



## **CITY COUNCIL MEETING REGULAR SESSION**

**Wednesday, December 13, 2023 at 6:00 PM**

**City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas**

### **AGENDA**

BE IT KNOWN that the City Council of the City of Sweeny will meet in **Regular Session** on **Wednesday, December 13, 2023 at 6:00 PM.** at City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas with the following agenda. Council is conducted under modified Roberts Rules of Order as approved by Resolution 102-16; July 19, 2016. In accordance with Chapter §551 of the Texas Government Code, if required, the Council may conduct an executive session on any of the agenda items provided the City Attorney is present.

---

#### **CALL TO ORDER/ROLL CALL**

#### **PLEDGES & INVOCATION**

#### **EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION 551.071, 551.072 AND 551.074**

*The City Council will now convene into executive session pursuant to the provision of Chapter 551 Texas Government Code, in accordance with the authority contained therein:*

1. Discussion and possible action pursuant to Section 551.071 (1) (a), Consultation with Attorney; WWTP
2. Discussion and possible action pursuant to Section 551.071 (1) (a), Consultation with Attorney with Sweeny Economic Development Corporation
3. Discussion and possible action on deliberations regarding real property, pursuant to Section 551.072 of the Texas Government Code; 111 W 3rd Street

#### **OPEN SESSION**

*The City Council will now adjourn Executive Session, reconvene into Open Session pursuant to the Provisions of Chapter 551 Texas Government Code and take action, if any, on item(s) discussed during Closed Executive Session.*

#### **CITIZENS WISHING TO ADDRESS CITY COUNCIL**

*This item is available for those citizens wishing to address City Council on an issue not on the agenda. Any item discussed cannot be voted on but could be considered for placement on the agenda of the next regularly scheduled meeting. Limited to three (3) minutes.*

#### **CONSENT AGENDA**

*All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member; in which event, the items will be removed from the consent agenda and considered separately.*

- [4.](#) Minutes: Regular Session, November 15, 2023
- [5.](#) 4<sup>th</sup> Qtr (July 2023 – Sept 2023) Financial Reports

**REGULAR AGENDA**

- [6.](#) Discussion and possible action to requested variance to §156.018(4)(d) for illuminated signage at the Sweeny Hospital; 305 N McKinney Street
- [7.](#) Discussion and possible action on repayment of the Limited Tax Note, Series 2023.
- [8.](#) Discussion and possible action to possible water project with Water of Texas; Michael Claybourn
- [9.](#) Discussion and possible action on nominations for the Brazoria County Appraisal Districts Board of Directors and adoption of Resolution naming nominated.
- [10.](#) Discussion and possible action to approve a resolution in opposition to a proposed disease bioengineering primate laboratory within Brazoria County
- [11.](#) Discussion and possible action on approving a resolution in support of the pursuit of the CDBG- HUD Grant for Pecan Street water line replacement
- [12.](#) Discussion and possible action to a variance in preparation of a proposed replat to City owned property; 111 W 3rd Street
- [13.](#) Discussion and possible action on proposed replat of City owned property; 111 W 3rd Street
- [14.](#) Discussion and possible action on janitorial services
- [15.](#) Discussion and possible action on purchasing a return pump for Clarifier 2 at the sewer plant

**ITEMS OF COMMUNITY INTEREST**

**ADJOURN REGULAR SESSION**

I certify that the notice and agenda of items to be considered by the Sweeny City Council on December 13, 2023 was posted on the City Hall bulletin board on the 8th day of December 2023, at approximately 3:30 P.M.

---

Kaydi Smith - City Secretary

I hereby certify that this Public Notice was removed from the City Hall bulletin board on \_\_\_\_\_, 2023 at approximately \_\_\_\_\_AM/PM.

\_\_\_\_\_  
Kaydi Smith - City Secretary

# CITY COUNCIL MEETING REGULAR SESSION

Item 4.

Wednesday, November 15, 2023 at 6:00 PM

City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas

## MINUTES

BE IT KNOWN that the City Council of the City of Sweeny will meet in **Regular Session** on **Wednesday, November 15, 2023 at 6:00 PM.** at City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas with the following agenda.

---

### CALL TO ORDER/ROLL CALL

Mayor Hopkins called the meeting to order at 6PM.

Reese Cook, Brian Brooks, and Tim Pettigrew were in attendance. Mark Morgan Jr. and John Rambo were absent.

### PLEDGES & INVOCATION

The pledges were led by Tim Pettigrew and the invocation was given by Attorney Stevenson.

### CITIZENS WISHING TO ADDRESS CITY COUNCIL

No citizen comments.

### CONSENT AGENDA

1. Minutes of the Regular Session; October 24, 2023

Reese Cook moved to approve as presented. Tim Pettigrew seconded. All in favor. Motion carried.

### REGULAR AGENDA

2. Discussion and possible action on contractual agreement with Brazoria County; Tax Assessor Collector

City Manager, Lindsay Koskiniemi, stated the City has found a solution to allow the Brazoria County Tax Assessor Collectors office to remain in Sweeny and praised Chief Caudle for his participation. She stated this location would be at the Sweeny Police Department at no cost. Reese Cook voiced concerns on not assessing a rental fee in order to cover operating costs. City Manager stated this would not add any additional cost imposition to the City. They will, at their own cost, have to have an internet drop per the State to complete registrations and their own firewall. The City is offering the space rent free as it was not in the adopted budget and they were seeking other competitive offers to relocate elsewhere. Cook stated he would like to see a rental fee assessed. Brooks asked about the insurance per the contractual agreement provided. Attorney Stevenson stated the City already holds insurance on this building, no additional insurance would be required. The Brazoria County Tax Assessor Collectors office completes property taxes, vehicle registration, and title transfers. Chief Caudle feels that the collaboration with Brazoria County will additionally enhance their partnership with the Police Department.

*Tim Pettigrew motioned to accept the contractual agreement with Brazoria County Tax Assessor Collector for the property located at 123 N Oak St., Sweeny, Tx. Brian Brooks seconded. Brian Brooks and Tim Pettigrew approved. Reese Cook opposed. Motion carried.*

3. Discussion and possible action on Limited Tax Note, Series 2023.

City Manager stated that the City originally took out a note for 2.5 million dollars in anticipation that the TxDot Sidewalk grant was awarded. The City was not awarded but an appeal has been filed in which we are still awaiting a response. The limited tax note was considered a short term loan for the amount of five years. Wade Thompson of Government Capital was in attendance to give Council the options now available for the note. The options are to pay the note back now, use the funds for water infrastructure, or close out the note and lock into a longer debt schedule. City



Manager stated we would be able to use the existing funds to support a water coloration project as eighty percent of the city's water lines are metal and need replacing. We could refinance the loan for a longer period in order to support the project. She stated she is planning to apply for a grant to the Texas Water Development Board in March for additional funding. Mr. Thompson stated a note is financed at seven years or less. Longer than 7 years would mean it would be a Certificate of Obligation or CO. If we decided to go with a CO, we would have to post in the newspaper for two weeks with an intent for usage and wait an additional sixty days before Council could approve. The current note is at 4.65%. Rates are increasing and now they are at the low to mid 5% range. The original note usage was stated for sidewalk and water infrastructure, meaning, we would be able to utilize the note for water improvement projects. Mayor Hopkins asked about the payment schedule following a twice annually payment. Reese Cook stated he feels we should give back, as we don't have a full grasp on what rectifying the water issue will cost. We also still have the CO 19 with the same provisions we are still paying back over forty years. City Manager stated she is not comfortable taking on more debt. She also stated that the City has been conditionally awarded 1.6 million dollars for a water project down 6<sup>th</sup> Street, Cedar, Magnolia, MLK, 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> Street. She is also applying for an additional two hundred thousand dollar grant to complete a water project on the west side of town. We have also been awarded one hundred and fifty thousand dollars for a sewer improvement project by the General Land Office (GLO). Cook fees we need to get projects together and establish a capital improvements plan. City Manager stated that the funds from the note are within the TxPool account and we are making interest in order to cover payments. *Reese Cook suggested moving agenda item #3 after agenda item #4 to hear more information on the proposal for the water coloration solutions. Cook stated so moved after Mayor Hopkins repeated the previous statement. Tim Pettigrew seconded. All in favor. Motion carried.*

4. Discussion and possible action on proposal received by Water of Texas, Michael Claybourn Sr. Michael Claybourn along with engineer Nathaniel Lail of Water Engineers presented the City Manager with a possible pilot program in order to test our water system for further analysis. Mr. Lail would act as the liaison between Claybourn, the City, and TCEQ. They are presenting a mock version or pilot unit/plant of a smaller scaled system with an iron and manganese filter. Mr. Claybourn was in attendance to explain and answer Council's questions. The pilot must have approval and processing from TCEQ, which can take twelve to eighteen months. The pilot unit/plant (required by TCEQ per Claybourn) would give answers to the unknown of before and after results. This would include a thirty day (seven days a week) testing period, at minimum per TCEQ. Claybourn stated he could get Council timeframes of a completion for installing the pilot plant, a quote, process and timeline. He feels the pilot plan would be approximately ten to twenty thousand dollars. Our City employees would be responsible to complete the testing. Cook asked if the pilot plant would build any equity towards a full plant, if pilot shows to be an effective solution. Or, is this just considered a thirty thousand dollar test run? Claybourn stated this would be producing data and if successful, we would have to pay for a unit at a grander scale. The pilot is to be designed for iron and manganese coloration removal. Brian Brooks questioned the city's metal piping being a bigger issue. We need to replace and upsize lines, but the wells have a high concentration of manganese stated the City Manager. Bill Hayes, visitor in the audience, stated this was discussed when he was on Council previously to install a manganese filter, but it did not pass due to costs. Brooks stated we had the softener previously and haven't set it back up to see if that was the problem. Neglected softeners and not completing procedures the right way were not corrected and now we are trying something new. The costs for refurbishing an outdated unit would be expensive expressed Claybourn and City Manager. City Manager is pushing for grants to change out piping over the next five plus years. She feels the brown water will not stop unless we solve both sides of this equation; water filters at the well and replace piping. Mayor stated that if we were to replace all lines into plastic, in a perfect world, all sediment will still show from the water due to iron and manganese naturally occurring. The chlorine with water is oxidizing making it brown. Mayor stated Council

needs to make a decision. Terrence “Tex” Bell, Director of Public Works, stated he felt it’s a good decision to start at the top with this pilot unit. Cook stated that Councilman Rambo was big on the softener portion and he is not in attendance tonight. He would like his input. He stated that twenty five to thirty thousand dollars is a relatively small investment in comparison to a potential twenty million dollar project. He thinks installing the suggested will substantially drop the iron and manganese levels tremendously. However, he feels we need all five Council members present to make a decision along with an estimated cost. Mayor stated that with the 2.5 million dollars for new water lines at approximately \$300 a foot, we would only be able to replace less than two miles of water lines. That is on top of a projected timeframe of six months before we would even be able to break ground for replacement, as we have to follow the competitive bid process. Council requested to receive a quote by the next meeting for the pilot plant/unit. Cook asked if these discussions have been shared with Strand (City’s engineer)? William hasn’t shared negative feedback stated Koskiniemi. Cook specifically asked regarding the pilot? She stated she does not have enough detail yet. Cook wants Williams’ (City’s engineer) feedback and quote at the next meeting. City Manager stated she is excited about this and the forward thinking path.

