

STATE OF TEXAS

COUNTY OF BRAZORIA

CITY OF BRAZORIA

The City of Brazoria convened in a Workshop on June 12, 2018 at 5:30 p.m. & a Regular Meeting on June 12, 2018 at 6:00 p.m. with the following to-witt:

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

City Personnel:	
Teresa Borders	City Manager
Sheila Williams	City Secretary
Neal Longbotham	Police Chief
David Jordan	Public Works Director
Bill James	City Judge
Duane Stahl	Fire Chief

A. CALL TO ORDER WORKSHOP.

Mayor Shugart called the Workshop to order at 5:30 p.m.

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

Mayor Shugart asked if anyone had any questions. He went through each item on agenda. Item G were no questions, Item H, no questions, Item I no questions. Item H update from BTEL on Fiber Optic Installation showed a little late. BTEL Rep. Randy Hall explained the update on the Fiber Optic Installation. He explained they are 95% completed for everything south of the tracks all the way to County Road 310. They are in the process of Splicing, testing and placing the service drops from the pedestals to your home. Once the splicing and testing are completed they will be putting out notifications for people that have been completed to call in and schedule your installation. We are 75% complete from north of the tracks to Hutson Lane to Sloping Acres and down County Road 647. When that is completed we will notify that area to schedule their installation. We will then go down Highway 332 and once that area is completed we will go to County Road 461 to County Road 510. Everything is on schedule. If you have any problems with clean up or anything else you don't like he gave his business card out to citizens that wanted them. Linda Nall asked what time frame was north of the tracks. Randy Hall

explained as they complete all the construction it would be a matter of months. Frank Quinty asked how long after putting in the Fiber optics we can get TV. Mr. Hall explained you should get it right away when you cut over. If you have video service with us we are working on new products that are for video. If you have video & internet you will have option on new pricing & packaging. Layton Davenport asked when cut over happens will we get notification. Randy Hall explained they will be scheduling cut overs at the citizen convenience. We will not knock on doors. We will be available Monday – Friday up until 7:00 pm and on Saturday until 7:00 p.m. We will not work on Sunday. You will need to call 798-2121 to schedule. Ned Grassman asked if they were through on Market Street. Mr. Hall explained they are still under construction on Market Street. They are pulling main line cable into the inter-duct. Councilwoman Parker asked if they come and done the initial diagram of your yard what happens next. My Hall explained you will call the # on your form. We won't go in your backyard without your permission. He wants you to feel comfortable that we are in your backyard. Councilwoman Parker asked once they have done that diagram do they contact us again. Mr. Hall explained they will call or leave a door knocker explaining they need access to your backyard. Councilman Rabren asked once the box is mounted on your wall and connect in the attic when is that done. Mr. Hall explained they will make the connection on cut over day. They call that the clam shell. We will be running the fiber jumper to the central location of your home. They want the maximum coverage. Linda Nall asked if we could still keep our land line. Mr. Hall said absolutely. Councilman Rabren asked if the new system will have copper. Mr. Hall said it would be fiber optics. He explained the most we can do on copper is 20 megabits. We will be able to provide packages from 50, 100, 200 and up to a gig. Mayor Shugart asked about handling a home with several telephone drops. Mr. Hall explained we are trying to place that clam shell as close to existing copper internet device. The wire throughout home will be copper. Edith Ray asked if we will still use the same modem we have. Mr. Hall explained no that using fiber optics we will replace any existing equipment in your home now. Councilwoman Parker asked if they have the pricing yet. Mr. Hall said no but they are close. That will be made public once it is finalized. It will be on the website and post cards mailed to you. We are dedicating a fiber from central office to your home. We are building a state of the art system. Denny Corder asked if the transmission from the clam shell to inside of house would be Wi-Fi. Yes it would be. Mr. Hall explained we have a broadband calculator to see what speed you need for your home. Every person in your household can stream comfortably. We have a program called internet valet where you can turn off broadband signal to devices where you want your children to be in bed not streaming. Denny Corder asked about passwords for Wi-Fi. Mr. Hall explained passwords will be determined by customer. Mr. Grassman asked if there will be IP issues. Mr. Hall said not at all. He also explained it will spur economic growth in Brazoria. It will benefit you on the re-sale value of your home. Denny Corder asked if everyone had 1 gig would the system handle it. Mr. Hall explained they currently have 1 customer with 1 gig and he looks to double that. Mr. Hall thanked everyone for their patience. You will see the many contractors in town at local restaurants. This project is benefiting our whole community.

