

STATE OF TEXAS

COUNTY OF BRAZORIA

CITY OF BRAZORIA

The City of Brazoria convened in Special Meeting & Workshop May 29, 2018 at 6:00 p.m. with the following to-witt:

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| Roger Shugart | Mayor |
| Marcus Rabren | Councilman Position #1 |
| Gail Logsdon | Councilwoman Position #2 |
| Gary Kersh | Mayor Pro-Tem |
| Roschelle Hicks | Councilwoman Position #4 |
| Susan Parker | Councilwoman Position #5 |

City Personnel Present:

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| Teresa Borders | City Manager |
| Sheila Williams | City Secretary |
| Neal Longbotham | Police Chief |
| David Jordan | Public Works Director |

A. CALL TO ORDER SPECIAL MEETING.

Mayor Shugart called the Special Meeting to order at 6:00 p.m.

B. INVOCATION AND PLEDGE TO AMERICAN AND STATE FLAG.

Mayor Shugart gave the invocation and Mayor Pro-Tem Gary Kersh led the pledge to the American and State Flag.

C. OATH OF OFFICE FOR ELECTED OFFICIAL.

Judge Sherry Kersh administered the Oath of Office to Marcus Rabren.

I, Marcus Rabren do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Council Position #1 of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

D. CONSIDERATION/ACTION TO APPROVE RV PERMIT DURING HOUSE REPAIRS FOR DANIEL DOWNING AT 104 W. BURNETT STREET.

Danny Downing explained they have to be out of house until repairs from Hurricane Harvey are done. They would like to stay in their travel trailer beside house. Mayor Shugart asked when repairs would be started. Danny explained they are already started and should be done in 6 weeks. City Manager Borders asked if it would be where it is parked at right now. If so it would be in the street right of way. Mrs. Downing explained they don't know where their street right of way is. Public Works Director explained their fence line is close to their property line. He feels we would be setting a precedence. Mayor Pro-Tem Kersh said he understands what the Public Works Director is saying. Motion was made by Mayor Pro-Tem Kersh to approve RV permit for Danny Downing for 6 weeks while house repairs are being done at home. A second was made by Councilwoman Logsdon. Motion carried unanimously.

E. ADJOURN SPECIAL MEETING AND CALL TO ORDER WORKSHOP.

Mayor Shugart adjourned Special Meeting and called to order Workshop at 6:10 p.m.

F. HEAR AND DISCUSS PRESENTATION FROM EMS.

City Manager Borders explained they would not be able to come. Mayor Pro-Tem Kersh said they called him and told him they lost \$250,000 and he doesn't think they liked his answers. City Manager Borders explained they told her they are losing money. Police Chief Longbotham handed out information on the breakdown of calls for city, Jones Creek and county. Councilman Rabren explained they need to only collect from the city the city calls. They need to look into getting into an ESD or hospital district for county calls. There are lots of county calls. We will need to sit down and talk. They need to decide what they are going to do with the county. City Manager Borders doesn't think they get paid for lift assistance. There are expenses accrued they don't get paid for.

Kirby Jordan asked council to talk to them about the way they bill calls. He has received a collection agency bill after he has already paid the bill he received from the hospital 6 months later.

Councilwoman Parker said they need to bring information on how they bill and their protocol on billing.

G. DISCUSSION ON PERMITS FOR OFF SITE SIGNS.

Mayor Shugart explained this is for billboard signs in the city. Mayor Pro-Tem Kersh explained that it was brought to our attention that we would get taxes off of these signs. It is an improvement tax only. No sales tax. He would like to see a permit of \$1,000 and a yearly fee of \$200.00. Councilman Rabren would like to see what other cities are doing. Councilman Kersh said he doesn't want to see our businesses in town to pay that if they want to put up a big sign. City Manager Borders said that could be an off-site fee. Councilwoman Hicks asked about a sign limitation. City Manager Borders explained there are all different kinds now. Councilwoman Hicks explained a banner on a fence could not be a \$1,000 permit fee. Public Works Director said the only fee we get now is an electrical permit fee. Councilman Kersh asked if it could be brought back to next meeting after getting more information.

H. DISCUSSION ON PRIORITIZING CAPITAL IMPROVEMENTS.

1. Repair North side sewage problems. He asked Public Works Director to take on this job.
2. Replace East ground water storage tank.
3. Make major repairs to the water tower.
4. Install incoming gas supply system on the South side.
5. Sandblast & paint the West ground water storage tank.
6. Install new 24" main line to the sewage plant and make some repairs to the old 18" line as needed. Look at plant capacity and manhole repairs.
7. Do some ditch work and culvert replacement where needed on several city streets.
8. Close old water well located at Nevada and Washington streets.
9. Look at paying off our short term bank notes.
10. Look at any major equipment needs for next five years.
11. Look at all our city building's repair needs.
12. Keep up our ongoing street repair work with the county.
13. Run sewage line smoke test on North side by sections.
14. Contact drainage district about cleaning North side city out fall ditches.
15. Hire an accounts payable person and a part time Fire Marshal.
16. Study how to greatly improve the utility fund, revenue vs cost.