Council moved back to Agenda Item #3.

*Reese Cook moved to pay back, in full, the limited tax note series 2023, pending the appeal not being successful (with TxDot).*

Discussion: Attorney Stevenson asked if the TxDot appeal is still in progress? City Manager stated that as of now no correspondence has been received back from the appeal. Stevenson stated that if the appeal were successful and we were awarded, the City would need to have the funds available. It would be beneficial to have the motion to include pending the appeal not being successful. So *moved stated Cook. Pettigrew seconded. All in favor. Motion carried.*

5. Discussion and possible action on the Emergency Stand-By Generator RFP (RFP 2023-07-01) to award contract to lowest, responsible bidder.

This grant stems back from two city managers ago. This a 75/25% split for an emergency generator to be placed at the Community Center; the EOC. The City has followed TDEM’s process of bidding to include a rebid and extension deadline due to the amount of RFP’s received. We have received two proposals that are vastly different. The City’s 25% match would be paid for out of the Disaster Contingency Fund; Disaster Contingency is sitting in the TxPool account. Our match is \$19,455.00. Cook asked about the proposal from Coastal. He thought they only installed Kohler generators and all other city generators are Generacs. He is concerned about maintenance issues. He asked about the generator at the EDC/Chamber building- is it large enough to be repurposed? City Manager stated possibly for a lift station, but it is not big enough for the Community Center.

*Reese Cook moved to approve the bid from Coastal Power Products in the amount of \$77,820.00 and the city obligated 25% share of \$19,455.00 to be paid from the Disaster Contingency Fund held in TxPool. Tim Pettigrew seconded.*

Discussion: Brian Brooks asked why wouldn’t we rent a generator on wheels for disasters when needed? Mayor Hopkins stated to rent, they are about \$3,300.00 a day. Bill Hayes stated during Harvey they had issues finding one. *All approved. Motion carried.*

6. Discussion and possible action on the Appointment of (1) Applicant to the Sweeny Economic Development Corporation’s Board

Michelle Medina, Executive Director of SEDC, stated that the EDC received two applications, but there is only one board position available. The EDC decided not to recommend an applicant. The two applications received were for Katie Goff and Neal Bess Jr. Bill Hayes, SEDC Board Member,

stated EDC could make a recommendation but Council makes the final decision. Why make a recommendation, as we don't always agree? Hayes continued, there is one applicant in attendance tonight and one that is not. One has come to the EDC meetings, the other has not, the one that has come is showing interest. Cook asked Goff (applicant in attendance)- What interests you about EDC and have you been involved with EDC prior to this? Goff stated that she has a child about to graduate. The City lacks things for the young to do and wonders if it is growing enough for her child to stay here. She feels it is stagnant. She is very involved in volunteering at the Brazoria County Fair Association and wants to that put back into Sweeny. Should she have been doing this prior? Absolutely, she went to school here and it has not grown much since. She wants to see three steps forward and only one step back. Cook asked how busy Goff is? He stated that many people get on these boards not understanding their obligation of information and involvement it will entail in addition to Council meetings. Goff stated in the past, she never gives half percent and she is dependable and shows up. She is involved with her child and substitutes at the school. Her family plans to give back to the community for Thanksgiving. City Manager congratulated Goff on her award for Volunteer of the Year with the BCFA and recommended Goff as the applicant for the SEDC position.

*Brian Brooks made the motion to give the open spot to Mrs. Goff for the EDC board of directors. Tim Pettigrew seconded.*

Discussion: Cook asked if all the chairs are filled on the SEDC board- yes.

*All in favor. Motion carried.*

7. Discussion and possible action to create a mixed use zone within the City's Zoning Ordinance; Section 110

City Secretary stated the SEDC approached the City on rezoning Industrial Park, making it less restrictive to accommodate additional allowable types of businesses within. In preparation to the rezone, in order to accommodate the properties, we feel a mixed use zone would be beneficial. We will be having two businesses occupying a portion of the property in the near future that do not necessarily fit solely within the light industrial zone. Currently, Industrial Park is zoned light industrial which does not include office space and/or retail sales. We do not believe it would be sufficient to have multiple different zoning classifications on adjoining properties. Therefore, staff is proposing a mixed use zone to incorporate the light industry, commercial, and business zones. This would allow for additional types of permitted uses within. The mixed use zone would encompass the following allowable permitted uses: manufacturing, warehouses, retail sales, recreational type facilities/centers, motels, and office buildings/professional offices. The City does not currently have a mixed use zone within the zoning ordinance. Staff is requesting feedback from Council as to if Council wants staff to proceed with drafting a mixed use zone amendment. The complete process would be lengthy and would entail Council's participation in joint meetings with the Planning and Zoning Board of Commissioners. Council asked about Residential opportunities at the Industrial Park. SEDC can only do low income housing stated Medina. Mayor Hopkins stated that we need to determine what the City wants, as this is the only vacant land left in Sweeny, approximately forty acres. Council discussed that Phillips 66, located at the Industrial Park does not bring in sales tax. Mayor recommended having markers in place on the requirement of sales tax generation. Council discussed the mixed zoning ordinance to include pros and cons. Cook asked EDC if they have missed out on any business applications due to current zoning restrictions? Medina stated yes. They have been approached by a home health agency for office space, the SGSA for ballfields and concession stands, and ORielly's. All previously approached EDC, but they couldn't accommodate as the property is listed as light industry. City Manager stated that a mixed use zoned district is a smart way to attract businesses and rezoning is a huge deterrent. EDC recommends the mixed use zone.

*Brian Brooks made the motion to allow staff to move forward in drafting a mixed use zone within the City's zoning ordinance. Tim Pettigrew seconded. All in favor. Motion carried.*

8. Discussion and possible action on an amendment to City Ordinance Chapter 95: Animals  
 City Manager stated that at the last meeting, we had a resident requesting city wide help with feral cats. Many state requirements are making this more difficult to develop a feline program. She feels enacting an ordinance to require animals to be collared with tags will help to determine feral from domesticated/owned felines. Relocating cannot be done unless the city were to spay or neuter them prior to release per state requirements, which is expensive. She stated they are trying to leverage thru volunteer groups and plans to have a program in place by January. The City is not currently trapping cats. We do not have funds in place for spaying or neutering. Mayor stated protocol requires we would need to identify the animals. To adopt the ordinance and make a public service announcement in order to start picking up feral cats for euthanization. Cook stated we need to have procedures in place for our humane officer to prevent bites, scratches, etc. Operating procedures to include safety upon trapping cats. The City cannot start trapping stated the City Manager until we have procedures in place on what we will do with them on housing.

*Reese Cook moved to approve as presented ordinance 23-110. Tim Pettigrew seconded. All in favor. Motion carried.*

9. Discussion and possible action on nominations for the Brazoria County Appraisal Districts Board of Directors and adoption of Resolution naming nominated.

The City has received the ballot to elect members to the Brazoria County Appraisal District Board by December 15<sup>th</sup>. The City of Sweeny has seven votes total in which can be given all to one nominee or split. It is a five member board. Attorney Stevenson stated the City Of Brazoria voted for Karla Clark. Council asked for City Manager to get more information on each nominee from the County and to get with Glenn Saylor for input as he used to be on the board.

*Reese Cook moved to table this item till the December regular session. Tim Pettigrew seconded. All in favor. Motion carried.*

10. Discussion and possible action on adopting the 2024 Holiday Schedule

City Manager stated this is presented to Council annually and must be adopted for the 2024 calendar year. The only change is adding Juneteenth, a federal holiday, in which we currently do not receive. It costs the city approximately \$4,300.00 a day to pay employees.

*Reese Cook moved to approve as presented. Brian Brooks seconded.*

Discussion: Tim Pettigrew stated he feels that you don't need vacation days when you have sixteen holidays. Other cities worked holidays. City staff is proposing fourteen holidays. Cook stated he feels staff puts in more than 40 hours in a week. Discussion ensued regarding holidays falling during the week and policies.

*Reese Cook and Brian Brooks approved. Tim Pettigrew opposed. Motion carries.*

11. Discussion and Possible action to the General and Special Election; May 2024

City Manager stated that the election process internally will begin shortly. If there is anything Council wishes to place on the Special Election ballot for the May Election, that needs to be discussed and produced quickly. Cook asked if that would apply to bonds or CO's? He feels if we are going to take that out, we need to put that before the voters for special election. Attorney Stevenson stated that would be difficult to get done by January for May's special election. Council would have to secure all information and pass ballot language by City Ordinance at the January meeting. An additional option would be to hold a special election in November, but the City would be responsible for the entire cost of the full election. The May Election is at a shared cost as other entities are participating in the election at the same time, reducing the costs. Election costs may be eligible for coverage within the CO, but we would have to confirm with the lender. Staff would need to speak to Government Capital to see if the information could be generated that quickly in anticipation of the deadline for the May Election.

*No action; discussion only.*

**ITEMS OF COMMUNITY INTEREST**

- Bill Hayes stated the Thanksgiving Feast is 11A to 3P. Last year they served 2,500 plates. He also wanted to personally thank the Chief of Police and his Officer Emilio. He called the County dispatch for help locating his daughters service dog. The dog ended up by the Church of Christ. The officer found the dog and helped him load him into the vehicle. Hayes offered his heartfelt thank you to the officer.
- Audience members stated the FFA Fundraiser is this Saturday.
- City Manager stated the City’s Christmas Party is Friday, December the 8<sup>th</sup>. RSVP’s and entrée selections are needed.
- Tim Pettigrew stated his tumor has shrunk fifty percent and spots have disappeared. His immunotherapy is working.
- Chief Caudle stated Blue Santa applications are out.
- Mayor gave appreciation to the Director of Public Works as things are looking good.