Item H - no questions

Item J – Michael Smith asked if the sign ordinance was for commercial signs. City Manager Borders said yes. Mayor Shugart said it is addressing all signs including garage sale and political signs. Councilwoman Parker said they don't know what it is. City Manager explained it bans the billboards in town. It explains the type of signs and permits fees for illuminated will be \$100 and non-illuminated will be \$50. Edith Ray asked if it is for the big huge signs. City Manager explained it is for those big billboard signs. Edith Ray asked if we would have to grandfather the ones there. City Manager Borders explained yes we do. We have to grandfather unless it is a health & safety issue.

Item K – City Manager Borders explained what GIS is. It is the mapping of what we have in ground and streets to have a capital asset value.

Item L – Public Works Director Jordan explained where the line runs. We are replacing only what runs under the railroad tracks. It runs a loop around our city.

Item M & N– City Manager Borders explained this is grant funds from Hurricane Harvey. This is part of the process to apply. This is for drainage work.

Item P – City Manager Borders explained this is all the cities on TNMP has to pass this Resolution so TNMP can't just automatically raise their rates. This request will go to the utility commission.

Item O – Councilwoman Parker said we don't know if we are going to amend the budget. It is on here to talk about.

Item Q – Linda Nall asked what streets. City Manager explained all the streets. Councilwoman Parker said it would be nice if we had a map to show you but we don't. Stephanie Cribbs handed out pictures and a list of streets that need work. She explained about each picture and why it needs work. She said she has lost a tire because of them. She also explained that Marion Street gets lots of traffic. They have trail rides and bicycle rides come through. Can council post on website to know the streets that are being done.

Item R – no questions

C. ADJOURN WORKSHOP AND CALL TO ORDER REGULAR MEETING.

Mayor Shugart adjourned the workshop at 6:00 p.m. and called to order regular meeting at 6:00 p.m.

Roger Shugart	Mayor
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R. C. Stevenson
Bill James
Duane Stahl

City Attorney
City Judge
Fire Chief

D. INVOCATION TO BE GIVEN BY PASTOR HANS POETSCHNER OF FIRST PRESBYTERIAN CHURCH AND THE PLEDGE TO THE AMERICAN AND TEXAS FLAGS BY ALL.

Pastor Poetschner of First Presbyterian Church gave the invocation and the pledge to the American & Texas flags was led by Mayor Shugart.

E. CONSIDERATION/ACTION TO APPROVE THE MINUTES OF THE FOLLOWING MEETING; REGULAR MEETING, MAY 8, 2018 AND SPECIAL MEETING & WORKSHOP, MAY 15, 2018, SPECIAL MEETING & WORKSHOP, MAY 29, 2018.

Motion was made by Councilman Kersh to approve the minutes of the following meeting, Regular Meeting, May 8, 2018 and Special Meeting & Workshop, May 15, 2018 & Special Meeting & Workshop, May 29, 2018. A second was made by Councilwoman Logsdon. Motion carried unanimously.

Councilwoman Parker asked to correct on May 29, 2018 minutes that she was put as saying on one item that she did not say. Motion was made by Councilman Kersh to amend his motion to approve the minutes of May 29, 2018 with corrections of statements not said by Councilwoman Parker. A second was made by Councilwoman Logsdon. Motion carried unanimously.

F. CITIZENS COMMUNICATION.

Edith Ray explained the workshop doesn't cover everything. We are told to keep our mouth shut. We are not allowed to question during meeting. We don't know what the Mayor's goals are and we are not allowed to know them before the meeting. It just bothers me.

