

REGULAR CALLED MEETING

City Council

January 10, 2023

The City Council of the City of Brownwood, Texas, met in a Regular Called Meeting on Tuesday, ~~December 19, 2023~~ ^{January 10, 2023}, at 9:00 a.m., in the Council Chambers, City Hall, 501 Center Avenue, Brownwood, Texas, with the following members present:

Stephen E. Haynes	:	Mayor
HD Jones	:	Councilmember Ward 1
Ed McMillian	:	Councilmember Ward 2
Melody Nowowiejski	:	Councilmember Ward 3
Walker Willey	:	Councilmember Ward 5
Pat Chesser	:	City Attorney
Emily Crawford	:	City Manager
Christi Wynn	:	City Secretary

with Councilmember Draco Miller absent, constituting a quorum of the City Council.

CALL TO ORDER: Mayor Haynes called the meeting to order.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was led by Councilmember McMillian.

INVOCATION: Invocation was given by Councilmember Willey.

ITEMS TO BE WITHDRAWN: None

INTRODUCTIONS, ANNOUNCEMENTS, AND RECOGNITIONS: None

CITIZENS PRESENTATIONS: None

APPROVAL OF MINUTES:

A motion was made by McMillian, seconded by Nowowiejski, to approve the minutes of the Special Called Meeting on December 12, 2022, and the Regular Called Meeting on December 13, 2022, as presented. Upon vote, the motion carried unanimously.

CLAIMS AND ACCOUNTS:

Chief Accountant, Leah Thomas was available for questions regarding the checklist. A motion was made by Willey, seconded by Nowowiejski, that the Claims and Accounts dated through January 6, 2023, be approved for payment as submitted. Upon vote, the motion carried unanimously.

REQUESTS AND PRESENTATIONS:

Consider approving the purchase of 14 water meter vaults for the Trafalgar Indian Creek Townhomes, Phase II project totaling \$42,200 which will be purchased from Meter Nest, Alvarado, Texas.

Director of Public Works, Henry Wied, stated that Trafalgar Homes is building a new multi-unit housing complex at the southwest corner of Milam Drive and Indian Creek. The housing complex will require the Water Department to install water meters for each unit. Concrete water meter vaults will be used instead of individual plastic water meter boxes.

The concrete meter vaults can house either 6-9 meters for the smaller units and 9-12 meters for the larger units. Utilizing the concrete meter vaults will help the department maintain the meters more efficiently, provide better protection for the meters, and improve the overall appearance. An advertisement was posted for two weeks and the bid opening was December 30th at 2:01 pm. Only one bid was received from Meter Nest out of Alvarado, Texas in the amount of \$42,200.

A motion was made by Nowowiejski, seconded by McMillian, to approve the purchase of 14 water meter vaults for the Trafalgar Indian Creek Townhomes, Phase II project totaling \$42,200 which will be purchased from Meter Nest, Alvarado, Texas. Upon vote, the motion carried unanimously.

ORDINANCES AND RESOLUTIONS:

Consider a resolution amending the City of Brownwood Investment Policy.

Finance Director, Melanie Larose, stated that the Public Funds Investment Act requires a review and re-adoption of our Investment Policy at least once per calendar year. Our current investment policy was amended on November 22, 2016. The Texas Legislature approved amendments to Chapter 2256 of the Government Code, known as the Public Funds Investment Act, during the 2019 regular legislative session. These amendments include changes to eligible collateral for repurchase agreements and an extension of the stated maximum maturity of commercial paper from 270 days or fewer to 365 days or fewer. The policy has also been updated to reflect the correction of the name of Brownwood Municipal Development District. The Investment Advisory Committee met on January 4th and approved these changes.

A motion was made by Willey, seconded by McMillian, to approve a resolution amending the City of Brownwood Investment Policy. Upon vote, the motion carried unanimously.

RESOLUTION NO. R-23-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROWNWOOD, TEXAS, REGARDING THE ANNUAL REVIEW OF THE CITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES.

Consider a resolution approving and adopting the Parks Master Plan that was completed by Halff Associates.

Director of Parks and Recreation, Roland Soto, stated that in February of 2022, the City of Brownwood hired the firm Halff Associates to develop a new Parks Master Plan to give a comprehensive look at the City's park system, assess the highest and best use of each park, develop ideas and concepts for improvements to the parks, engage the community, City Council, boards and citizens in assessing needs in the parks and make recommendations on future park improvements and developments. Having this plan in place will allow the City to apply for park improvement grants, will help guide the development of future park improvements and help the Brownwood Municipal Development District to better allocate budgeted park improvement funds to help leverage future grants. The Brownwood City Council had the opportunity to review the draft of the plan at a Council workshop on

November 1st and made several suggestions to be included in the plan. Those changes have been incorporated into this final version.

Council suggested putting a copy of the plan at the Public Library, as well as on our website. A motion was made by Willey, seconded by Nowowiejski, to approve a resolution adopting the Parks Master Plan that was completed by Halff Associates. Upon vote, the motion carried unanimously.

RESOLUTION NO. R-23-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROWNWOOD, TEXAS, APPROVING AND ADOPTING THE CITY'S PARKS AND RECREATION 2023 MASTER PLAN.

AGREEMENTS AND CONTRACTS:

Consider authorizing the City Manager to sign a Memorandum of Understanding between the City of Brownwood and Keep Brownwood Beautiful.