**ADJOURN REGULAR SESSION**

Mayor Hopkins adjourned the Regular Session of the City Council at 8:02PM.

*Staff present:*

City Manager, Lindsay Koskiniemi  
 Police Chief, Brad Caudle  
 Director of Public Works, Terrance Bell  
 Finance Director / Personnel Services, Karla Wilson  
 City Secretary/ Developmental Services, Kaydi Smith

*City affiliates present:*

City Attorney, RC Stevenson  
 EDC Executive Director, Michelle Medina

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_

Kaydi Smith - City Secretary

STATE OF TEXAS                   §  
   §  
 COUNTY OF BRAZORIA           §

### **LEASE AGREEMENT**

This Lease Agreement is entered into by and between the City of Sweeny, Texas, a political subdivision of the State of Texas acting by and through its City Council, hereinafter referred to as “Lessor,” and Brazoria County, Texas, a political subdivision of the State of Texas acting by and through its Commissioners Court, hereinafter referred to as “Lessee.”

#### **I.**

#### **LEASED PREMISES**

1.01 In consideration of the mutual covenants and promises of this Lease Agreement, Lessor hereby demises and leases to Lessee, and Lessee hereby accepts for the term of this Lease Agreement office space of approximately 203.4 square feet and common areas in the Sweeny Policy Department building located to 123 North Oak Street, Sweeny, Texas 77480, as depicted and described in Exhibit “1,” which is attached hereto and incorporated herein for all purposes (the “Leased Premises”). Lessee shall use the Leased Premises for the purpose of providing county tax office services to residents of Brazoria County, Texas.

#### **II.**

#### **TERM**

2.01 The term of this Lease Agreement shall be for a period of one (1) year, commencing on the 1st day of December, 2023 (the “Lease Term”). The Lease Term shall be automatically renewed for successive one (1) year terms, upon the same terms and conditions stated herein, unless either party hereto provides written notice of termination to the other party at least thirty (30) days prior to the expiration of the then current Lease Term.

#### **III.**

#### **RENT**

3.01 As rent for the use of the Leased Premises, Lessee agrees to perform tax assessment and collection services for Lessor as specified in the “Contract for Tax Collections,” as described in Exhibit “2,” which is attached hereto and incorporated herein for all purposes.

**IV.**  
**REPAIRS, MAINTENANCE, AND MODIFICATIONS**

4.01 Lessor shall be responsible for the repair, routine maintenance, cleaning, and upkeep of the Leased Premises.

4.02 Lessee shall not have the right to make any improvements upon or modifications to the Leased Premises without prior written approval of Lessor, and any such improvements or modifications shall remain thereon, unless approved in writing by Lessor.

**V.**  
**TAXES AND UTILITIES**

5.01 Lessor shall be responsible for the payment of all taxes on the Leased Premises.

5.02 Lessor shall be responsible for the payment of all utilities on the Leased Premises necessary for Lessee's use of the Leased Premises, including, but not limited to, electricity, gas, water, telephone, and internet.

**VI.**  
**INSURANCE**

6.01 At all times during the Lease Term, Lessor shall secure and maintain property insurance in an amount equal to the full insurable value of Lessor's property in or on the Leased Premises.

6.02 At all times during the Lease Term, Lessor shall secure and maintain comprehensive general liability insurance equaling or exceeding limits of liability of \$500,000.00 per occurrence for bodily injury and \$500,000.00 general aggregate for bodily injury and property damage. Said policy(ies) shall name "Brazoria County, Texas" and its officers and employees as additional insureds and shall insure any liability against Brazoria County and its officers and employees arising from or related to their use, occupancy, or maintenance of the Leased Premises.

**VII.**  
**NOTICES AND COMMUNICATIONS**

7.01 All notices, requests, and other communications required or authorized under this Lease Agreement shall be in writing and shall be hand delivered, dated, and acknowledged by the receiving party, or sent by certified mail, return receipt requested. All notices, requests, and communications shall be addressed as follows:

To Lessor: Lindsay Koskiniemi  
 City Manager  
 City of Sweeny, Texas  
 102 W. Ashley Wilson Road  
 Sweeny, Texas 77480

To Lessee: Kristin R. Bulanek  
 Brazoria County Tax Assessor Collector  
 451 North Velasco  
 Angleton, Texas 77515

### **VIII.** **MISCELLANEOUS PROVISIONS**

8.01 Lessee shall not assign this Lease Agreement nor sublet the Leased Premises or any interest therein without first obtaining the written consent of Lessor.

8.02 This Lease Agreement may only be amended, modified, or supplemented by written agreement signed by both parties.

8.03 This Lease Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

8.04 This Lease Agreement and all promises contained in it supersede any and all other agreements, either oral or in writing, between the parties with respect to the subject matter of this Lease Agreement. It contains all the covenants and agreements between the parties relating in any way to the creation and use of the leasehold estate and the relationship of the parties as landlord and tenant. Each party to this Lease Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, that are not set forth in this Lease Agreement, and that no agreement, statement, or promise not contained in this Lease Agreement shall be valid or binding.

8.05 In case any one or more of the provisions contained in this Lease Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Lease Agreement, and this Lease Agreement shall be construed as if such invalid, illegal, or unenforceable provision had not been included in the Lease Agreement.

8.06 The Lease Agreement shall be interpreted, construed, and governed according to the laws of the State of Texas.

8.07 Lessor and Lessee agree that if it becomes necessary for any party to file any action in connection with this Lease Agreement, including, but not limited to, the enforcement of a breach of this Agreement, the proper venue for such action shall be in the District Courts of



Brazoria County, Texas.

**LESSOR:**

**CITY OF SWEENY, TEXAS**

\_\_\_\_\_  
Lindsay Koskiniemi  
City Manager  
City of Sweeny, Texas

**Date:** \_\_\_\_\_

**LESSEE:**

**BRAZORIA COUNTY, TEXAS**

\_\_\_\_\_  
L.M. "Matt" Sebesta, Jr.  
County Judge  
Brazoria County, Texas

**Date:** \_\_\_\_\_

# EXHIBIT

# 2

**TAX COLLECTIONS  
CITY OF SWEENY**

This agreement is to commemorate certain provisions by which the Tax Assessor-Collector of the County of Brazoria will assess and collect city taxes rendered for and on behalf of the **City of Sweeny** ("City") upon the City's invocation of Section 6.22 (c) of the Property Tax Code of the State of Texas.

I.

It is acknowledged that an initial, one-time charge of One Dollar (\$1.00) per item of delinquent accounts is a reasonable fee, not in excess of the actual costs incurred, for the City to pay for the entry of all existing delinquent city-tax accounts into the computer system of the County Tax Assessor-Collector, and as such it will be paid upon the initiation of the transfer of records from the offices of the City to the office of the County Tax Assessor-Collector.

II.

It is acknowledged and agreed that an annual charge of fifty Cents (\$0.50) per item of current taxpayer accounts is a reasonable fee, not in excess of the actual costs incurred, for the City to pay for assessing and collecting its taxes each year, and as such it will be paid upon receipt of the invoice to be generated December 31 of each year. Said annual charge may not exceed the actual costs incurred, as provided by Property Tax Code 6.27(b), and therefore will be lowered or raised to the extent actual costs may drop below or rise above (\$0.50) per item.

III.

It is anticipated that the Tax Assessor-Collector of Brazoria County will be named as the tax assessor-collector for the **City of Sweeny** by official action of the City Council in the manner required by law, to be effective no later than **September 30, 1993**, and that City and County personnel will have the necessary records transferred and on line in time for the County Tax Assessor-Collector to commence to assess and collect the city taxes for the **City of Sweeny** no later than **October 1, 1993**. It is acknowledged and agreed that the County Tax Assessor-Collector will bill the City on December 31 of each year, **including 1993**, for the annual charge for assessing and collecting its city taxes, and the City will pay the charge within three (3) of its working days after receipt of the invoice for same.

## IV.

In all matters pertaining to assessment and collection of taxes for the City of Sweeny, the County Tax Assessor-Collector shall perform the duties of tax assessment and collection for the City, but the County Tax Assessor-Collector shall not be considered an officer or employee of the City of Sweeny. Each year, by July 1 or as soon thereafter as possible, in coordination with the office of the Brazoria County Appraisal District, the County Tax Assessor-Collector shall submit to the City the appraisal roll for the City showing the total appraised, assessed and taxable values and shall certify to the City an estimate of the collection rate for the current year and any additional matters required by law to be submitted or certified by an assessor or collector. The County Tax Assessor-Collector shall be responsible for timely and accurate calculation of the effective tax rate and rollback tax rate for the coming year and for entering into agreements for the payment of delinquent taxes by installment as provided at Property Tax Code 33.02.

## V.

The County Tax Assessor-Collector will send out all customary notices and billings concerning taxes owed to the City of Sweeny, and will collect and process through the County Tax Assessor-Collector's bank account all income received therefrom, in the general manner and at the same times in which the County Tax Assessor-Collector assesses and collects taxes for Brazoria County and other taxing entities.

## VI.

The County Tax Assessor-Collector will remit promptly to the City all tax proceeds collected for the City, "promptly" meaning disbursements will be made no less than twice weekly during heavy payment periods and no less than once weekly during slack periods. Actual funds collected by the County Tax Assessor-Collector shall be remitted to the City within three (3) business days of receipt during heavy payment periods and within five (5) business days during slack periods. All disbursement checks from the County Tax Assessor-Collector to the City will show a breakdown of the disbursement on the stub. Wire transfer of disbursements will be provided upon request, subject to the City bearing any wire-transfer fee required by the agreement then in effect between Brazoria County and its County Depository.

## VII.

The County Tax Assessor-Collector will provide the City with a deposit distribution report detailing collection levy, principal and interest, and all costs by year, with each disbursement. In addition, monthly reports will be provided to the City detailing collections, refunds, costs and changes made to levy, and showing receivables by year.

## VIII.

The County Tax Assessor-Collector will provide the City with annual reports, prepared by independent certified public accountants, on both the design of the system and compliance tests that are directed to specific objectives of internal accounting control. For the purpose of these reports, the "system" is the internal control structure policies and procedures of the Brazoria County Tax Office, which includes the control environment, the accounting system, and the control procedures. These reports shall be in accordance with Statement of Auditing Standards No. 44, "Special-Purpose Reports on Internal Accounting Control at Service Organizations," as issued by the American Institute of Certified Public Accountants.

