

**REGULAR CALLED MEETING  
City Council  
June 25, 2019**

The City Council of the City of Brownwood, Texas, met in a Regular Called Meeting on Tuesday, June 25, 2019, at 9:00 a.m., in the Council Chambers, City Hall, 501 Center Avenue, Brownwood, Texas, with the following members present:

- |                          |          |                            |
|--------------------------|----------|----------------------------|
| <b>Stephen E. Haynes</b> | <b>:</b> | <b>Mayor</b>               |
| <b>HD Jones</b>          | <b>:</b> | <b>Councilman – Ward 1</b> |
| <b>Ed McMillian</b>      | <b>:</b> | <b>Councilman – Ward 2</b> |
| <b>Larry Mathis</b>      | <b>:</b> | <b>Councilman – Ward 3</b> |
| <b>Draco Miller</b>      | <b>:</b> | <b>Councilman – Ward 4</b> |
| <b>Walker Willey</b>     | <b>:</b> | <b>Councilman – Ward 5</b> |
| <b>Pat Chesser</b>       | <b>:</b> | <b>City Attorney</b>       |
| <b>Emily Crawford</b>    | <b>:</b> | <b>City Manager</b>        |
| <b>Christi Wynn</b>      | <b>:</b> | <b>City Secretary</b>      |

with no members 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 Mathis.
- ITEMS TO BE WITHDRAWN:** None
- INTRODUCTIONS, ANNOUNCEMENTS, AND RECOGNITIONS:** None
- CITIZENS PRESENTATIONS:** None

**APPROVAL OF MINUTES:**  
A motion was made by McMillian, seconded by Miller, to approve the minutes of the Regular Called Meeting on June 11, 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 Miller, seconded by Jones, that the Claims and Accounts dated through June 21, 2019, be approved for payment as submitted. Upon vote, motion carried unanimously.

**PUBLIC HEARING:**  
**Conduct a Public Hearing and consider an Ordinance on first reading to close a 15' wide undeveloped alley located in the Ford Addition, Block 3, between Avenue B and the alley between First and Second Street.**

Mayor Haynes opened the Public Hearing. City Engineer, David Lundy, stated that a petition and deposit was received on June 4, 2019, from Randy Pierce and Sandra Franklin both of Avenue B in Brownwood, requesting the closure of the 15' wide 153' long

undeveloped alley located in the Ford Addition, Block 3, between Avenue B and the alley between First Street and Second Street. A search was conducted and there are no documented water, sewer, gas, phone, or electrical utilities within this alley, and it is not used for traffic or trash pick-up. It is the practice of the City to retain the right to reserve easements necessary for existing utilities within the alley, if they exist, or require relocation. Should the closing require relocation of utilities, such relocation shall be at applicant's expense.

There being no others to speak, Mayor Haynes closed the public hearing and asked for the City Secretary to read the Ordinance. A motion was made by Willey, seconded by Mathis, to approve the Ordinance on *first reading* to close a 15' wide undeveloped alley located in the Ford Addition, Block 3, between Avenue B and the alley between First and Second Street. Upon vote, motion carried unanimously.

ORDINANCE NO. 19-

AN ORDINANCE ORDERING THE CLOSING, VACATING, AND ABANDONING OF AN UNDEVELOPED ALLEY LOCATED IN THE FORD ADDITION, BLOCK 3 BETWEEN AVENUE B AND THE ALLEY BETWEEN FIRST AND SECOND STREET; FINDING THAT A PROPER PETITION HAS BEEN RECEIVED FROM THE OWNERS OF THE PROPERTY ABUTTING AND ADJOINING SAID ALLEY TO BE CLOSED; FINDING THAT CLOSING, VACATING, AND ABANDONING OF SAID ALLEY IS TO THE BEST INTEREST OF THE CITY OF BROWNWOOD AND ITS CITIZENS; FINDING THAT SAME SHOULD BE CONVEYED BY QUIT CLAIM DEED TO THE ABUTTING LANDOWNERS AND OWNERS OF RECORD OF THE ALLEY VACATED; AND AUTHORIZING THE MAYOR TO EXECUTE SUCH DEED FOR THE CONSIDERATION SPECIFIED HEREIN.

**REQUESTS AND PRESENTATIONS:**

**The Utility Department is requesting authorization to move funds totaling \$145,000 within the current budgets in order to purchase water meter antennas for automatic meter reading before the end of the fiscal year.**

