

**REGULAR CALLED MEETING  
City Council  
May 11, 2021**

The City Council of the City of Brownwood, Texas, met in a Regular Called Meeting on Tuesday, May 11, 2021, at 10:00 a.m., in the Council Chambers, City Hall, 501 Center Avenue, Brownwood, Texas, with the following members present:

<b>Stephen E. Haynes</b>	:	<b>Mayor</b>
<b>HD Jones</b>	:	<b>Council Member Ward 1</b>
<b>Ed McMillian</b>	:	<b>Council Member Ward 2</b>
<b>Larry Mathis</b>	:	<b>Council Member Ward 3 (outgoing)</b>
<b>Melody Nowowiejski</b>	:	<b>Council Member Ward 3 (incoming)</b>
<b>Draco Miller</b>	:	<b>Council Member Ward 4</b>
<b>Walker Willey</b>	:	<b>Council Member Ward 5</b>
<b>Pat Chesser</b>	:	<b>City Attorney</b>
<b>Emily Crawford</b>	:	<b>City Manager</b>
<b>Christi Wynn</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.  
 The Mayor and each Council Member gave their farewell sentiments to Council Member Mathis.

**CANVASSING VOTES FOR THE 2021 SPECIAL ELECTION:**  
 Brown County Elections Administrator, Larry Franks, gave the following results:

<b>Council Member Ward 3</b>	Absentee Voting	Early Voting	Election Day	Total
Linda Heitman	10 or 66.67%	20 or 20.00%	14 or 24.56%	44 or 25.58%
<b>Melody Nowowiejski</b>	5 or 33.33%	80 or 80.00%	43 or 75.44%	<b>128 or 74.42%</b>

He presented the official results to the City Secretary.

**CONSIDER AN ORDINANCE ON FIRST/FINAL READING CANVASSING VOTES FOR THE MAY 1, 2021, SPECIAL ELECTION AND DECLARING THE RESULTS.**

Mayor Haynes asked the City Secretary to read the ordinance. After the reading of the ordinance, a motion was made by McMillian, seconded by Mathis to approve the ordinance on first/final reading canvassing the votes for the May 1, 2021, Special Election and declaring the results. Upon vote, motion carried unanimously.

**ORDINANCE NO. 21-07**  
**AN ORDINANCE CANVASSING THE VOTES FOR THE CITY OF BROWNWOOD SPECIAL ELECTION HELD ON MAY 1, 2021, FOR THE ELECTION OF COUNCIL MEMBER WARD 3; AND DECLARING THE RESULTS OF THE ELECTION.**

**STATEMENT OF ELECTED OFFICER AND OATH OF OFFICE:**

The Statement of Elected Officer and Oath of Office were given to Melody Nowowiejski by the City Secretary. Council Member Nowowiejski took her place at the dais.

**ITEMS TO BE WITHDRAWN:** None

**INTRODUCTIONS, ANNOUNCEMENTS, AND RECOGNITIONS:**

City Manager Crawford recognized Assistant City Manager of Public Works, Tim Airheart, on his retirement from the City. This is his last Council Meeting. Mayor Haynes congratulated him for thirty years of dedicated service.

**CITIZENS PRESENTATIONS:** None

**APPROVAL OF MINUTES:**

A motion was made by Willey, seconded by McMillian, to approve the minutes of the Regular Called Meeting on April 27, 2021, as presented. Upon vote, motion carried unanimously.

**CLAIMS AND ACCOUNTS:**

Finance Director, Melanie Larose, introduced the new Chief Accountant, Leah Thomas, and gave a brief bio. She then answered questions regarding the checklist. A motion was made by McMillian, seconded by Nowowiejski, that the Claims and Accounts dated through May 7, 2021, be approved for payment as submitted. Upon vote, motion carried unanimously.

**REQUESTS AND PRESENTATIONS:**

**Margaret Somereve with TCAP – Texas Coalition for Affordable Power would like to present a plaque to the City.**

Ms. Somereve stated that the City of Brownwood is one of the founding members along with 87 other cities. There were 56 in the Cities Aggregation Power Project (CAPP) and 32 in the South Texas Aggregation Power Group. They have now merged to TCAP and have 168 members. Ms. Somereve presented a plaque to the City for 20 years of membership.

**Consider approval of a street maintenance list.**

Assistant City Manager, Tim Airheart, stated that the Street Department has approximately \$172,000 remaining for street repairs this fiscal year. The original appropriation was \$365,000 in the FY 2020-2021 budget. Two major projects (16<sup>th</sup> Street and River Oaks Drive) were not completed in FY 2019-2020 and carried over into the fall, reducing the

funds available for street repair this summer. Staff is presenting a list of streets for repair in order of priority based on the need for maintenance and length of time on the street repair list. Melwood has been on the street rehab list since the last bond was issued. We will be patching the utility cuts on 1<sup>st</sup> and 2<sup>nd</sup> Streets in the coming weeks. Based on available funds, the first three streets on the list will take all available funds. Weather permitting, the Street Department will continue to work down the list when the new fiscal year begins in October.