G. CONSIDERATION/ACTION TO APPROVE AND HEAR FROM ALMA OLIVER ON HAVING COWS ON PROPERTY.

Ms. Oliver explained she has 3 calves on property and she gets \$100 a month. The neighbor has horses. She doesn't understand why she can't have calves when he has horses. Public Works Director Jordan explained he was grandfathered. If he moved them out he can't bring back in. Councilwoman Parker asked where this is at. David Jordan explained she lives on 6th street beside El Jalapeno. The cows were moved out. She was called yesterday and told he was the Mayor. She doesn't understand why she was called. Mayor Shugart explained he called to explain the ordinances and that we have to abide by them. Councilwoman Parker asked to be explained what happened. David Jordan explained Ms. Oliver had 3 calves moved in on her property after 3 ordinance was passed. The requirements of the ordinance were not met. The calves were out and running across the highway on two different occasions. Councilwoman Hicks asked if she had

cattle on property when ordinance was passed. David Jordan said no. Ms. Oliver asked when the ordinance was passed. David Jordan explained he thought it was in 2012. Councilwoman Parker asked if the cows were disturbing somebody. David Jordan said we have had complaints. Councilwoman Hicks asked with the way the ordinance is written would she be allowed to have 1 calf on the property. City Manager said no with how it is written. It takes 2 acres for 3 or less animals. Councilman Kersh asked what this ordinance does to our 4-H students in the city. David Jordan explained there is not anything in the ordinance to allow for that. Councilwoman Logsdon asked if we can give her a period of time. Motion was made by Councilwoman Logsdon to give Ms. Oliver six (6) months to make arrangements starting tomorrow (June 13, 2018) to have calves moved off of property. A second was made by Councilman Rabren. Motion carried unanimously.

H. CONSIDERATION/ACTION TO HEAR UPDATE FROM BTEL ON FIBER OPTIC INSTALLATION.

No comments

I. CONSIDERATION/ACTION TO APPROVE RE-PLAT FOR MICHAEL SMITH AT 1206 S. BROOKS STREET, BRAZORIA, TEXAS.

Michael Smith explained he had a re-plat done several months ago and now he is dividing that in half. Councilman Kersh asked if he was buying or leasing it. Mr. Smith explained it is dividing the front 15,000 square foot lot in half but not being used for anything. Councilman Rabren asked if you can get access to it. How the house is sitting leaves 15-20 foot road for access to it. It has a 160' hole from road. Public Works Director Jordan asked City Attorney Stevenson if that would meet our requirements. Mr. Stevenson said it would not meet our subdivision ordinance. He also explained each property has to have access to public road right-of-way. Councilman Rabren asked if we table this and he meet with David Jordan to see what they can do. He needs a 60 Ft. access. Motion was made by Councilman Rabren to take no action until he can meet with Public Works Director to develop a plan for re-plat. A second was made by Councilman Kersh. Motion carried unanimously.

J. CONSIDERATION/ACTION TO APPROVE SIGN PERMIT FEES.

City Manager Borders explained we can't pass ordinance because how it is written. Councilman Rabren asked if we could just bring it back with permit fees and ordinance all at one time. Motion was made by Councilman Rabren to take no action on sign permit fees until ordinance. A second was made by Councilman Kersh. Motion carried unanimously. Councilman Rabren said the ordinance is a good ordinance.

K. CONSIDERATION/ACTION TO APPROVE MOVING FORWARD WITH GIS TRACKING.

Councilwoman Parker asked if we shouldn't go out with comparison bid. There is things we need to be sure before signing off on and it comes back to bite you. She asked if it is comparable with the county system. Public Works Director Jordan said yes it is. Councilwoman Parker wanted to know if they were going to train someone here to put the updates on. City Manager Borders explained we would have to put it here after it is finished and we would update. Councilwoman Logsdon said she thought we didn't have the technology is why they were doing it. D & W in Clute is local and maybe they would be good to get a bid. City Manager Borders is building one because they are our engineers. David Jordan explained the county will own the data base in the end. County has to review it. City Manager Borders explained the bid process takes about a month. You have to publish the bid. Motion was made by Councilwoman Parker that we take the GIS proposal out for bid. A second was made by Councilman Kersh. Motion carried unanimously.

