

State of Texas

County of Brazoria

City of Freeport

BE IT REMEMBERED, that the City Council of Freeport, Texas met on Monday, July 1, 2019 at 6:00 p.m. at the Freeport Police Department, Municipal Court Room, 430 North Brazosport Boulevard, Freeport Texas for the purpose of considering the following agenda items:

City Council: Mayor Troy Brimage  
Councilman Brooks Bass  
Councilman Ken Green  
Councilwoman Sandra Loeza - ABSENT  
Councilman Roy E. Yates

Staff: Tim Kelty, City Manager  
Laura Tolar, Asst. City Secretary/Special Projects Coordinator  
Chris Duncan, City Attorney  
Nat Hickey, Property Manager  
Brian Dybala, Golf Course Director  
Ray Garivey, Police Chief  
Stephanie Russell, Finance Director  
David Hoelewyn, Street Department Director  
Loni Kershaw, Human Resources Director  
Courtland Holman, Economic Development Director  
Jerry Meeks, Veolia  
Donna Fisher, Human Resources Clerk

Visitors: Larry Fansher Mario Muraira  
Edmeryl Williams Angie Williams

Call to order.

Mayor Troy Brimage called the meeting to order at 6:00 p.m.

Citizen's Comments

Larry Fansher spoke regarding 25' lot size development.

**PRESENTATIONS/ANNOUNCEMENTS: Announcements by Mayor, City Council and/or Staff**

Receive for filing the Audited Comprehensive Annual Financial Report and Auditor's Opinion for the Fiscal Year ended September 30, 2018.

Chris Breaux the Whitley Penn presented to council the audit report for the 2018-2019 audit.

Presentation of first quarter financials.

Finance Director Stephanie Russell presented to council the first quarter 2018-2019 financials.

## **CONSENT AGENDA**

Consideration and possible action on the approval of City Council meeting minutes from June 17, 2019 and June 22, 2019.

Consideration of approving Resolution No. 2019-2595 designating Parks Director Kim Townsend to act for and on behalf of the City of Freeport in dealing with the State of Texas General Land Office for the purpose of applying for state assistance to clean and maintain the public beaches and authorizing the city manager to execute any and all documents.

On a motion by Councilman Bass, seconded by Councilman Yates, with all present voting “Aye”, Council unanimously approved the consent agenda.

## **REGULAR SESSION**

Consideration of approving Resolution No. 2019-2592 approving the conveyance of property owned by the City of Freeport on Bryan Beach conveyed from the Texas Parks and Wildlife Department back to Texas Parks & Wildlife and reconveying a portion back to the City.

City Manager Tim Kelty presented a map to council illustrating the area that would be given back Texas Parks and Wildlife. Mr. Kelty stated that they sent a letter giving the city assurance that they would not take any more property back.

On a motion by Councilman Bass, seconded by Councilman Yates, with all present voting “Aye”, Council unanimously approved approving Resolution No. 2019-2592 approving the conveyance of property owned by the City of Freeport on Bryan Beach conveyed from the Texas Parks and Wildlife Department back to Texas Parks & Wildlife and reconveying a portion back to the City with approval of Chris Duncan.

Discuss and consider approving Resolution No. 2019-2596 authorizing the establishment of an assistant city manager position

Mayor Troy Brimage stated that the Finance Director Stephanie Russell has been an asset to the city and doing a good job. Her salary would be raised approximately \$30,000 per year.

Mr. Kelty said that it would go up about 25% with benefits.

Councilman Brooks Bass questioned if Mr. Kelty could delegate the responsibilities without adding this position.

Mr. Kelty stated that Ms. Russell would have dual capacity and that he currently spends about 15 hours per week with directors.

Mr. Bass asked if Ms. Russell leaves would that leave two open positions.

Mr. Kelty responded that the city would promote or fill the two positions.

Mr. Bass asked if the pay increase was budgeted.

Mr. Kelty said that it would be budgeted in the 2019-2020 budget and no additional funding is needed this year.

Mr. Bass stated that he hopes that Ms. Russell understood that she will not be receiving a raise for the next budget year.

On a motion by Councilman Green, seconded by Councilman Yates, with all present voting "Aye", Council unanimously approved Resolution No. 2019-2596 authorizing the establishment of an assistant city manager position.

Consideration and Possible Action regarding Resolution No. 2019-2597 establishing an Employee Benefits Trust

Ms. Russell stated that currently the City belongs to the TML Pool. She said that she recommends someone outside the pool and council will oversee the health care package.