## IX.

It is acknowledged and agreed that the City has and retains the exclusive authority to determine who represents the City to enforce the collection of delinquent taxes, as provided at Property Tax Code 6.30(b). The County Tax Assessor-Collector shall cooperate with delinquent tax collection attorney(s) so designated, and shall have the authority to pay said attorney(s) the fees or commissions agreed upon between the City and the attorney(s) out of the proceeds received from collection of delinquent tax accounts worked by the attorney(s). The County Tax Assessor-Collector shall have sole authority to enter into agreements for the payment of delinquent taxes by installment as provided at Property Tax Code 33.02.

## X.

At its own cost, the City may require the County Tax Assessor-Collector to give separate bond conditioned on the faithful performance of his duties on behalf of the City; such bond to be made payable to, approved by and paid for by the City Council of the **City of Sweeny**. The City Council may prescribe additional requirements for the bond. The City shall pay the premium for the bond from its general fund.

## XI.

This agreement is intended to be in furtherance of and subject to the provisions of Chapter 6 of the Property Tax Code of the State of Texas, the Tax Code generally, and all other Statutory or regulatory authority governing the activities and relationship of the County Tax Assessor-Collector and the **City of Sweeny**, and if there be any conflict the rule of law shall prevail over any contrary provision expressed herein.

This agreement shall be effective October 1, 1993, and shall remain in full force and effect through September 30, 1994, and shall automatically renew annually thereafter. Either party may terminate the agreement by giving six (6) months notice. The City of Sweeny and the County Tax Assessor-Collector respectfully request the Commissioners Court of Brazoria County to approve this agreement respecting the assessment and collection of city taxes for the City of Sweeny.

CITY OF SWEENY  
CITY COUNCIL

Eva Mae Keller  
Eva Mae Keller, City Administrator  
City of Sweeny

BY: Larry Piper  
Larry Piper, Mayor  
City of Sweeny

Ray M. Cornett  
Ray M. Cornett, CTA, RPA  
Tax Assessor-Collector  
Brazoria County, Texas

APPROVED BY ACTION OF COMMISSIONERS COURT this 13 day  
of September, 1993.

James W. Phillips  
James W. Phillips, County Judge  
Brazoria County, Texas



# AGENDA MEMO

Business of the City Council  
City of Sweeny, Texas

<b>Meeting Date</b>	12/13/2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	Karla Wilson
<b>Reviewed by City Attorney</b>		<b>Department</b>	Finance
<b>Subject</b>	4 <sup>th</sup> Qtr (July 2023 – Sept 2023) Financial Reports		
<b>Attachments</b>			
<b>Financial Information</b>	Expenditure Required:		N/A
	Amount Budgeted:		N/A
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

**Executive Summary**

Copies will be given out at the Council Meeting consisting of YTD Income Statements for the General and Enterprise Fund.

**Recommended Action**



# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>	12/13/2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	Kaydi Smith
<b>Reviewed by City Attorney</b>		<b>Department</b>	Developmental Services
<b>Subject</b>	Discussion and possible action to requested variance for signage at the Sweeny Hospital; 305 N McKinney Street		
<b>Attachments</b>	Sign Ordinance Variance Request to Chapter 156 of the City's Code of Ordinances, Site Plan, Plan Set		
<b>Financial Information</b>	Expenditure Required:	-	
	Amount Budgeted:	-	
	Account Number:	-	
	Additional Appropriation Required:	-	
	Additional Account Number:	-	

#### Executive Summary

Contractors for the Sweeny Hospital have submitted plans for lighted signage. The signage facing the southwest elevation will require a variance by Council for allowance. The requested is to be installed facing adjacent residential property.

**Code:**

§156.018(4)(d) states, "Illuminated signs may not be installed facing adjacent or adjoining residential areas. This request is for a variance to the Code and may be approved by City Council under §156.047 – Variances, which states:

"The City Council may approve a variance only if it makes affirmative findings, reflected in the minutes of the City Council's proceedings, as to all of the followings:

- (1) The variance will not authorize a type of sign which is specifically prohibited by this subchapter;
- (2) The variance is not contrary to the goals and objectives outlined by the City of Sweeny's comprehensive plan;
- (3) The variance is not contrary to the public interest; and
- (4) Due to special conditions, a literal enforcement of the ordinance would result in unnecessary hardship. Ordinarily, hardship that is self-induced or that is common to other similarly classified properties will not satisfy this requirement. Financial or economic hardship alone will not ordinarily satisfy this requirement.
- (5) The spirit and purpose of the ordinance will be observed, and substantial justice will be done.

City staff has determined the proposed elevated hospital sign variance does not authorize a type of sign which is specifically prohibited, is not contrary to the City's goals and objectives of the Sweeny Comprehensive Plan, is not contrary to public interest. Furthermore, it is believed that literal enforcement of the ordinance would result in an unnecessary hardship to patients who may not be familiar with the are seeking medical treatment at night.





# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

**Overview:**

The Hospital is to be installed at the back portion of the property and hospital property does span a full block's depth/length, which is further from the residential property. However, Chapter 156 does state illuminated signs may not be installed **facing** adjacent/adjoining residential areas. Southwest elevation of signage would face Ross Street, which is residential property. The proposed elevated sign location is approximately 300 hundred linear feet from the nearest residential structure.

Plans, illumination, and night view is notated on the Plan Set of documents within the agenda item. The signage will be internally lit with Halo lighting using LED modules. A representative from Hardman Signs on behalf of Sweeny Hospital will be in attendance for further information needed including lighted lumens.

A lighted sign is helpful to patients needing medical attention to find the hospital after dark.

**Recommended Action**

Staff recommends approval.

**Recommended action:**

I move to approve the variance under §156.047 – Variances to §156.018(4)(d) to allow the use of an illuminated sign, as presented, to be used at Sweeny Community Hospital.



# CITY OF SWEENY

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

## Ordinance Variance Request Application & Re-plats

Please complete each field. Incomplete applications will **not** be accepted.

### TYPE OF APPLICATION:

- Variance To Ordinance No. & Name\_Sweeny Hospital \_\_\_\_\_
- Re-Plat Type: \_\_\_\_\_

### PROJECT INFORMATION:

- Residential Project Name/Owners Name: \_Sweeny Hospital
- Commercial Brazoria County Appraisal District Property ID # \_\_\_\_\_
- Food Unit Project Address/Location: \_305 N McKinney
- Subdivision: \_\_\_\_\_ No. of Lots: \_\_\_\_\_
- Total Acreage &/or Square Footage: \_144 sqft \_

Brief Description of Property & Reason for Proposed Request: *The identity sign for the secondary location is installing in the back side of the hospital facing the parking lot near the ambulance entrance. This sign will need to be illuminated to allow the drivers and ambulances to identify the building. The parking lot is shared with an existing Medical Office Building and an Assisted Living Facility. Having the sign illuminated will help identify which of the 3 buildings is the hospital at night when patients/visitors need to get to the hospital*

### PROPERTY OWNER'S INFORMATION:

Name: \_\_\_Kelly Park  
 Address: 305 N McKinney  
 City: Sweeny State: TX Zip: 77480  
 Phone: 979-548-1582 Fax: \_\_\_\_\_  
 Email: Kpark@sweenyhospital.org

### APPLICANT OR AGENT'S INFORMATION:

Name: \_Hardman Sign LP  
 Address: 9980 Bammel North Houston  
 City: Houston State: TX Zip: 77086  
 Phone: 713-957-2324 Fax: \_\_\_\_\_  
 Email: permitting@hardmansigns.com

**\*\*Property owner must be the current owner of the property at the time of submittal of the application, and not the party that has the property under contract.**

As owner and applicant, I hereby request approval of the above described request as provided for by The City of Sweeny.

\*\*Owner's Signature: Kelly Park

Date: 11/9/2023

Agent's/Applicant's Signature: [Signature]

Date: 11-8-2023

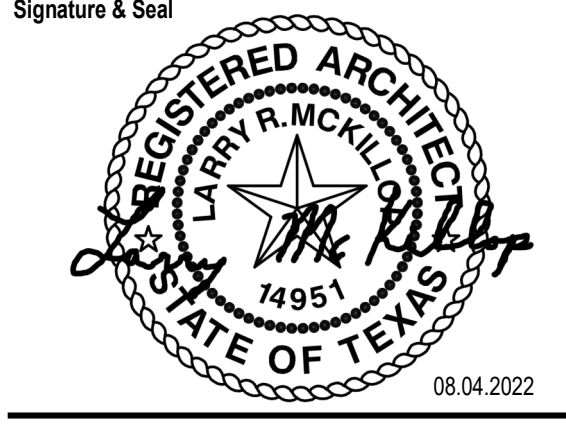
### OFFICE USE ONLY:

Date Received: \_\_\_\_\_ City Representative: \_\_\_\_\_

**SWEENEY COMMUNITY HOSPITAL**  
**CONSTRUCTION DOCUMENTS PACKAGE**

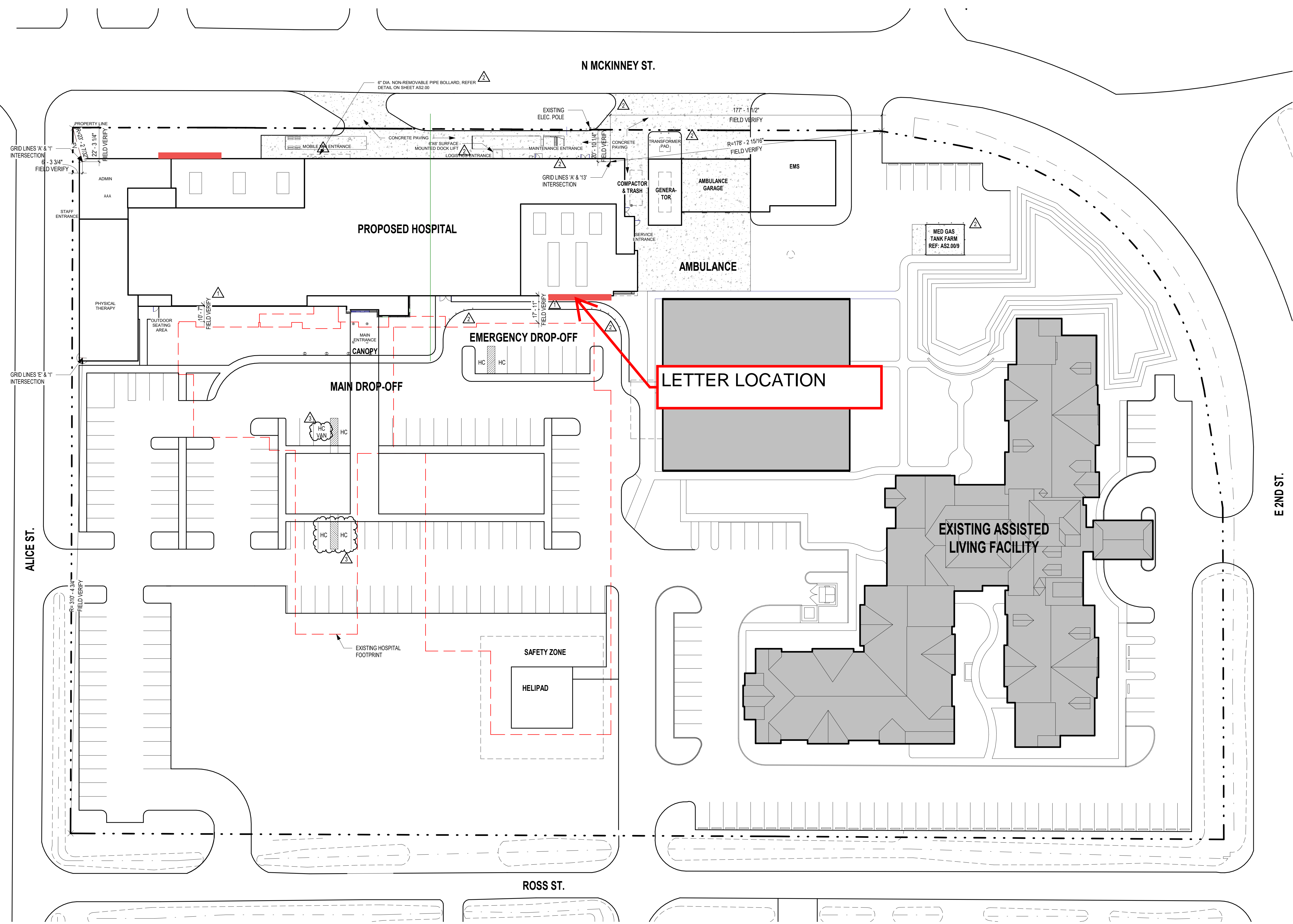
Disclaimer

Signature & Seal



Issue Drawing Log

NO.	DATE	DESCRIPTION
1	07/15/2022	CONST. DOC. PACKAGE
2	08/04/2022	ADDENDUM 1
3	02/15/2022	DI-001 REVISIONS
4	02/17/2022	DI-003 REVISIONS



TRUE NORTH PLAN NORTH  
**1 SITE PLAN**  
SCALE: 1" = 30'-0"

---

CLIENT



---

PROJECT

SWEENEY HOSPITAL

305 N. MCKINNEY STREET, SWEENEY, TEXAS 77480

---

CREATED: 8-1-2023 | PROJECT #: SL-1191 | WORK ORDER #: 2231806

---



**Hardman Signs**

**ARCHITECTURAL SIGNAGE & GRAPHICS**

---

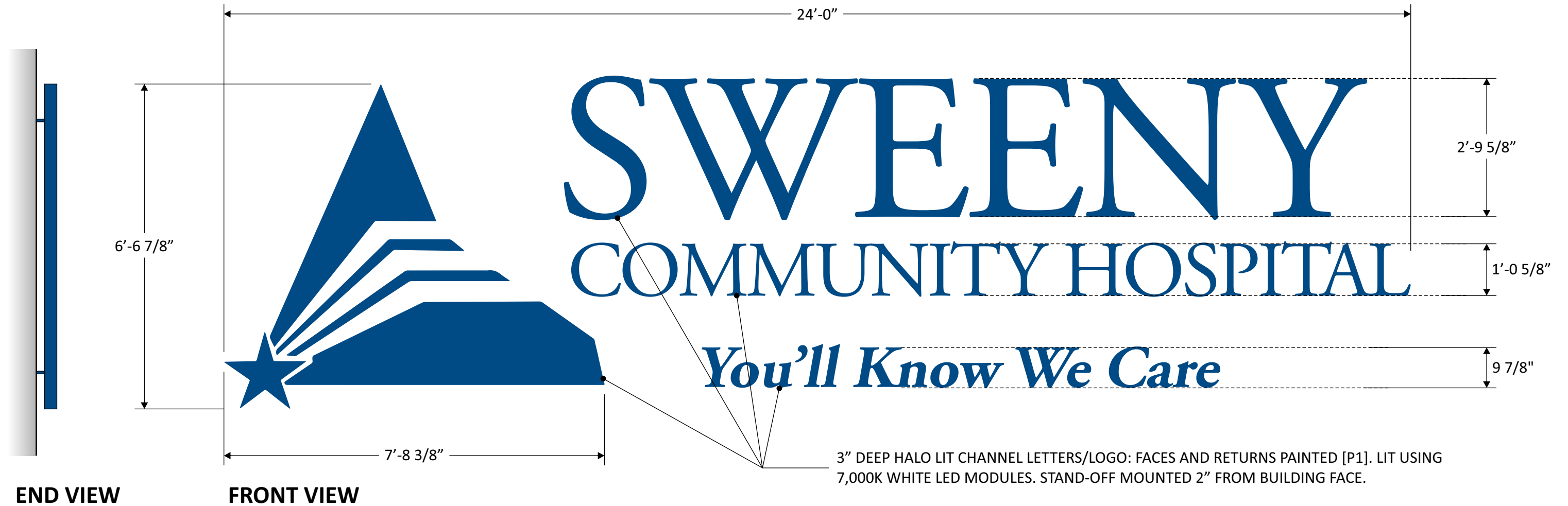
REP: SHANNON PATE | DESIGNER: STEVE SIMS

---



**QTY. 1 SET OF CHANNEL LETTERS**

SCALE: 1/2"=1'0"



**PAINT COLORS:**

P1: BLUE PMS 301C

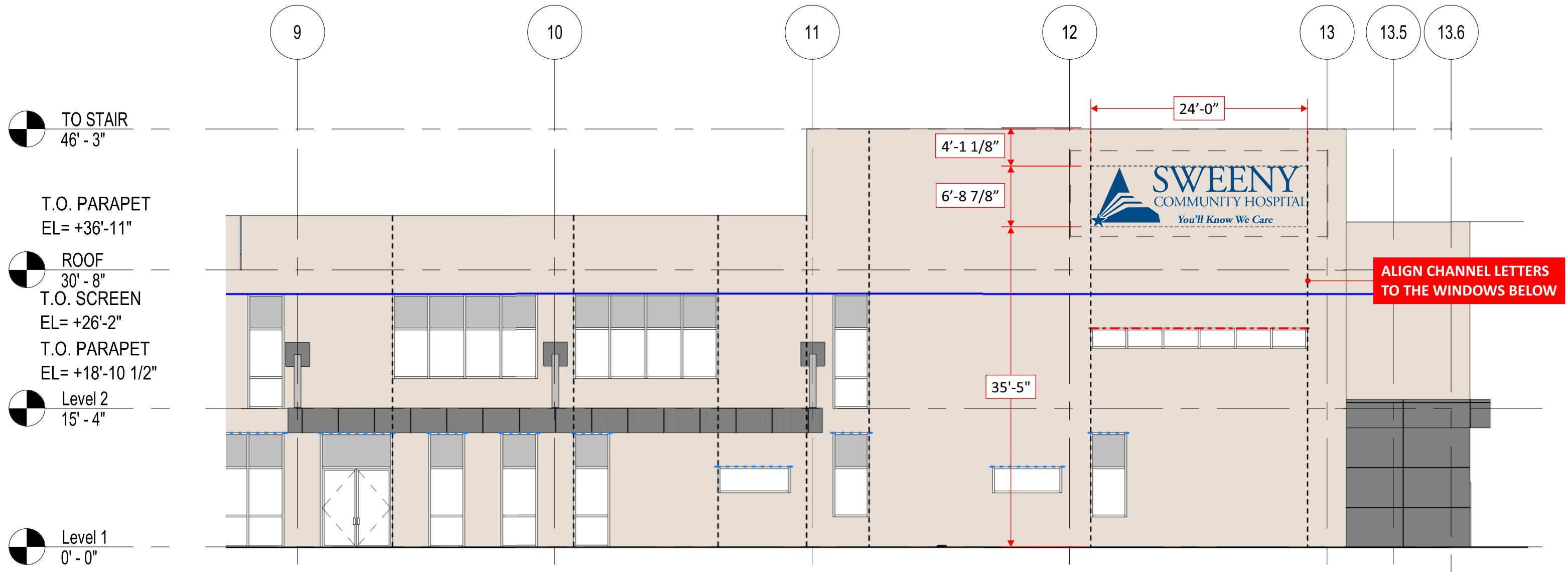
APPROVED    APPROVED AS NOTED    REVISE & RESUBMIT    REJECTED

SIGNATURE: \_\_\_\_\_

PROJECT FILENAME: SWEENY HOSPITAL 2231806

# SOUTHWEST ELEVATION

SCALE: 3/32"=1'0"