L. CONSIDERATION/ACTION TO APPROVE GETTING BIDS AND LOAN FOR 10" WATER LINE.

City Manager Borders explained we have the estimate from engineers and they are just waiting to hear from us to put a bid package together. This is the one ya'll talked about getting a loan. Public Works Director Jordan said the permit is in the engineering process. Once that is done it will go to the railroad office in Nebraska. Mr. Jordan said not bid until we have the permit. Councilwoman Parker said we need to be thinking of future growth and what capacity are we in now. The Texas Water Development Board has funding forgiveness and lower financing. Public Works Director Jordan said it is a loop system that goes around the city. Motion was made by Councilman Kersh to no action until we get a permit to move forward on water line. A second was made by Councilwoman Logsdon. Motion carried unanimously.

M. CONSIDER APPROVAL TO ISSUE REQUESTS FOR PROPOSALS AND QUALIFICATIONS FOR SERVICES RELATED TO CDBG-DISASTER RECOVERY FUNDS AS ADMINISTERED BY THE GENERAL LAND OFFICE.

City Manager Borders explained this is the begin process to apply for grant funds from Hurricane Harvey to do drainage work. Councilman Rabren asked if we can do anything to help with the sewer plant. David Jordan had FEMA look at the plant and there is still possibilities. It is difficult because of the lab sits 5' higher. How do you mitigate stopping this? Motion was made by Councilman Rabren we approve proposals and qualifications related to CDBG disaster recovery fund as administered by the general land office. A second was made by Councilman Kersh. Motion carried unanimously.

N. CONSIDER APPROVAL TO ISSUE REQUESTS FOR PROPOSALS AND QUALIFICATIONS FOR SERVICES RELATED TO HAZARD MITIGATION ASSISTANCE FUNDS AS ADMINISTERED BY THE TEXAS DEPARTMENT OF EMERGENCY MANAGEMENT.

Motion was made Councilwoman Logsdon to approve requests for proposals and qualifications for services related to hazard mitigation assistance funds as administered by the Texas Department of Emergency Management. A second was made by Councilman Rabren. Motion carried unanimously.

O. CONSIDERATION/ACTION TO AMEND THE BUDGET TO ADD ACCOUNTS PAYABLE/PAYROLL CLERK.

Councilman Kersh said this would be freeing up City Manager to be able to get outside office and help girls get billing under control. Councilwoman Parker doesn't feel we need to add someone right now because of budget issues. She would like to see us go through the budget process first. She asked if we have ever done a task analysis to see what each person does. It looks at efficiency. Need to see who is doing what and see if someone has a few hours to spare. Councilman Rabren explained we have a double booking system. Sheila does one thing and Teresa does the other for reconciling. We can have someone looking at the deficiency in our losses and that is taking a step in that direction. This is something we have talked about for years. There is a lot of multitasking in the office. We need to have good job descriptions. Councilwoman Hicks asked if we have room in the budget. City Manager said yes. City Manager Borders explained how the City Secretary and City Manager divided up the jobs. City Secretary Williams explained the things that she is doing now. Councilwoman Parker asked about training documentation. City Manager Borders said we have books for that. Councilwoman Logsdon said the phone is busy and she knows that the girls are all busy. She feels if there is room in the budget then we need to consider it. City Secretary Williams also explained she went over on vacation because she couldn't take it because she had to be here for council meeting, payroll, billing and court. Councilwoman Parker said things could be automated to save time. Councilman Kersh said if the new person hasn't had any improvement in a year then maybe we can have that position go away. Councilwoman asked where the money would come from. City Manager Borders said the General Fund. Councilwoman Parker said we need to do a deep drill down and figure the issues during budget. Motion was made by Councilwoman Logsdon to amend the budget to add accounts payable/payroll clerk. A second was made by Councilwoman Hicks. Logsdon, Kersh, Hicks & Rabren voted aye. Parker voted nay. Motion carried 4 ayes -1 nay.

