110 miles an hour windstorm rules. That will make older Mobile Homes not up to standard. City Attorney Stevenson explained they didn't have these standards before 1976. Ever since then they have to comply with these standards is why that date is in there.

Councilwoman Parker asked if the \$500 fine is a day if they violate the ordinance. City Attorney Stevenson explained in Section 7 that it says each day or portion of a day will be a separate offense.

Councilwoman Parker explained she didn't see anything about junk vehicle or tarps. City Manager Borders explained that is in a separate ordinance. This ordinance explains they will need to have a certain fence, driveway and skirted. They will need porches. We can make the new ones comply. Public Works Director explained we can't make the existing mobile homes do this but any moved out and coming back we can.

Motion was made by Councilwoman Logsdon to approve Ordinance #18-006 for Hud-Code manufactured mobile home parks and recreational vehicle parks. A second was made by Councilwoman Parker. Motion carried unanimously.

**I. CONSIDERATION/ACTION TO APPROVE 65 AND OLDER FOR DEDUCTIONS ON UTILITIES AND GIVING A BREAK ON 65 AND OLDER ON CITY PROPERTY TAXES. PUTTING PERMITS ON LARGE SIGNS BY FRANK QUINTY JR.**

Mr. Quinty would like to see Brazoria give senior citizens a break on their water bills. Other cities do it already. Mayor Pro-Tem asked if we give a break on property taxes instead of utility because we need to get our utilities in order. He feels like if we give \$5,000 to \$10,000 more on property taxes would be better. City Attorney Stevenson said you need to see how this would affect you financially. He explained appraisals went up 6.7% in Brazoria this year. He feels that would affect more people in our city.

Mr. Quinty would like to see the city charge \$150.00 per sign since these people have lots of money. Councilman Shugart asked if we had a charge now. Public Works Director said it is only electrical permit. Mayor Pro-Tem said only on advertising signs not on a business that is opening a business.

Motion was made by Councilwoman Logsdon to table deductions for 65 and older on utilities and property taxes and permits on large signs until we can do a workshop. A second was made by Councilman Shugart. Motion carried unanimously.

**J. CITY DEPARTMENT HEADS REPORT.**

1. Court Dept. – Judge James explained report in packet
2. Police Dept. – Chief Longbotham explained report in packet. Mayor Pro-Tem Kersh explained the two police cars will be put in auction. Councilwoman Logsdon asked if we were going to hire another officer. Chief Longbotham explained they are looking to hire one of the people that came in second when they hired Early. Councilwoman Parker asked how quickly he can have someone. It shouldn't take very long with him being experienced. He figures around 3-4 weeks. Mayor Pro-Tem Kersh thanked him for the bust and alligator trapping.
3. Public Service Dept. – Public Works Director Jordan explained report in packet. Mayor Pro-Tem Kersh asked about the timeline on demolition. David Jordan said it can be up to two years to go to district court and then 6 months in district court. Waiting on rights-of-entry on a case right now. Junk vehicles at George Jones trailer park now is what we are working on now. He also explained he would like to meet with the city attorney on cases with rental property. They are working with 2 ladies that are going to fundraise on their own to help with getting animals that are adopted out of our shelter. Meeting with developer is here on fact finding mission. He is concerned with the flood plain on the property. He is not ready to go public. Councilwoman Parker asked if in city limits. Mr. Jordan said yes. Mayor Pro-Tem Kersh explained we were there listening only. No questions were directed to us. Councilman Shugart asked about the re-reads. Mr. Jordan said errors are less than 1%. We have sent some back to the factory but it is a rolling meter that hangs half way between numbers. We do find damage from lawn mowers or just a bad register.
4. Fire Dept. – no report

**K. CITY MANAGERS REPORT.**

Teresa Borders explained report in packet. She also explained we will be getting \$9,000 check from TxDot on the bridge acquisition. Food Vendor Committee met and she is working with City Attorney and will be getting that together for a future meeting. May 15<sup>th</sup> and May 29<sup>th</sup> are going to be workshops and swearing in of council & mayor.

**L. REPORTS FROM MAYOR, CITY COUNCIL AND CITY ATTORNEY.**

Councilman Shugart said he has held this seat for 7 terms and he has learned quite a bit. Appreciate council helping over the early years and hopes to put it to good use over the next 2 years.

Councilwoman Logsdon appreciates everyone coming and the interest they take. Congratulations to Roschelle and Roger and herself. And also Marcus too.

Mayor Pro-Tem Kersh appreciates Susan Parker and the detail she puts into. National Prayer Day the city will have something next year. We need the citizens to help with that. He would like it to be bigger and better than other cities. I appreciate the Food Truck Committee for taking their time to meet. Wish the new Council Lady good luck and she can get in the hot seat. Appreciate Marcus for coming back on council. Clean Up Day is Saturday. If there is a big project we will be glad to help.

**M. ADJOURN REGULAR MEETING.**

Mayor Pro-Tem Kersh adjourned regular meeting at 6:38 p.m.

---

Mayor Pro-Tem Gary Kersh

ATTEST:

---

Sheila Williams, City Secretary