APPROVED  APPROVED AS NOTED  REVISE & RESUBMIT  REJECTED

SIGNATURE: \_\_\_\_\_

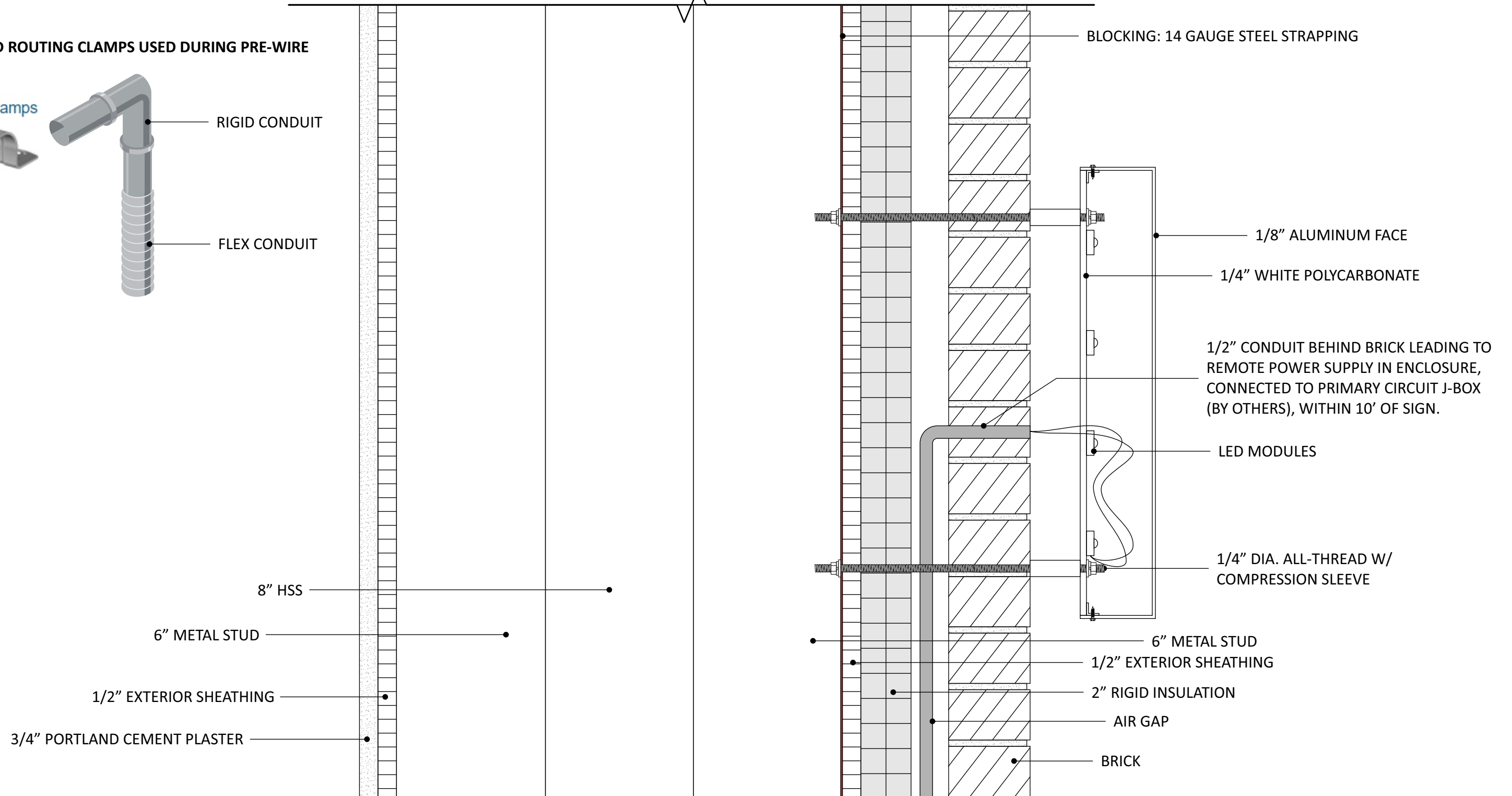
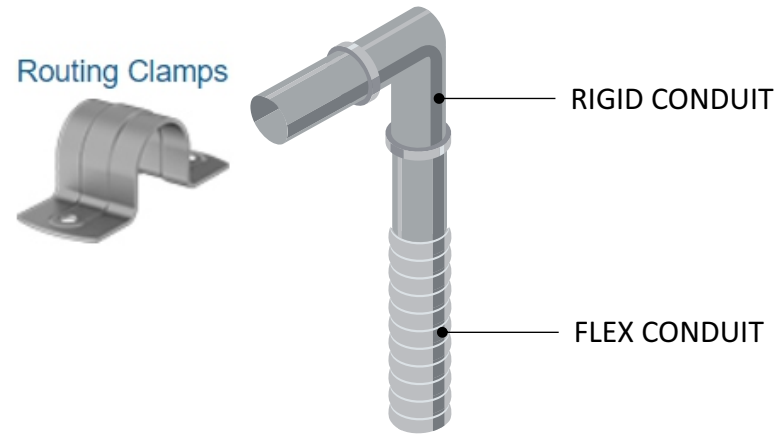
PROJECT FILENAME: SWEENY HOSPITAL 2231806

# LARGE LETTER/LOGO DETAILS

SCALE: 3"=1'0"

2'-10 1/2"

CONDUIT AND ROUTING CLAMPS USED DURING PRE-WIRE



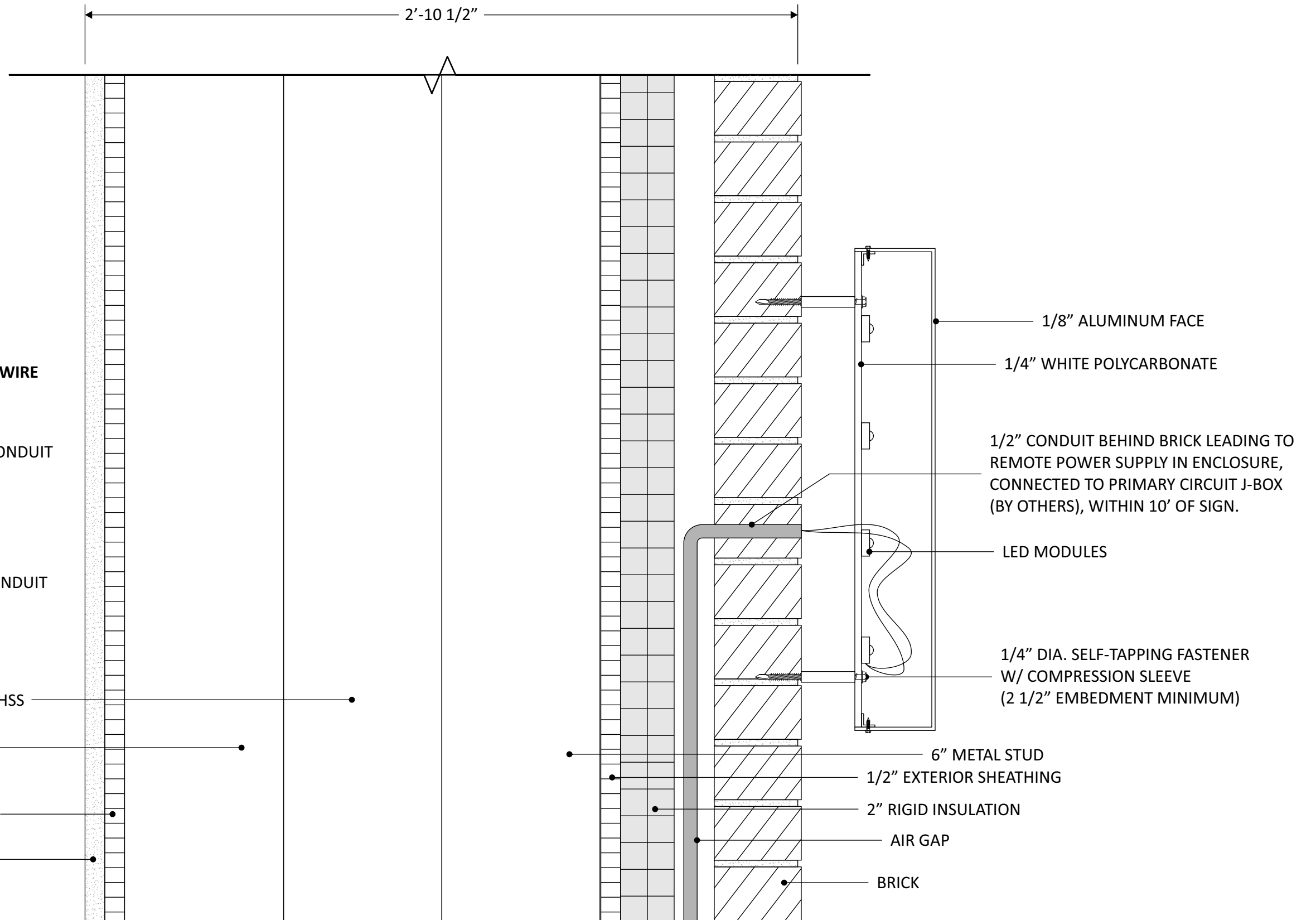
APPROVED  APPROVED AS NOTED  REVISE & RESUBMIT  REJECTED

SIGNATURE: \_\_\_\_\_

PROJECT FILENAME: SWEENEY HOSPITAL 2231806

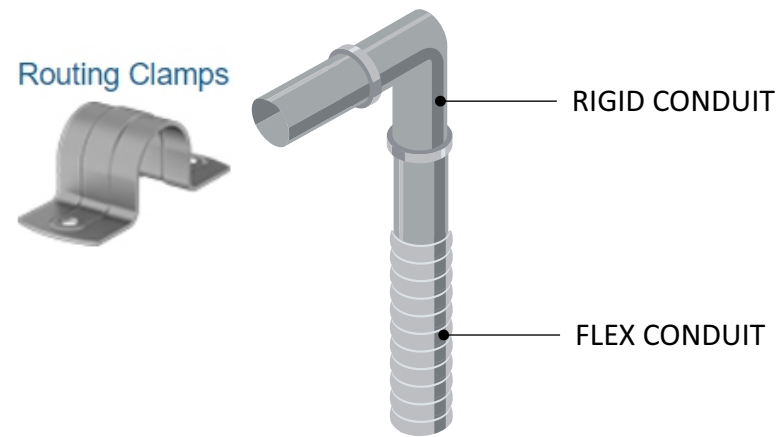
**SMALL LETTER DETAILS**

SCALE: 3"=1'0"



