

**REGULAR CALLED MEETING**  
**City Council**  
**June 27, 2023**

The City Council of the City of Brownwood, Texas, met in a Regular Called Meeting on Tuesday, June 27, 2023, at 4:00 p.m., in the Council Chambers, City Hall, 501 Center Avenue, Brownwood, Texas, with the following members present:

<b>Stephen E. Haynes</b>	:	<b>Mayor</b>
<b>HD Jones</b>	:	<b>Councilmember Ward 1</b>
<b>Ed McMillian</b>	:	<b>Councilmember Ward 2</b>
<b>Draco A. Miller</b>	:	<b>Councilmember Ward 4</b>
<b>Walker Willey</b>	:	<b>Councilmember Ward 5</b>
<b>Emily Crawford</b>	:	<b>City Manager</b>
<b>Christi Wynn</b>	:	<b>City Secretary</b>

with Councilmember Melody Nowowiejski 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 Jones.

**INVOCATION:** Invocation was given by Councilmember Miller.

**ITEMS TO BE WITHDRAWN:** None

**INTRODUCTIONS, ANNOUNCEMENTS, AND RECOGNITIONS:** None

**CITIZENS PRESENTATIONS:**

Murselle McMillan previously came to Council requesting help with a building she converted into a restroom that does not meet height requirements according to the Planning and Development Department. She asked for an exception to the requirement. Mayor Haynes requested she appeal the code requirement to the Unified Appeals Board.

**APPROVAL OF MINUTES:**

A motion was made by Miller, seconded by McMillian, to approve the minutes of the Regular Called Meeting on June 13, 2023, 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 McMillian, that the Claims and Accounts dated through June 23, 2023, be approved for payment as submitted. Upon vote, the motion carried unanimously.

**REQUESTS AND PRESENTATIONS:**

**Consider authorizing the City Manager to sign an agreement and any subsequent addendums, amendments, and acceptance of additional funds during the term of the contract with the Health and Human Services Commission for the Senior Citizens Center.**

Angie Dees, Director of the Senior Citizens Center, stated that this is not a new grant, but there are documents that need to be signed that certify past paperwork is correct and adds information for the two newest council members.

A motion was made by McMillian, seconded by Miller, 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 with the Health and Human Services Commission for the Senior Citizens Center. Upon vote, the motion carried unanimously.

**Authorize the use of reserve funds from the Senior Citizen's Center fund for the purchase of chairs and exterior signage for the Senior Citizen's Center.**

Angie Dees, Director of the Senior Citizens Center, stated that they still have funds in the Senior Citizen's Center reserves fund following the completion of the renovation. She would like to purchase chairs for the new room and exterior building signage. This would allow them to complete all related purchases of the renovation and not have to budget for the items next fiscal year. The estimated cost for both items is \$9,200.

A motion was made by Willey, seconded by Jones, to authorize the use of reserve funds from the Senior Citizen's Center fund for the purchase of chairs and exterior signage for the Senior Citizen's Center. Upon vote, the motion carried unanimously.

**Consider ratification of two Building Improvement Incentive Grants by the Brownwood Municipal Development District.**

Ray Tipton, Executive Director of the Brownwood Municipal Development District, stated that the former Kroger building has been purchased by a developer, and the existing building will be renovated for two new tenants. One national retailer has approved a lease on the property and the developer will be renovating the location for this new tenant. The former Kroger space will be split between this tenant and another future tenant. The existing Dollar Tree store will also be renovated as part of this project. The first step in this renovation is asbestos abatement. The estimated cost for the abatement of the building will exceed \$77,000, not including state permit fees. The new owner is applying for the BIIP grant program to help with the cost of the asbestos abatement. The overall renovation cost for this project will exceed \$1 million once complete and will result in a new interior slab, new façade, and new interior finishes and fixtures, specific to the specs for the new national retailer. This project qualified for a 50% matching grant not to exceed \$25,000 and was approved by the Brownwood Municipal Development District Board on June 26<sup>th</sup>.

A motion was made by Miller, seconded by McMillian, to ratify the BMDD Board action to approve a Building Improvement Incentive Program (BIIP) grant in the amount of

\$25,000 to Tabat Properties, Ltd. for a property located at 302 N. Main Street. Upon vote, the motion carried unanimously.

Mr. Tipton stated that Scott Morelock owns the building located at 207 N. Fisk and operates a law office. The building is needing to be painted inside and out and has rotted wood around the doors and windows. The estimated cost to paint the entire interior and exterior of the building and repair windows and doors totals \$40,000. The project qualifies for a 50% matching grant not to exceed \$10,000 and was approved by the Brownwood Municipal Development District Board on June 26<sup>th</sup>.

A motion was made by Jones, seconded by Willey, to ratify the BMDD Board action to approve a Building Improvement Incentive Program (BIIP) grant in the amount of \$10,000 to Scott Morelock for a property located at 207 N. Fisk. Upon vote, the motion carried unanimously.