Utility Director, Henry Wied, stated that the City began buying and installing Automatic Meter Reading (AMR) compatible meters in 2010 and have installed approximately 2,000 meters with 308 connectors. It has been anticipated for several years that we would convert to an AMR system, but budget constraints have not allowed for the implementation. The antennas with 308 connectors are being phased out of production by the vendor (Badger Meter) and will be obsolete in a few years. The antennas with 308 connectors have a 10 year warranty and cost approximately \$80 apiece. The meters we have installed have a 10 year warranty and a lifespan of about 20 years. The cost for a new ¾" meter is \$138. If the City is going to move to the AMR system in the future, we need to purchase the antennas before they are discontinued and the investment of an AMR meter is not realized. In next year's budget request, we are recommending phasing in the AMR system through existing Department 21 and 22 (Water and Wastewater) budgets. We anticipate it will take 4 to 5 years to convert the entire system to AMR, but it will not require a bond to fund the project. Typically, Department 21 and 22 would use funds at the end of a fiscal year to

purchase large quantities of pipe for anticipated water and sewer projects for the next year. With an AMR system anticipated, we would like to use these funds from the current 2018-19 budget to purchase meter antennas for the existing meters. The City does not have any major utility projects that will require large amounts of pipe and the current inventory has enough for repairs throughout the next year. The reason for the timing of this request is so that we have enough time to purchase the antennas before the end of the fiscal year and get started installing them. We are requesting the purchase of the software and related equipment in the 2019-2020 budget. If that is approved, then we can begin phasing in AMR as soon as January, 2020. Even if the AMR software and related equipment is not approved in the coming budget, we will need the antennas if the existing meters are to be compatible for AMR.

Mr. Middleton explained that by committing to this purchase, we are ultimately committing to the AMR system. Mrs. Crawford stated that we can still phase it in over time, possibly over the next four to five years. The cost for implementing AMR all at once is over \$2 million. Councilman Mathis asked if there was a need to purchase pipe at this time. Mr. Wied stated that there is a stockpile and at this time it is not needed. He explained that he has funds in next year’s budget for more pipe. Councilman Willey asked what the potential savings would be. Mr. Wied stated that it takes two employees three weeks to physically read all of the meters. Those employees could be transferred to other positions. We currently turn off water after two months of non-payment. This system would allow us to change the policy and turn water off sooner and would allow us to have a lower debt ratio. The automatic reader also reduces the probability of human error and allows for leaks to be detected quickly. Mayor Haynes stated that other cities around us already have an automatic meter reading system and their customers are able to log-in to monitor their water use.

Mr. Wied requested to move the following amounts with a budget amendment at the end of the year:

From: 21-04-40	Water Mains: Repair & Maintenance	\$60,000
21-04-50	Water Main Replacement Program	\$45,000
22-04-40	Sewer Mains: Repair & Maintenance	\$10,000
22-04-50	Sewer Main Replacement Program	\$30,000
To: 21-04-43	Meters & Meter Boxes	\$145,000

A motion was made by Willey, seconded by Mathis, to authorize moving funds totaling \$145,000 within the current budgets in order to purchase water meter antennas for Automatic Meter Reading before the end of the fiscal year. Upon vote, motion carried unanimously.

**Consider, discuss, and approve an amendment to the Chapter 380 Agreement between the City and the BMDD transferring \$500,000 back to the City.**

Brownwood Municipal Development District, Executive Director, Ray Tipton, stated that the City and BMDD originally entered into a Chapter 380 Economic Development Agreement effective September 30, 2016, where the City transferred \$2,202,311.23 to the

BMDD, among other assets, received from the Brownwood Economic Development Corporation (BEDC), after the dissolution of the BEDC following the May 7, 2016 election terminating the BEDC and creating the BMDD, for economic development purposes. On September 26, 2017, the City and the BMDD entered into a first amendment to the Agreement transferring certain escrow/reserve funds in the amount of \$292,251 back to the City for a specific project. The benefit of this agreement would allow additional flexibility for Brownwood to participate in economic development projects that have a positive economic impact to the City.

A motion was made by McMillian, seconded by Jones, to approve an amendment to the Chapter 380 Agreement between the City and the BMDD transferring \$500,000 back to the City. Upon vote, motion carried unanimously.

**CONSENT AGENDA:**

A motion was made by Mathis, seconded by Willey, to approve the items on the Consent Agenda as presented. Upon vote, motion carried unanimously.

**Consider ratification of BMDD Board action for a Building Improvement Incentive Program (BIIP) grant to William Stephen Ellis not to exceed \$10,935 for a property located at 108 W. Anderson**

**Consider ratification of BMDD Board action for a Building Improvement Incentive Program (BIIP) grant to Painter & Johnson Financial not to exceed \$3,037 for a property located at 201 W. Adams.**

**Consider ratification of BMDD Board action for a Building Improvement Incentive Program (BIIP) grant to Alejandra Ortega not to exceed \$20,000 for a property located at 528 W. Commerce.**

**REPORTS:**

**City closed for July 4th**

**EXECUTIVE SESSION:**

Council convened into Executive Session at 9:25 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**

**Section 551.074 – Personnel Matters**

- A. City Manager Evaluation continued
- B. Shepherd vs. City of Brownwood

Council reconvened into open session at 10:15 a.m.

**ACTION TAKEN AS A RESULT OF THE EXECUTIVE SESSION:**

Section 551.071 – Consultation with Attorney

Section 551.074 – Personnel Matters

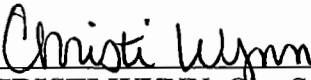
- A. No action was taken.
- B. No action was taken.

**ADJOURNMENT:**

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

  
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 STEPHEN E. HAYNES, Mayor

**ATTEST:**

  
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 CHRISTI WYNN, City Secretary