Mayor Shugart explained he would like to see the list of Mayor's goals become council goals. He would like for council to prioritize them. He has been on council for 7 terms and some of these have been needed that

long. Councilman Rabren had a list of where he prioritized his list. Councilman Kersh said there are some big ticket items that can't be done until a bond is passed. He feels this isn't going to happen in the next 6 months. City Manager Borders explained there are some items waiting on county to be done. Mayor Pro-Tem said he felt the smoke testing could be done. Mayor Shugart said he is afraid of having engineers do it because we received information before we couldn't use. He would like to see David Jordan hire a couple part time people go out and do the smoke testing. City Manager Borders explained the budget is too tight and we wouldn't be able to do that unless we borrowed the money. Councilwoman Parker said we need to find out why we are in a deficit in utilities before we spend anymore. Mayor Shugart said he has that in the list as #16. City Manager Borders said this year won't be such a deficit. Mayor Pro-Tem Kersh asked David Jordan if his #1 priority was the water line under the railroad tracks. David Jordan said yes. Mayor Shugart explained to the newspaper we have been grossly misinformed. The deficit we have is part of depreciation and that is just a number. We had a lot of major repairs. We could never balance that fund. We can get a better handle on it. Mayor Pro-Tem Kersh said in the past we always absorbed the cost of things. Now it has bit us and finally caught us. We never passed it on to the citizens. We have a system now that will adjust each year. Councilman Rabren said when we get an accounts payable person that can zero in because these ladies are very busy. They can show how much they are paying for water and how much we are spending for water. Mayor Pro-Tem Kersh explained the engineer said we can borrow \$4.5 million at the payments we are making now. With no intent of raising taxes. Councilman Rabren said we could just repair one water tank instead of two. Mayor Shugart said we could just replace panels. Public Works Director Jordan said we are already "run against failure". Mayor Pro-Tem said people will see all this money go out and all of it is underground. They can't see anything happening.

Councilwoman Hicks asked about the time frame to get a bond done. City Manager Borders explained it would take some time. Probably next year for a special election. We have to have permission from railroad also. Mayor Pro-Tem said we could go to the bank and get a loan for the line under track and pay them when we get the bond. Public Works Director Jordan said this line that has broken both times it had a 2" hole underneath. He explained we would need 100 feet of pipe. Mayor Shugart asked about getting the culverts done at Methodist Church. Mayor Pro-Tem Kersh explained the county will do it but it will be when they can get it done. They have quite a few of inter-local agreements with other cities that they are working on and roads. Mayor Shugart asked Mayor Pro-Tem to see if he can get a date for when this could happen. City Manager Borders explained that we didn't get our streets from last year until the next year due to the storm. Mayor Pro-Tem Kersh said we need to be patient when we get free labor. He wants item #17 put on next agenda and see if we can get a loan. Mayor Shugart asked if we could get smoke testing done while it is dry. City Manager Borders explained Public Works is short by 2 people. They don't have enough help. We have not received but 1 application from ad in the Facts paper. Mayor Shugart asked can we use part time help since we are 2 full time short. Can we talk to Kelly Services and see if they can supply people. Mayor Shugart said it looks like we need to get a loan and then go out for a bond. Mayor Pro-Tem said he needs to see what the citizens want. Councilman Rabren explained the items needed done are all related. He feels we need to get the bond information out there. Mayor Pro-Tem Kersh said he has no problem approving a loan for \$250,000 but when it is \$500,000 he wants the citizen's approval. Councilman Rabren asked how long would it take certificates of obligation v Bonds. City Manager Borders said certificates would not be as long but close. Mayor Pro-Tem Kersh said if we have a Town Meeting and we discussed it with them and everyone is positive about it then I can vote certificates of obligation. I would like to show them what we are going to do and get their input. Councilwoman Parker said if we have where all the assets are would help. Mayor Pro-Tem Kersh said he agrees with the Mayor 100% but he wants the citizen's approval. He doesn't have a problem with borrowing \$200,000 to get the line under track started. Councilwoman Parker asked if we need to get into budget setting process and see how that will look before we get into whole lot of debt. City Manager Borders said that will start next month. Councilman Kersh said they won't see anything above ground but it does help them flush when a big rain comes through. Mayor Pro-Tem Kersh said if you want growth in the city then you need to be able to take the sewer out to the sewer plant. That line can break any day. Councilman Rabren thinks the list is a great idea. Mayor Pro-Tem Kersh said this is the first mayor that has given a list. Every other city has the same problems. Councilwoman Logsdon asked about the engineers utilizing their staff. Public Works Director explained things like smoke testing would be using their staff. Some of the other prices are best estimates from other scenarios at today's

rates. Historically bids came in less. Councilman Rabren asked about capturing our assets. City Manager Borders explained that is included in there. They are already working on that. Mayor Pro-Tem Kersh asked if that would come out of utility fund. Public Works Director Jordan explained it would come out of both depending on the policy the council sets. City Manager Borders explained she is looking at other cities to see what they have. Public Works Director Jordan explained how the council sets the amounts. The # is going to be massive. Councilman Rabren explained have the town hall meeting and answer questions the citizens have and not let it go to Facebook. Open it up so the citizens can see what we need to do. Mayor Shugart said replace the cast iron pipe under track is 6 months away. Public Works Director Jordan said it would be a minimum of 90 days before ready to go for bid. It has to be engineered and railroad for permit. He said he doesn't have enough money in budget to get the other items engineered yet. Councilman Rabren said item #16 is going to be internal research. Public Works Director Jordan explained he can go from Johnson Controls and add. Public Works is at a place where he replaces every year and that makes them at 7 years rotating. Heavy equipment is every 3 years. He has not evaluated buildings in a while. It is time to do a major evaluation on each building. Mayor Shugart asked if David & Neal could have those evaluations done by July.

I. ADJOURN WORKSHOP.

Mayor Shugart adjourned workshop at 7:14 p.m.

Roger Shugart, Mayor

ATTEST:

Sheila Williams, City Secretary