

**REGULAR CALLED MEETING
City Council
January 14, 2020**

The City Council of the City of Brownwood, Texas, met in a Regular Called Meeting on Tuesday, January 14, 2020, 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	:	Councilman – Ward 1
Ed McMillian	:	Councilman – Ward 2
Larry Mathis	:	Councilman – Ward 3
Walker Willey	:	Councilman – Ward 5
Pat Chesser	:	City Attorney
Emily Crawford	:	City Manager
Christi Wynn	:	City Secretary

with Councilman 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 Councilman Jones.
INVOCATION: Invocation was given by Councilman Willey.
ITEMS TO BE WITHDRAWN: None
INTRODUCTIONS, ANNOUNCEMENTS, AND RECOGNITIONS: None

CITIZENS PRESENTATIONS:

Linda Heitman with Brown County Home Solutions updated the Council on the progress made at the Inclement Weather Shelter. It is slated to open on January 24th. She will also be working to identify the number and locations of the homeless.

APPROVAL OF MINUTES:

A motion was made by McMillian, seconded by Willey, to approve the minutes of the Regular Called Meeting – December 10, 2019, and the Joint Allies Meeting – December 19, 2019. as presented. Upon vote, motion carried unanimously.

CLAIMS AND ACCOUNTS:

Assistant Finance Director, Melanie Larose, was present for questions regarding the checklist. A motion was made by Willey, seconded by Mathis, that the Claims and Accounts dated through January 10, 2020, be approved for payment as submitted. Upon vote, motion carried unanimously.

REQUESTS AND PRESENTATIONS:

Consider accepting a Quitclaim Deed from the State of Texas to abandon and relinquish a State easement on City owned property located on East Commerce.

City Attorney, Pat Chesser stated that the Texas Department of Transportation (TxDOT)

has abandoned an easement established in 1935 on City owned land that created a State owned road side park on approximately 2.3 acres of property located on E. Commerce, adjacent to the Pecan Bayou. The Texas Transportation Commission approved the easement abandonment in July of 2019 at the request of the City of Brownwood and recently delivered the Quitclaim Deed to the City, abandoning and relinquishing any interest the State had in the 2.3 acres of property. The abandonment was approved by the State through a reverter clause in the original easements, which granted the State an easement for only as long as the property was used by the State for road side park purposes. If the City accepts the Quitclaim Deed, the City of Brownwood will now be the owner of the property, free and clear of any easement.

A motion was made by McMillian, seconded by Jones, to accept a Quitclaim Deed from the State of Texas to abandon and relinquish a State easement on City owned property located on East Commerce. Upon vote, motion carried unanimously.

AGREEMENTS AND CONTRACTS:

Consider awarding an engineering contract for the Downtown Revitalization and Main Street Program Grant #7219062.

Assistant Director of the Brownwood Municipal Development District, Marshal McIntosh stated that the City of Brownwood submitted a TxCDBG-DRP grant for sidewalk improvements in the Greenleaf/Baker Area on September 27, 2019. The City has been awarded the maximum grant amount of \$350,000 for a Downtown Revitalization Program Grant from the Texas Community Development Block Grant program administered by the Texas Department of Agriculture. The Community Development Block grant fund is for public infrastructure to eliminate deteriorated conditions and foster economic development in historic areas and rural downtown areas. The prospective project will assist with the reconstruction/installation sidewalks, curb cuts/ADA access, pavement repair, underground utilities, and other improvements around the 600 block of E. Baker Street. As part of the grant process, the City completed an RFQ process in order to properly procure an engineer/architectural firm for this project, in order for design costs to be an eligible expense under the grant. The City published an RFQ and emailed direct solicitations to six qualified firms on October 22, 2019. The City received five responsive scoring of qualifications. The Selection Committee (comprised of Marshal McIntosh, Ray Tipton, and Mayor Stephen Haynes) scored all the received proposals and recommend awarding the contract to BRW Architects. The expected engineering budget is around \$60,000 which will be paid from local funds (BMDD) as part of the required grant match. The BMDD will consider the request if approved.

A motion was made by Willey, seconded by Mathis, to award an engineering contract for the Downtown Revitalization and Main Street Program Grant #7219062. Upon vote, motion carried unanimously.

Consider amending the 380 Agreement with Specialty Retailers, Inc.

City Manager Crawford stated that Specialty Retailers, Inc. owns and operates Bealls at 509 W. Commerce in Brownwood, which they are converting to a Gordmans by June 2020.

The City has a Chapter 380 Agreement with Specialty Retailers, Inc. for a sales tax rebate for locating the Bealls store in Brownwood. The Agreement expires on June 30, 2020, and requires that the store operates as a Bealls for the term of the Agreement. Specialty Retailers, Inc. has requested that the City amend the 380 Agreement to allow for the conversion to Gordmans without breach of contract.

A motion was made by Mathis, seconded by Jones, to amend the 380 Agreement with Specialty Retailers, Inc. Upon vote, motion carried unanimously.

Authorize the City Manager to sign an agreement and any subsequent addendums, amendments, and acceptance of additional funds during the term of the contract between the City of Brownwood and the National Association of County and City Health Officials (NACCHO) for \$2,500 to build the capacity of the local Medical Reserve Corps (MRC) beginning upon signing of the agreement through August 31, 2020.

