

**REGULAR CALLED MEETING
City Council
June 28, 2022**

The City Council of the City of Brownwood, Texas, met in a Regular Called Meeting on Tuesday, June 28, 2022, 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	:	Councilmember Ward 1
Ed McMillian	:	Councilmember Ward 2
Melody Nowowiejski	:	Councilmember Ward 3
Draco Miller	:	Councilmember Ward 4
Walker Willey	:	Councilmember Ward 5
Emily Crawford	:	City Manager
Pat Chesser	:	City Attorney
Amanda Coers	:	Administrative Assistant
Christi Wynn	:	City Secretary (by recording)

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 Councilmember Jones.
INVOCATION: Invocation was given by Councilmember Miller.
ITEMS TO BE WITHDRAWN: None
CITIZENS PRESENTATIONS: None

APPROVAL OF MINUTES:

A motion was made by McMillian, seconded by Willey, to approve the minutes of the Regular Called Meeting on June 14, 2022, as presented. Upon vote, motion carried unanimously.

Councilmember Miller thanked the City for everything they did for the Juneteenth Celebration.

CLAIMS AND ACCOUNTS:

Chief Accountant, Leah Thomas was available for questions regarding the checklist. A motion was made by Nowowiejski, seconded by Miller, that the Claims and Accounts dated through June 24, 2022, be approved for payment as submitted. Upon vote, motion carried unanimously.

REQUESTS AND PRESENTATIONS:

Re-recognition of the Brownwood Police Department.

Mrs. Crawford stated that the plaque has not been delivered and we will put the item back on the agenda when it arrives.

Consider approving a lease of a 2007 Isuzu 100LL Refueler truck for the Airport.

Director of Public Works, Henry Wied, stated that the Airport's old refueler is a 1987 Ford F700 that can no longer be repaired due to parts availability. While this unit has been down for the last 6 months, pilots have had the option to fill up either by self-service or would request that the City tow their unit to the fuel pump for full service. To eliminate any chances of damaging a plane while towing it for full-service, City personnel would request that a refueling truck be leased from AvFuel Corp for \$850 per month. AvFuel will be responsible for any major repairs to the drivetrain and belly valve during the lease, while the City is responsible for all maintenance items. This truck would be on a month-to-month lease and is not available for a lease purchase agreement, a lease purchase agreement could be an option in the future when a truck becomes available. If approved, the remainder of this budget cycle would cost \$2,550. The lease cost per year for future budgets will be \$10,200. The yearly cost of a new unit for 5 years would be \$25,998 totaling approximately \$130,000. Councilmember Willey asked about the 1987 Ford F700. Mr. Wied explained that it was already declared as surplus property and will be auctioned or scrapped.

A motion was made by Willey, seconded by Nowowiejski, to approve a lease for a 2007 Isuzu 100LL Refueler truck for the Airport. Upon vote, motion carried unanimously.

ORDINANCES AND RESOLUTIONS:

Consider an ordinance on second and third/final reading amending the City's Code of Ordinances by adding in Chapter 10, Article IV, entitled Game Rooms and Amusement Redemption Machines.

Mr. Chesser presented a revised ordinance adding exemption/grandfather language as follows:

Sec. 10-217 Requirements for existing game rooms; exemptions.

(a) Any game room that has a certificate of occupancy issued by the City and has continually operated and existed on or before the effective date of this ordinance shall have ninety (90) days to obtain a license as required herein and comply with all terms of this ordinance except as provided in Section 10-217(b).

(b) Any game room that has a certificate of occupancy issued by the City and has continually operated and existed on or before the effective date of this ordinance shall be exempt from the requirement that a game room have windows on at least two (2) sides of the building and that windows shall be at least four feet wide and five feet tall, as set forth in Sec. 10-206(a) and (a)(1) of this ordinance if the existing building does not have windows on two sides of the building and/or if the windows do not meet the minimum size. These exemptions will expire if the existing game room is remodeled, added to, or enlarged, that requires a building permit issued by the City or if the game room does not continuously operate.

Mayor Haynes requested the ordinance be read. After the reading of the ordinance, a motion was made by Nowowiejski, seconded by Willey, to amend the language as provided and presented regarding the additions to Sec. 10-217. Upon vote, motion carried unanimously.

A motion was made by Willey, seconded by Nowowiejski, to approve the ordinance on second reading amending the City's Code of Ordinances by adding Chapter 10, Article IV, entitled Game Rooms and Amusement Redemption Machines. Upon vote, motion carried unanimously.

A motion was made by Miller, seconded by Nowowiejski, to approve the ordinance on third/final reading amending the City's Code of Ordinances by adding Chapter 10, Article IV, entitled Game Rooms and Amusement Redemption Machines. Upon vote, motion carried unanimously.