City Manager, Emily Crawford, stated that there has not been an updated Memorandum of Understanding (MOU) between KBB and the City for a few years. The KBB Board and Director have worked with City Staff to update the MOU in a way that is mutually agreeable to both entities. Changes to the MOU from the most recently adopted are:

KBB RESPONSIBILITIES

- KBB will not be responsible to decorate the Traffic T, Leach & Main, and the Downtown Gateway Sign. These areas are being decorated by the City.
- KBB will be responsible to decorate the Martin Luther King Plaza.
- KBB will host a holiday yard/house decorating contest.
- KBB will work with the City Code Enforcement to help resolve code violations through their Neighbor-to-Neighbor program.

There are no changes to the City's responsibilities in the MOU and the term is from January 10, 2023 – September 30, 2024.

A motion was made by McMillian, seconded by Jones, to authorize the City Manager to sign a Memorandum of Understanding between the City of Brownwood and Keep Brownwood Beautiful. Upon vote, the motion carried unanimously.

Consider authorizing the City Manager to sign an Intergovernmental Agreement with the Texas Department of Emergency Management (TDEM) for office space at Fire Station #1.

Fire Chief, Eric Hicks, stated that TDEM is currently hiring one County Liaison Officer (CLO) for each County in the State and has recently hired Gwen Stone as the new CLO for Brown County. Gwen is a Brown County resident and for the past thirteen years has been employed by the City of Brownwood as an Administrative Assistant for the Brownwood Fire Department. The CLO position is new to TDEM, is not well defined and the duties may differ from County to County. The CLO position is designed to provide more comprehensive State support for rural communities like Brownwood and is designed to

improve emergency management capabilities statewide. This position is not designed to take over emergency incidents or local emergency management duties. The CLO will work closely with our local Emergency Managers to act as a resource when large scale incidents occur, and State resources are needed. With new processes put into place by TDEM, a good working relationship with the designated County CLO will be key in receiving State resources in a timely manner. Additionally, the CLOs will be trained and equipped to work as part of an incident management team to support Regional, and Statewide efforts during large scale events. To support this new Statewide initiative, TDEM is requesting the use of a 10' x 12' unused room adjacent to the Emergency Operations Center in the administrative wing of the Brownwood Fire Station, located at 600 Adams, where historically the County's Emergency Manager has had an office. The term of the lease is one-year from January 15, 2023, through January 14, 2024.

A motion was made by Willey, seconded by Nowowiejski, to authorize the City Manager to sign an Interlocal Agreement with the Texas Department of Emergency Management (TDEM) for office space at Fire Station #1. Upon vote, the motion carried unanimously.

APPOINTMENTS:

Council may consider ratification of a Mayoral appointment to the Parks Advisory Commission.

Mayor Haynes advised Council that the replacement of Nathan Smith needed to be made on the Parks Advisory Commission. He recommended Dustin Larremore for the replacement. A motion was made by Jones, seconded by McMillian, to ratify the Mayoral appointment as presented. Upon vote, the motion carried unanimously.

REPORTS:

Crime Stats 2022

Police Chief, Ed Kading, presented the following Crime Stats:

JAN 2019-DEC 2019		
Offense	Number Reported	Number Cleared
Homicide	0	0
Rape	10	8
Robbery	6	6
Assault	457	202
Burglary of a Habitation	65	10
Burglary of a Building	36	12
Larceny Theft	415	117
Motor Vehicle Theft	43	23
Arson	1	1
Total	1033	379
DWIs DEC 2022		82
ACCIDENTS DEC 2022		456

JAN 2021-DEC 2021		
Offense	Number Reported	Number Cleared
Homicide	0	0
Rape	14	10
Robbery	1	2
Assault	319	173
Burglary of a Habitation	39	9
Burglary of a Building	17	4
Larceny Theft	209	82
Motor Vehicle Theft	17	5
Arson	1	2
Total	608	287
DWIs		107
Accidents		682

JAN 2020-DEC 2020		
Offense	Number Reported	Number Cleared
Homicide	0	0
Rape	11	8
Robbery	11	4
Assault	480	204
Burglary of a Habitation	58	5
Burglary of a Building	40	0
Larceny Theft	395	88
Motor Vehicle Theft	33	10
Arson	4	3
Total	1032	322
DWIs NOV 2022		64
ACCIDENTS NOV 2022		576

JAN 2022-DEC 2022		
Offense	Number Reported	Number Cleared
Homicide	2	1
Rape	4	1
Robbery	2	2
Assault	222	130
Burglary of a Habitation	25	8
Burglary of a Building	15	12
Larceny Theft	204	116
Motor Vehicle Theft	19	12
Arson	0	1
Total	460	263
DWIs		92
Accidents		584

The City will be closed for Martin Luther King, Jr. Day on January 16, 2023. The annual MLK Celebration will be held at 10:00 a.m. at Cecil Holman Park.

EXECUTIVE SESSION:

Council convened into Executive Session at 9:27 a.m., in the Haynes Conference Room, pursuant to the provisions of the Open Meetings Law, Chapter 551, Government Code Vernon's Texas Codes Annotated, in accordance with the authority contained therein to discuss the following:

Section 551.071 – Consultation with Attorney

Acquisition of real property located at 305 Booker from Texas State Technical College (TSTC).

Council reconvened into open session at 9:35 a.m.

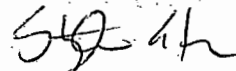
ACTION TAKEN AS A RESULT OF THE EXECUTIVE SESSION:

Section 551.071 – Consultation with Attorney

A motion was made by Willey, seconded by Nowowiejski, to authorize the City Manager and City Attorney to present a draft contract to TSTC to enter into negotiations for the reacquisition of the property. Upon vote, the motion carried unanimously.

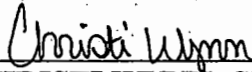
ADJOURNMENT:

There being no further business, Mayor Haynes declared the meeting adjourned.



STEPHEN E. HAYNES, Mayor

ATTEST:



CHRISTI WYNN, City Secretary