Director of the Brownwood / Brown County Health Department, Lisa Dick stated that this grant is funded through NACCHO from the Department of Health and Human Services' Office of the Assistant Secretary of Preparedness and Response to build local Medical Reserve Corps units. Funding provided from this grant will provide support to the MRC unit and promote regular programs, and activities to the newly implemented MRC. Mrs. Dick explained that this grant is to help educate, and recruit volunteers. There are around seventy-five volunteers signed up at this time. Mrs. Crawford asked if we would continue to apply for the grant. Mrs. Dick stated that we will, but it is very competitive. Councilman Willey asked if other surrounding counties have applied for the grant. Mrs. Dick stated that the closest to apply and receive the grant was Abilene.

A motion was made by McMillian, seconded by Willey, to authorize the City Manager to sign an agreement and any subsequent addendums, amendments, and acceptance of additional funds during the term of the contract between the City of Brownwood and the National Association of County and City Health Officials (NACCHO) for \$2,500 to build the capacity of the local Medical Reserve Corps (MRC) beginning upon signing of the agreement through August 31, 2020. Upon vote, motion carried unanimously.

ORDINANCES AND RESOLUTIONS:

Consider an ordinance on first/final reading amending the Civil Service Pay Ordinance to add the Assistant Fire Chief.

City Manager Crawford stated that the Assistant Fire Chief position was previously removed by Council from the Civil Service Pay Ordinance on April 10, 2018, as per the Meet and Confer Agreement. The Assistant Chief position was moved from a tested position to a position appointed from outside of the department. The Agreement stated that when the Assistant Chief position was vacated after the outside hire, it would return to an inside hire through Civil Service. According to the 2019 Meet and Confer Agreement, the new Fire Chief will hire an internal Assistant Fire Chief within 90 days of employment. Chief Hicks began on January 2nd and has started the process of hiring an Assistant Fire Chief. There were three applicants. The Civil Service Pay Ordinance must be updated to

include the Assistant Fire Chief as a Civil Service position. Additionally, once the Assistant Fire Chief position is filled, the City will reduce its contribution to the Fireman's Relief and Retirement Fund by 1%, as per the Meet and Confer Agreement.

A motion was made by McMillian, seconded by Mathis, to approve an ordinance on first/final reading amending the Civil Service Pay Ordinance to add the Assistant Fire Chief. Upon vote, motion carried unanimously.

ORDINANCE NO. 20-01

AN ORDINANCE CLASSIFYING ALL FIREFIGHTERS AND POLICE OFFICERS OF THE CITY OF BROWNWOOD, TEXAS, PRESCRIBING THE NUMBER OF POSITIONS OF EACH CLASSIFICATION; FIXING THE SALARY FOR EACH CLASSIFICATION; PROVIDING LONGEVITY PAY; PROVIDING CERTIFICATION PAY; PROVIDING FOR POLICE OFFICER RECRUIT HIRING INCENTIVE PAY; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE AND A SAVINGS CLAUSE.

CONSENT AGENDA:

Mayor Haynes asked if the item on the Consent Agenda needed to be removed for discussion. There being none, a motion was made by Jones, seconded by Willey, to approve the Consent Agenda as presented. Upon vote, motion carried unanimously.

Consider a resolution regarding the annual review of the City's investment policy.

RESOLUTION NO. R-20-01

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.

REPORTS:

Riverside Park Bike Trail presented by Terry Blevins

Citizen, Terry Blevins stated that he, his wife, and friends have been working on clearing wildlife trails for bike trails at Riverside Park. There is a one-way course that has been cleared that is around one-mile. Mrs. Blevins has made signs to make the ride/walk more enjoyable. Mr. Blevins stated that he would like to continue on the west side of the park. He has been working with City Engineer, David Lundy. Mr. Lundy is checking to see if they are free to cross Adams Branch during dry weather. Mrs. Crawford asked if they would be installing chat or base on the trail. Mr. Blevins stated that they would not be. He explained that it is a nature trail that the underbrush was cleaned off to obtain access. Mr. Blevins explained that the expansion of the trail may cross the disc golf area. Mrs. Crawford stated that signage may need to be added to warn both parties. Mayor Haynes stated that flood rules are beyond our control but did not see a problem with accessing Adams Branch during dry times.

Firemen's Relief and Retirement Fund funding policy as required by SB 2224.

Chairman of the FR&R Fund, Walter Middleton stated that this is not a new policy. It was prepared and presented to meet the requirements of state law.

Mayor Haynes announced the following dates:

Martin Luther King, Jr. Day – January 20, 2020. City holiday. Ceremony at MKL, Jr. Plaza at 10:30 AM.

State of the City Address – January 24, 2020.

Councilman McMillian thanked Lisa Dick and Marshal McIntosh for applying for and obtaining grant funding.

ADJOURNMENT:

There being no further business to come before the Council at this time, Mayor Haynes declared the meeting adjourned.



STEPHEN E. HAYNES, Mayor

ATTEST:



CHRISTI WYNN, City Secretary