ORDINANCE NO. 22-10

AN ORDINANCE AMENDING CHAPTER 10, AMUSEMENTS AND ENTERTAINMENTS, OF THE CITY OF BROWNWOOD CODE OF ORDINANCES BY ADDING ARTICLE IV., ENTITLED GAME ROOMS AND AMUSEMENT REDEMPTION MACHINES; PROVIDING A PENALTY NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500.00) FOR CONVICTION OF ANY VIOLATION THEREOF; PROVIDING A SEVERABILITY CLAUSE; A SAVINGS CLAUSE; AND SETTING AN EFFECTIVE DATE.

AGREEMENTS AND CONTRACTS:

Consider authorizing the City Manager to sign an agreement with AthenaHealth, Inc. entitled AthenaHealth Master Services Agreement to convert Health Department medical records to an electronic format.

Public Health Preparedness Coordinator, Cliff Karnes, stated that the Health Department is in process of converting its medical records to an electronic format. Part of this conversion is the implementation of an Electronic Medical Records System. The Health Department has been researching Medical Records Systems and has found the AthenaHealth Net System AthenaOne Essential Services program to be the best and most economical fit for this office. The fee for the service is 8.8% of monthly collections with a minimum fee of \$400 per month. The Health Department does not expect to exceed the \$400 minimum fee. There is a \$1,225 deposit required for the implementation of the program.

Details of the AthenaHealth Master Services Agreement are as follows: The term of the agreement is for one-year and will automatically extend for additional consecutive one-year terms unless terminated by either party. City of Brownwood may terminate the agreement at any time, with or without cause, by providing Athena with notice. AthenaHealth, Inc. may terminate the agreement at any time, with or without cause, by providing City of Brownwood with no less than a 90-day notice. Upon termination of the Agreement only the amounts due for services rendered through the termination date will be owed. No other fees or termination fees are required for termination. Mrs. Crawford asked if this program would help eliminate duplications within the department. Mr. Karnes stated yes, once entered into this system, it automatically enters into the other systems we use causing less work and duplication of processes. Mr. Karnes explained that at this time the Health Department does paper billing. This program will generate automated billing and submit it to companies. Councilmember Nowowiejski asked what happens to the

records if either party terminates the agreement. Mr. Karnes stated that we keep our data, no matter if the agreement is kept or not. There was discussion regarding the wording of the agreement.

A motion was made by Willey, seconded by Jones, to authorize the City Manager to sign an agreement with AthenaHealth, Inc. entitled AthenaHealth Master Services Agreement to convert Health Department medical records to an electronic format. Upon vote, motion carried unanimously.

REPORTS:

Budgetary Control Report

Finance Director, Melanie Larose, presented the Budgetary Control Report through May 31, 2022. This represents eight months of our fiscal year and is 66.7% complete. The Budget Summary shows we are operating with a surplus of \$1,777,092. The Summary of Revenue shows we have collected \$14,783,420 in the General Fund or 82.53%. The Utility Fund is at \$7,115,824 or 66.88%; the Sanitation Fund is at \$4,479,739 or 72.09%; and the Airport is at \$745,189 or 112.40%. The Airport revenue is due to the additional fuel sales and the price of fuel. The Total Revenue pie chart showed Ad Valorem Tax at 22%, Sales Tax revenue at 17%, Water revenue at 16%, Sewer revenue at 9%, Sanitation revenue at 8%, and Landfill gate revenue at 8%. Expenses were \$23,243,938 or 63.58%. The Total Expenditures pie chart shows Water at 16%, Police at 14%, Fire at 11%, Landfill 8%, and Sanitation 7%. The Comparative Investment Balance shows we have \$12,862,014 in operating funds. Total designated funds were \$1,932,981 with a total investment balance of \$14,794,995. The total number of days in reserves is 148 compared to last year's number of 111. Sales Tax analysis through June shows we have collected \$5,022,612. We are up compared to what we budgeted by \$443,366 or 9.7% and compared to last year, we are up \$257,127 or 5.4%. The Water Consumption and Sales Analysis show we have collected \$4,254,531 and we are up \$229,724 or 5.7% compared to last year and we are up \$193,699 or 4.8% compared to budget.

COVID-19 and Vaccination Update

Public Health Preparedness Coordinator, Cliff Karnes, gave an update stating that last week there were 45 positive COVID cases reported, which is up from the previous week's total of 27 cases. Numbers have been increasing across the State and Country. At the end of the day yesterday, there were already 37 reported cases for this week. There were 55 active cases at the end of last week and right now we are at 64 active cases. The number of people with one dose of the vaccination is 17,880. Those that have been fully vaccinated are 15,987. They have administered 5,792 booster shots administered. The percentage of those fully vaccinated are 48.09% of Brown County population. At the end of last week, they included a vaccination for children ages six months to five years old. The percentage of those fully vaccinated dropped because of the addition of the age group of population was added.

Mayor Haynes announced the following:

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

Councilmember McMillian expressed his concerns and asked for additional patrol and increased enforcement of the firework ordinance due to the current burn ban and fire danger/drought we have been under. City Manager Crawford stated that we will be putting out additional public information, but it will depend on the citizens to be proactive as well.


ADJOURNMENT:

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



STEPHEN E. HAYNES, Mayor

ATTEST:



CHRISTI WYNN, City Secretary