**CONDUIT AND ROUTING CLAMPS USED DURING PRE-WIRE**

Routing Clamps



APPROVED    APPROVED AS NOTED    REVISE & RESUBMIT    REJECTED

SIGNATURE: \_\_\_\_\_

PROJECT FILENAME: SWEENEY HOSPITAL 2231806

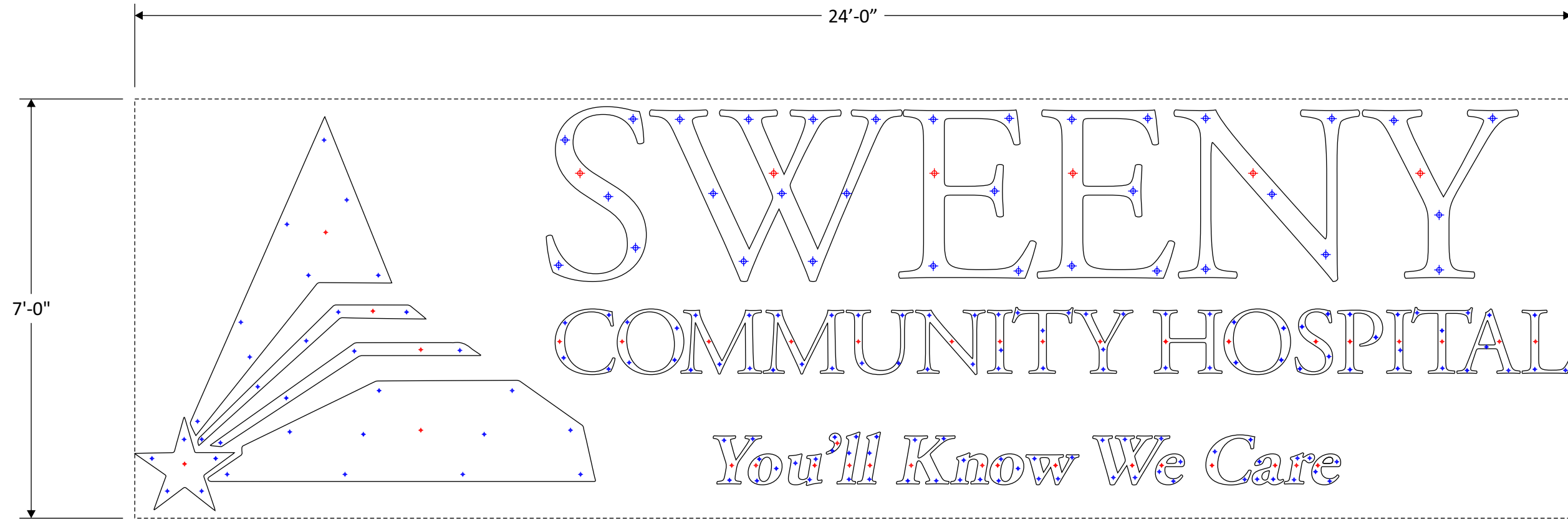


# TEMPLATE

SCALE: 1/2"=1'0"

⊕ ATTACHMENT POINTS

⊕ POWER



APPROVED
  APPROVED AS NOTED
  REVISE & RESUBMIT
  REJECTED

SIGNATURE: \_\_\_\_\_

PROJECT FILENAME: SWEENEY HOSPITAL 2231806

# SIGN TYPE: CHLTR.1 & 2 | CHANNEL LETTERS (SETS 1 & 2)

## ELECTRICAL DETAILS



**E496516**

\_\_\_\_ V \_\_\_\_ A \_\_\_\_ HZ

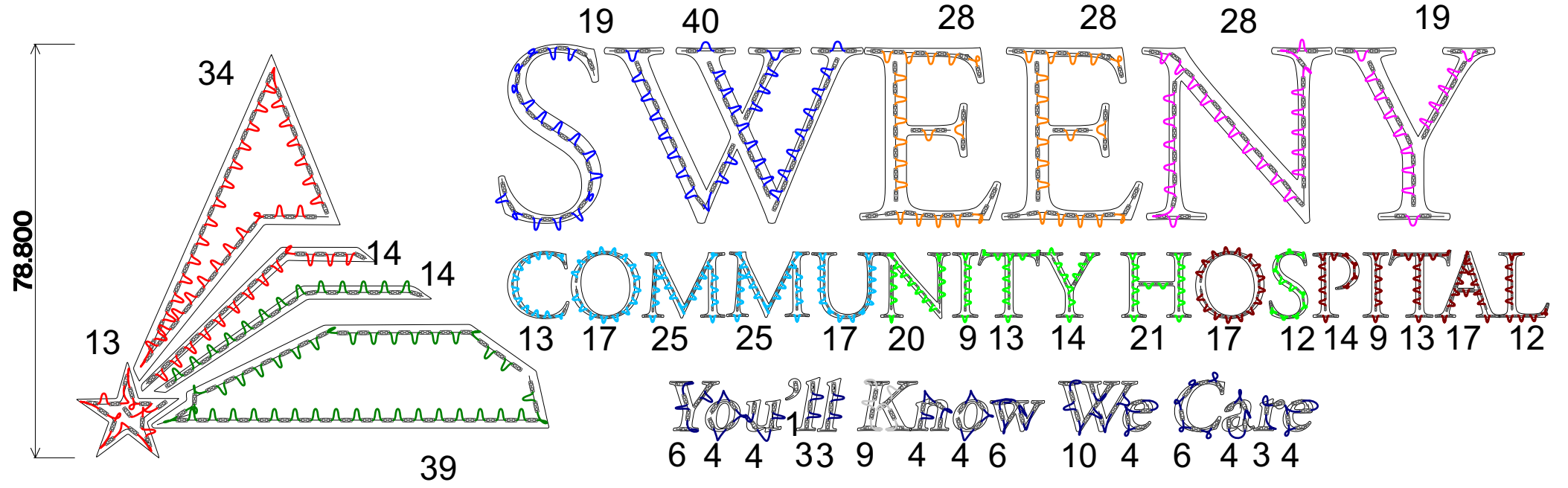
DATE: \_\_\_\_\_

Suitable for wet locations.

**VOLT: 120V. LOAD: 9.90 A**

HARDMAN SIGNS **MUST** BE NOTIFIED OF **OTHER VOLTAGES** PRIOR TO MANUFACTURE. A **DEDICATED** CIRCUIT CONSISTING OF PRIMARY, NEUTRAL AND GROUND CONDUCTORS ARE TO BE PROVIDED BY CUSTOMER.

MAX MODS PER SERIES	MAX MODS PER POWER SUPPLY	TITLE				REV.
Qwik Mod 2 Qwik Mod 2: 38 Qwik Mod Mini 2 Qwik Mod Mini 2: 120	Qwik Mod 2 76 MODS PER 60W PS Qwik Mod Mini 2 120 MODS PER 60W PS	Sweeney - 175875				1.
		DATE 25 Sep 2023	DRAWN BY : William Tallmon	AMP DRAW: 9.90 A		
		SIGN HEIGHT 78.8 in OA	SIGN DEPTH 3 in w/ 1.5 in SO	FACE MATERIAL: Aluminum	LIGHTING: Halo Lit	



<span style="color:red">■</span> Load: 79.3 % Modules: 61.0 Watts: 47.6 of 60.0 PS: Energizer Series Universal 60W	<span style="color:green">■</span> Load: 68.9 % Modules: 53.0 Watts: 41.3 of 60.0 PS: Energizer Series Universal 60W	<span style="color:blue">■</span> Load: 76.7 % Modules: 59.0 Watts: 46.0 of 60.0 PS: Energizer Series Universal 60W	<span style="color:orange">■</span> Load: 72.8 % Modules: 56.0 Watts: 43.7 of 60.0 PS: Energizer Series Universal 60W	<span style="color:pink">■</span> Load: 61.1 % Modules: 47.0 Watts: 36.7 of 60.0 PS: Energizer Series Universal 60W	<span style="color:cyan">■</span> Load: 77.6 % Modules: 97.0 Watts: 46.6 of 60.0 PS: Energizer Series Universal 60W	<span style="color:lightgreen">■</span> Load: 71.2 % Modules: 89.0 Watts: 42.7 of 60.0 PS: Energizer Series Universal 60W	<span style="color:darkred">■</span> Load: 65.6 % Modules: 82.0 Watts: 39.4 of 60.0 PS: Energizer Series Universal 60W	<span style="color:darkblue">■</span> Load: 85.8 % Modules: 66.0 Watts: 51.5 of 60.0 PS: Energizer Series Universal 60W
---	---	--	--	--	--	--	---	--

<p>ESTIMATED PRODUCT PER SIGN</p> <p>(351) Qwik Mod 2 Modules: (UL#: PL-QM2-TW150-P, SKU#: M-QMDX0-71)</p> <p>(268) Qwik Mod Mini 2 Modules: (UL#: PL-MN2-QM70-P, SKU#: M-QMM20-70)</p>	<p>(9) Energizer Series Universal 60W Driver(s): (UL#: P-OH060-12-EC, SKU#: P-OH060-12-EC)</p>	<p>CAUTION: THIS LAYOUT IS ONLY AN ESTIMATE.</p> <p>Channel letter depth, face color, material, and thickness can vary which may effect the number of modules required. To ensure accuracy, it is recommended that you test light in a darkened environment prior to installing or shipping to the site to ensure the light output is commercially acceptable. Final material estimates are the responsibility of the sign manufacturer. Unless noted in header, Layout is based on the use of acrylic face material.</p>
---	--	---

APPROVED  APPROVED AS NOTED  REVISE & RESUBMIT  REJECTED

SIGNATURE: \_\_\_\_\_

PROJECT FILENAME: SWEENEY HOSPITAL 2231806



# AGENDA MEMO

## Business of the City Council City of Sweeny, Texas

<b>Meeting Date</b>	11.15.2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>	Yes	<b>Presenter(s)</b>	Wade Thompson, Lindsay Koskiniemi
<b>Reviewed by City Attorney</b>	No	<b>Department</b>	Finance – Debt Service, CIP
<b>Subject</b>	Discussion and possible action on Limited Tax Note, Series 2023.		
<b>Attachments</b>	1) Limited Tax Note Series 2023 debt schedule 2) TexPool statement – May 2023 3) TexPool statement – November 2023		
<b>Financial Information</b>	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

### Executive Summary

**12/8/2023 Updated:** Finance Director notified City Manager last week prior to repayment that there was a \$45,000 issuance fee for the loan. The City has not earned enough interest from investment interest revenue to pay for both the Interest Payment 1 of \$58,843 and the Issuance fee of \$45,000. The first interest payment was made by the due date of 12/01/2023. Mayor Hopkins instructed the City Manager to present the information to City Council.

On 12/13/2023, Wade Thompson will present Council with information on the possibility of repayment and/or issuance of certificates with the intent to bring the annual principal and interest payments down and extend the loan terms to increase bond capacity. The thought is to “make lemonade” and put the funds toward waterline replacement and a manganese filtration system to attack the top priority issue in Sweeny currently: Water Quality and Coloration (also, a Council-delegated ‘top 3’ project for the City Manager).

Prior to taking the \$2.5 million loan in June 2023, the May 2023 balance of the Sidewalk Fund was \$275,178.78.

The November 2023 balance was \$2,842,404.39, and the first interest payment that was made 12/01/2023 will reduce the amount by \$58,843. Total interest revenue the City has earned from the loan is \$67,225.61(June 2023 – November 2023).

**From 11/15/2023:** In 2023, the City of Sweeny took a loan in the amount of \$2.54 million in anticipation of selection for an 80/20 shared reimbursable project through the Texas Department of Transportation. Unfortunately, the City’s project to install safe walking paths along routes commonly accessed by student pedestrians was not selected. The City’s appeal of the decision is currently (as of 11/9/2023) by the TxDOT executive director.