Mr. Kelty stated that this is necessary because the city went out for bids, and may be considering a carrier other than TML.

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting "Aye", Council unanimously approved Resolution No. 2019-2597 establishing an Employee Benefits Trust.

Consideration of approving of change order #3 to contract with Sorrell Construction for 2019 Concrete Road Street Project.

Additional work was found to exist on 10<sup>th</sup> and 11<sup>th</sup> Streets.

Councilman Bass asked about the status of Pecan Street and if it will be completed before school starts.

Street Department Director David Hoelewyn stated that he would report back at the next council meeting regarding the status of the street.

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting "Aye", Council unanimously approved change order #3 to contract with Sorrell Construction for 2019 Concrete Road Street Project.

Discuss and consider approving the cost to reroof the Freeport Historical Museum/Brazosport College

This item was tabled.

Discuss and consider approving Resolution No. 2019-2598 authorizing the submission of a community development block grant disaster recovery (CDBG-DR) application to the Texas general land office and authorizing the city manager to act as the city's executive officer and authorized representative in all matters pertaining to the city's participation in the CDBG-DR program

Fire Chief Chris Motley informed council that this was a change from the previous grant application presented to council. The current project would be to replace a component at the wastewater treatment plant.

Mr. Kelty stated to qualify for this block grant, projects have had to have sustained damages from Hurricane Harvey. Chief Motley stated that Mercer would perform the engineering.

Councilman Bass stated that since we do not know the scope of work, we do not know the cost.

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting “Aye”, Council unanimously approved Resolution No. 2019-2598 authorizing the submission of a community development block grant disaster recovery (CDBG-DR) application to the Texas general land office and authorizing the city manager to act as the city’s executive officer and authorized representative in all matters pertaining to the city’s participation in the CDBG-DR program.

**WORK SESSION:**

Mayor Brimage asked staff to give the Parks Department all the support and resources available to complete the splash pad. Mayor Brimage stated that a resident was curious if they could have the tree that was cut down near the demolished Freeport House for firewood. He also inquired about filling the area in the levee from the Freeport House with sod and seed.

Councilman Ken Green addressed the railroad crossing on Cherry Street. He asked that we put asphalt down to make the crossing safer for vehicles. He added that in Ward A there has been some youth making repairs to homes like wheelchair ramps and have done a great job and were very enthusiastic.

Councilman Brooks Bass stated that he had been out to 5<sup>th</sup> & Yaupon with David Hoelewyn.

Councilman Yates stated there were a lot of houses that need to be demolished and he would prepare a list. He also questioned the status of the Wong property.

City Manager Tim Kilty said that there had been an emergency management meeting at the Fire Station. He added that the Mexican Consulate was in City Hall.

Update on reports / concerns from Department heads

Museum Director LeAnn Strahan announced that the shark exhibit would be opening soon and 2019 Kidfest is right around the corner.

Parks Director Kim Townsend said we have the Fishin’ Fiesta starting soon. Parks crew is working hard on the splash pad. Also, the city is looking forward to the upcoming Billfish Classic.

Golf Course Director Brian Dybala stated that the golf course had received 15 3/4” of rain in one month. Even with the rain the golf course was able to meet their revenue goals. Mr. Dybala added that his merchandise sales were up along with memberships. He said that the golf course was up \$20,000 this year.

Street Department David Hoelewyn informed council that the street department had been working on sidewalks, driveways, potholes on Ave. Q and removing trash from inlets.

Economic Development Coordinator Courtland Holman said that he was working on development opportunities and that he had submitted Wong’s property location as an area available.

Fire Chief Chris Motley stated there had been a structure fire in which a pet had died.

Finance Director Stephanie Russell informed council that there would be an update to the financial software and staff were working on departmental budgets.

Open session was closed at 7:24 pm and Council entered into Executive Session.

**CLOSED SESSION:**

Executive Session regarding economic development (Projects 2019-2 and 2019-3) in accordance with Vernon's Texas Government Code Annotated, Chapter 551, 551.087

**REGULAR SESSION**

Mayor Troy Brimage opened regular session at 8:02 pm

Consideration in open session of taking action on any matter discussed in closed executive session

No action taken.

Adjourn

On a motion by Councilman Bass, seconded by Councilman Green, with all present voting "Aye", Mayor Brimage adjourned the meeting at 8:03 PM.

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Mayor, Troy Brimage  
City of Freeport, Texas

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Assistant City Secretary, Laura Tolar  
City of Freeport, Texas