P. CONSIDERATION/ACTION TO APPROVE RESOLUTION #18-005 DENYING TNMP RATE INCREASE FOR 90 DAYS.

City Attorney Stevenson explained we are suspending the rate increase for 90 days until the coalition of cities can negotiate the rate. City Manager Borders read the names of all the cities involved. Councilman Rabren explained TNMP is the ones maintaining the lines. Motion was made by Councilman Kersh to approve Resolution #18-005 denying TNMP increase for 90 days. A second was made by Councilwoman Logsdon. Motion carried unanimously.

Q. CONSIDERATION/ACTION TO APPROVE STREETS TO BE PAVED WITH BUDGET AMENDMENT DUE TO LAST YEARS STREETS BEING DONE THIS YEAR DUE TO HURRICANE HARVEY.

City Manager explained the streets that were to be done before Hurricane Harvey weren't able to be done until after Hurricane Harvey. Councilwoman Parker asked who does the roads. Public Works Director Jordan explained the city does pot holes but county does repaving of the roads. Councilwoman Logsdon asked what the expense of doing a mile of road. Councilman Kersh said \$150,000. He also explained the city buys the material and the county donated their labor. Councilwoman Parker asked about repair methods. She asked about quick seal and things that seal in 6 minutes. Councilman Kersh said the new material we tried didn't work. Motion was made by Councilman Kersh to approve streets to be paved with budget amendment due to last year's streets being done this year due to Hurricane Harvey. A second was made by Councilwoman Parker. Motion carried unanimously.

R. CONSIDERATION/ACTION TO DISCUSS AND ACT ON MAYOR'S GOALS.

Mayor Shugart wanted to update on what is happening. #17 is in process and looked at groundwater storage tank. Public Works Director explained Southern Specialties came in and did a test on the tank. He explained the image couldn't get a true analysis of the tank. We have 13 panels showing seepage. Councilman Kersh said it looks like it needs to be replaced. Mayor Shugart would like to see if we can repair instead of replace and save money. Public Works Director Jordan would like when taken out of service we replace it. The department heads will be doing a report on building and vehicle problems. Councilman Rabren said we have started working on list. Councilwoman Parker would like to see tracking list. Mayor Shugart would like to see culverts replaced on streets that will be repaved. It is possible we get some of these things done before end of year.

S. CITY DEPARTMENT HEADS REPORT.

1. COURT DEPT. – Report in packet
2. POLICE DEPT. – Report in packet. Police Chief Longbotham said citations and calls are up. Councilwoman Parker said she would like to see computers put in patrol cars. Save time from coming into the office to write reports. City Manager Borders said it would cost \$80,000 to do that. Councilwoman Parker said we could look at donations from local businesses.
3. PUBLIC WORKS DEPT. – Report in packet
4. FIRE DEPT. – Fire Chief Stahl said August 11th for Fireman's Fundraiser. They have tickets.

T. CITY MANAGERS REPORT.

City Manager Borders explained report in packet. She will be doing a Hazard Mitigation Grant for drainage in Garden Acres and Magnolia Gardens.

U. REPORTS FROM MAYOR, CITY COUNCIL AND CITY ATTORNEY.

Gail Logsdon appreciated the turn out. There is a need for the process to go through. She had fun being in the No Name Festival Parade.

Gary Kersh thanked everyone for coming. Thanked the people that volunteered for No Name Festival. Appreciate Susan Parker for offering her views. Lions Club raffle will be starting. McCoy's is building in Bay City. He feels that will cut our taxes. He explained there is a contract on some property here in town that will be an off set.

V. **ADJOURN REGULAR MEETING.**

Mayor Shugart adjourned Regular Meeting at 7:26 p.m.

Mayor Roger Shugart

ATTEST:

Sheila Williams, City Secretary