**BIDS:**

**Consider awarding a bid for the Coggin Park walking trail.**

Roland Soto, Director of Parks and Recreation, stated that the 2022-2023 budget includes funds for the reconstruction of the Coggin Park walking trail as a Council priority project. City Staff has worked internally to develop a plan and specs for the reconstruction project and accepted bids beginning June 1st. Bids were opened on Thursday, June 22nd. Under this proposal, a new 8-foot wide, concrete sidewalk will be constructed to replace the existing walking trail components on the approved route. City staff will demolish the existing walking trail before the contractor begins construction of the new trail. This project is part of an overall capital improvement project in Coggin Park that also includes the renovation of the tennis courts. The bids received were Ribble Concrete \$139,325; Tony's Concrete \$151,200; Gage & Cade Construction \$168,175; and Covington Contracting \$224,480.25.

A motion was made by Miller, seconded by Jones, to accept the bid from Ribble Concrete of \$139,325 for the Coggin Park Walking Trail. Upon vote, the motion carried unanimously.

**ORDINANCES AND RESOLUTIONS:**

**Consider an ordinance on second and third/final reading for a request to change the zoning classification of Abstract 576, Survey 278, Blocks 18 and 19, Kerr County School Land, 15.08 acres, located between the boundary roads of Mustang Drive and Sam Houston Drive; Horseshoe Trail and Longhorn Lane; from R-1 Single Family Residential District to R-2 Two Family Residential District.**

Mayor Haynes asked if there was anyone that would like to speak. There being no one, Mayor Haynes asked the City Secretary to read the ordinance. After the reading of the ordinance, a motion was made by McMillian, seconded by Miller, to approve the ordinance on second reading changing the zoning classification of Abstract 576, Survey 278, Blocks 18 and 19, Kerr County School Land, 15.08 acres, located between the boundary roads of Mustang Drive and Sam Houston Drive; Horseshoe Trail and Longhorn Lane; from R-1

Single Family Residential District to R-2 Two Family Residential District. Upon vote, the motion carried unanimously.

A motion was made by Willey, seconded by Jones, to approve the ordinance on third/final reading changing the zoning classification of Abstract 576, Survey 278, Blocks 18 and 19, Kerr County School Land, 15.08 acres, located between the boundary roads of Mustang Drive and Sam Houston Drive; Horseshoe Trail and Longhorn Lane; from R-1 Single Family Residential District to R-2 Two Family Residential District. Upon vote, the motion carried unanimously.

**ORDINANCE NO. 23-06**

**AN ORDINANCE AMENDING THE ZONING ORDINANCE AND MAP OF THE CITY OF BROWNWOOD, TEXAS, CHANGING THE ZONING CLASSIFICATION OF ABSTRACT 576, SURVEY 278, BLOCKS 18 AND 19, KERR COUNTY SCHOOL LAND, 15.08 ACRES, LOCATED BETWEEN THE BOUNDARY ROADS OF MUSTANG DRIVE AND SAM HOUSTON DRIVE; HORSESHOE TRAIL AND LONGHORN LANE, FROM R-1 SINGLE FAMILY RESIDENTIAL DISTRICT TO R-2 TWO FAMILY RESIDENTIAL DISTRICT; PROVIDING A SEVERABILITY CLAUSE; A SAVINGS CLAUSE; AND SETTING AN EFFECTIVE DATE.**

**REPORTS:**

**Budgetary Control Report**

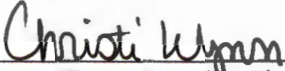
Finance Director, Melanie Larose, presented the Budgetary Control Report through May 31, 2023. This represents eight months and 66.6% of our fiscal year. The Budget Summary shows revenue at 77.42% and expenses at 65.39%. The Summary of Revenue shows we have collected \$30,665,396. The Total Revenue pie chart showed Ad Valorem Tax at 22%, Sales Tax revenue at 16%, Water revenue at 15%, and Sewer revenue at 9%. The Total Expenditures pie chart shows Water at 17%; Police at 11%, Fire at 10%, and Landfill at 9%. The Comparative Investment Balance shows we have \$15,467,908 in operating funds. In designated funds, we have \$2,153,866 for a total investment of \$17,621,774. The number of days in reserves is 162 compared to last year's number of 148. Sales Tax analysis through June - shows we collected 14.3% compared to budget or 6.3% compared to last year. For the end of May, we are up \$818,398 or 17.7% and up \$419,794 compared to last year or 8.4%. The Water Consumption and Sales Analysis as of the end of May shows we have collected \$4,586,710 which is up \$332,180 or 4.7% compared to last year and \$193,447 or 2.7% compared to budget.

**The City will be closed on July 4th, in observance of Independence Day.**

**ADJOURNMENT:**

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

**ATTEST:**

  
CHRISTI WYNN, City Secretary

  
STEPHEN E. HAYNES, Mayor