Street Project List 2020-2021					
Street	From	To	Work To Be Done	Cost	
N. Broadway	Center	377	Seal Coat and levelup	\$23,800	
Melwood	W. Austin	Mayes	Seal Coat and levelup	\$54,400	
Melwood	Coleman	W Austin	Seal Coat and levelup	\$89,200	
Beaver	W. Austin	W. Commerce	Repair abutment failure; Seal Coat, and Levelup	\$30,795	
Cordell	Austin	FM 3254	Pull edges, Base Failures, Seal Coat, and Levelup	\$83,000	
Indian Creek Road	Milam	FM 45	Seal Coat and levelup	\$44,000	
CC Woodson	City limits	Milton	Seal Coat	\$58,000	
10th	Ave. K	Coggin	Seal Coat	\$43,000	
W. Anderson	Cordell	Melwood	Seal Coat	\$15,900	
1st St.	Ave. A	Brady	Seal Coat	\$4,750	
2nd St.	Brady	Fisk St.	Seal Coat	\$11,450	
Total Cost of Project List:				\$458,295.00	
				Approved Budget	Funds Remaining
10-5-09-04-39 Street and Alley Repairs:				\$65,000	\$50,076
10-5-09-04-50 Street Rehab Program:				\$300,000	\$122,527
Total Funding:				\$365,000	\$172,603

Mayor Haynes suggested a special purpose fund to be set up to roll over any funds left in the budget, to be used towards street repairs in the next year. Tim Airheart replied that all funds have been used the past few years.

A motion was made by Miller, seconded by McMillian, to approve the street maintenance list as presented. Upon vote, motion carried unanimously.

#### **CONSENT AGENDA:**

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

**Consider authorizing the City Manager to sign an agreement and any subsequent addendums, amendments, and acceptance of additional funds during the term of the existing grant contract and the additional funding for COVID-19 activities, on behalf of Brownwood / Brown County Health Department with the Texas Department of State Health Services to continue providing immunization services to our community.**

**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 Department of State Health Services.**

**REPORTS:****COVID-19 and Vaccination Update**

Health Department Administrator, Lisa Dick, stated that there have been 4,255 total COVID cases in Brown County. This past week, there were 20 additional cases, with 15 current active cases. There was a delay in reporting from some other sources. There are 2 people hospitalized, and 1 death, bringing the death toll to 137. There have been 10,256 people that have received their first round of the vaccination, and 8,793 second doses have been administered, or 28% of Brown County. The Health Department continues to give vaccinations on Tuesday and Thursday and is giving the Moderna, and Johnson and Johnson vaccinations. At this time no additional vaccinations or supplies are being requested.


**Budgetary Control Report**

Finance Director Larose presented the Investment Report for the quarter ended March 31, 2021. September 30, 2020, and December 31, 2020, Investment Reports were in the packet for review but were not discussed at the meeting. She began with the TexPool Investment Report showing an interest rate of .0005. The quarter ended with an investment balance of \$9,788,895 and earning \$1,197 in interest. TexStar showed an interest rate of .0004. The quarter ended with an investment balance of \$8,340,595 and earned \$690. The total investment balance was \$18,129,490 and earned \$1,887 in interest. The Depository Pledge Listing shows that we were adequately covered. The total balance at Citizens National Bank was \$335,591 and we were pledged at \$5,402,073. A pie chart showing the investment breakdown shows TexPool at 54% and TexStar at 46%. The Type of Investment pie chart shows 54% in Operating Funds, 34% in Special Use Reserve Funds, and 10% in Internal Designated Funds. A line graph of Investments by Type in Operating Funds shows – 1<sup>st</sup> Quarter 2018 \$13,283,295; 1<sup>st</sup> Quarter 2019 \$14,691,932; 1<sup>st</sup> Quarter 2020 \$16,421,527; and 1<sup>st</sup> Quarter 2021 \$18,129,490. A line graph of Investment Interest Earnings for the 1<sup>st</sup> Quarter 2018 was \$51,593; 1<sup>st</sup> Quarter 2019 \$94,756; 1<sup>st</sup> Quarter 2020 \$58,822; and 1<sup>st</sup> Quarter 2021 \$1,887. She stated because of this we will not meet our interest income budget and is projecting (-\$100,000) shortfall. A line graph of Investment Pools Interest Rate Comparison shows that we earned from TexPool .0005%, and TexStar .0004%.

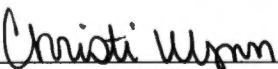
**ADJOURNMENT:**

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

A reception was held for outgoing Council Member, Larry Mathis, and incoming Council Member, Melody Nowowiejski.

  
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 STEPHEN E. HAYNES, Mayor

**ATTEST:**

  
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 CHRISTI WYNN, City Secretary