In planning for the likely event that the decision to deny the City’s second application for this project stands, the City has this debt, held in TexPool, which is gaining interest at over 5.5% - enough to cover the 4.65% interest payment due in December. This loan was designed to be short-term, as



# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

the project was anticipated to take place over 36 months. That said, the loan payments for each year a high, in excess of \$430,000, as it was intended to be repaid over 7 years.

The City has the option to retain the debt, as there are numerous capital needs around the City – the most imperative being replacement of metal water lines, possible installation of a manganese filter, and required improvements at the sewer plant.

Wade Thompson of Government Capital will address Council and provide options. The first interest payment in the amount of \$58,843 is due December 01, 2023. Should City Council choose to retain the Limited Tax Note (2023), management’s guidance is to work with Mr. Thompson to refinance and extend the note to bring the annual payments down.

### Recommended Action

**Update to Recommendation:**

City Council should consider a new loan or certificate option that would bring down the annual principal and interest costs and put the funds toward a city-wide water improvement project backed by engineering to determine the city’s highest-priority water infrastructure needs and address waterline replacement accordingly.

**Prior Recommendation:**

Should City Council choose to retain the Limited Tax Note (2023), management’s guidance is to work with Mr. Thompson to refinance and extend the note to bring the annual payments down.

LIMITED TAX NOTE, SERIES 2023	DATE DUE	BOND REDEMPTIONS	COUPON RATE	INTEREST	TOTAL DEBT SERVICE	TOTAL PAYMENT PER FY	DUE IN FY24
FOR: TXDOT REIMBURSABLE PROJECT	12/1/2023			58,842.52	58,842.52		
CONTINGENCY: IF SWEENEY'S PROJECT IS NOT SELECTED, THE PLAN IS TO REPAY THIS LOAN IN A LUMP SUM. FOR THE INTERIM, THE PLAN IS TO HAVE THE FUNDS HELD IN THE HIGHEST GAINING INVESTMENT POOL ACCOUNT.	6/1/2024	316,000.00	4.65%	59,171.25	375,171.25	434,013.77	434,013.77
	12/1/2024			51,824.25	51,824.25		
	6/1/2025	330,000.00	4.65%	51,824.25	381,824.25	433,648.50	
AMOUNT: \$2,545,000	12/1/2025			44,151.75	44,151.75		
STATUS: IN REPAYMENT	6/1/2026	346,000.00	4.65%	44,151.75	390,151.75	434,303.50	
	12/1/2026			36,107.25	36,107.25		
	6/1/2027	362,000.00	4.65%	36,107.25	398,107.25	434,214.50	
	12/1/2027			27,690.75	27,690.75		
	6/1/2028	379,000.00	4.65%	27,690.75	406,690.75	434,381.50	
	12/1/2028			18,879.00	18,879.00		
	6/1/2029	397,000.00	4.65%	18,879.00	415,879.00	434,758.00	
	12/1/2029			9,648.75	9,648.75		
	6/1/2030	415,000.00	4.65%	9,648.75	424,648.75	434,297.50	
		2,545,000.00		494,617.27	3,039,617.27	3,039,617.27	434,013.77

TexPool Participant Services  
 1001 Texas Avenue, Suite 1150  
 Houston, TX 77002



CITY OF SWEENEY  
 SIDEWALK FUND  
 ATTN LINDSAY KOSKINIEMI  
 PO BOX 248  
 SWEENEY TX 77480-0248

# Participant Statement

**Statement Period** 11/01/2023 - 11/30/2023

**Customer Service** 1-866-TEX-POOL  
**Location ID** 000077174  
**Investor ID** 000019340

## TexPool Update

Keep up to date with the latest market talk from our portfolio managers and strategists by visiting the Insights page of TexPool.com.

<b>TexPool Summary</b>						
Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$2,829,908.47	\$0.00	\$0.00	\$12,495.92	\$2,842,404.39	\$2,830,325.00
<b>Total Dollar Value</b>	<b>\$2,829,908.47</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$12,495.92</b>	<b>\$2,842,404.39</b>	

## Portfolio Value

Pool Name	Pool/Account	Market Value (11/01/2023)	Share Price (11/30/2023)	Shares Owned (11/30/2023)	Market Value (11/30/2023)
Texas Local Government Investment Pool	449/208200015	\$2,829,908.47	\$1.00	2,842,404.390	\$2,842,404.39
<b>Total Dollar Value</b>		<b>\$2,829,908.47</b>			<b>\$2,842,404.39</b>

## Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/208200015	\$12,495.92	\$72,439.39
<b>Total</b>		<b>\$12,495.92</b>	<b>\$72,439.39</b>

## Transaction Detail

### Texas Local Government Investment Pool

Participant: CITY OF SWEENEY

Pool/Account: 449/208200015

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
11/01/2023	11/01/2023	BEGINNING BALANCE	\$2,829,908.47	\$1.00		2,829,908.470
11/30/2023	11/30/2023	MONTHLY POSTING	\$12,495.92	\$1.00	12,495.920	2,842,404.390
<b>Account Value as of 11/30/2023</b>			<b>\$2,842,404.39</b>	<b>\$1.00</b>		<b>2,842,404.390</b>

TexPool Participant Services  
1001 Texas Avenue, Suite 1150  
Houston, TX 77002



CITY OF SWEENEY  
SIDEWALK FUND  
ATTN LINDSAY KOSKINIEMI  
PO BOX 248  
SWEENEY TX 77480-0248

## Participant Statement

**Statement Period 05/01/2023 - 05/31/2023**

Customer Service 1-866-TEX-POOL  
Location ID 000077174  
Investor ID 000019340

## TexPool Update

Keep up to date with the latest market talk from our portfolio managers and strategists by visiting the Insights page of TexPool.com.

### TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$274,014.34	\$0.00	\$0.00	\$1,164.44	\$275,178.78	\$274,051.90
<b>Total Dollar Value</b>	<b>\$274,014.34</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,164.44</b>	<b>\$275,178.78</b>	

## Portfolio Value

Pool Name	Pool/Account	Market Value (05/01/2023)	Share Price (05/31/2023)	Shares Owned (05/31/2023)	Market Value (05/31/2023)
Texas Local Government Investment Pool	449/208200015	\$274,014.34	\$1.00	275,178.780	\$275,178.78
<b>Total Dollar Value</b>		<b>\$274,014.34</b>			<b>\$275,178.78</b>

## Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/208200015	\$1,164.44	\$5,213.78
<b>Total</b>		<b>\$1,164.44</b>	<b>\$5,213.78</b>

## Transaction Detail

### Texas Local Government Investment Pool

Participant: CITY OF SWEENEY

Pool/Account: 449/208200015

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
05/01/2023	05/01/2023	BEGINNING BALANCE	\$274,014.34	\$1.00		274,014.340
05/31/2023	05/31/2023	MONTHLY POSTING	\$1,164.44	\$1.00	1,164.440	275,178.780
<b>Account Value as of 05/31/2023</b>			<b>\$275,178.78</b>	<b>\$1.00</b>		<b>275,178.780</b>



# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>	12/13/2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	City Manager; Lindsay Koskiniemi
<b>Reviewed by City Attorney</b>		<b>Department</b>	Administration/ Water Department
<b>Subject</b>	Discussion/ Possible action on proposal received by Water of Texas, Michael Claybourn Sr.		
<b>Attachments</b>			
<b>Financial Information</b>	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

#### Executive Summary

Michael Claybourn, Water of Texas/ Water Treatment Services of Texas, will be presenting drafted proposal to Council as previously requested.

#### Recommended Action

Council Discretion





# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>	12/13/2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	City Manager
<b>Reviewed by City Attorney</b>		<b>Department</b>	Administration
<b>Subject</b>	Discussion and Possible action on nominations for the Brazoria County Appraisal Districts Board of Directors and adoption of Resolution naming those nominated.		
<b>Attachments</b>	BCAD Board Nominations, BCAD Resolution Board Nominations 2024; Excel Votes Cast		
<b>Financial Information</b>	Expenditure Required:	-	
	Amount Budgeted:	-	
	Account Number:	-	
	Additional Appropriation Required:	-	
	Additional Account Number:	-	

#### Executive Summary

**Follow Up from City Council Meeting on November 15, 2023:**

*The City Council took no action at the November meeting to nominate a candidate for the Brazoria County Appraisal District Board of Directors. Council instructed staff to obtain information on each candidate, if available. Staff contacted BCAD staff and obtained the only information available, "TALLY SHEET FOR BOARD OF DIRECTORS ELECTION FOR YEAR 2024." This information was current at the time of receipt in November 2023 and only contains tally information for those entities that had passed resolutions in support of a candidate last month. David Galloway contacted City Manager and stated he would appreciate Sweeny's support. No other candidates have contacted City staff.*

The City is entitled to cast 7 votes. You may cast all votes for one candidate OR distribute votes among any number of candidates. To cast nominations, we must submit a written resolution to accompany the ballot.

Current board members are Tommy King, Susan Spoor, George Sandars, Gail Robinson, and Bobby Brown.

Excel is attached showing votes cast as of 12.04.2023 from BCAD.

#### Recommended Action

Council's Discretion

If you choose to nominate, a Resolution must be approved naming those nominated.

# BRAZORIA COUNTY APPRAISAL DISTRICT

Item 9.

## MEMBERS OF THE BOARD

Bobby Brown  
Kristin Bulanek  
Tommy King  
Gail Robinson  
George Sandars  
Susan Spoor

## CHIEF APPRAISER

Marcel Pierel III  
500 N. Chenango  
Angleton, Texas 77515  
979-849-7792  
Fax 979-849-7984

October 20, 2023

Ms. Lindsay Koskiniemi  
City Manager of Sweeny  
PO Box 248  
Sweeny, TX 77480

Dear Ms. Koskiniemi,

Thirty-four voting taxing units were entitled to submit by written resolution, nominations to fill the five-member board of directors of the Brazoria County Appraisal District for the year 2024. **Attached is the official ballot with the nominations we received.**

### **CITY OF SWEENEY IS ENTITLED TO CAST 7 VOTE(S).**


Each voting unit must vote by **Written Resolution** and submit it to the chief appraiser before **December 15, 2023**. The governing body of the taxing unit may cast all its votes for one candidate or distribute the votes among any number of candidates. When you add the column of your votes, your total should not be greater than your allotted number.

A voting unit must cast its votes for a person nominated and named on the ballot. There is no provision for write-in candidates. The chief appraiser may not count votes cast for someone not listed on the official ballot.

Please complete the ballot and return to Marcel Pierel III, Chief Appraiser, by mail to 500 North Chenango, Angleton, Texas 77515, email [mpierel@brazoriacad.org](mailto:mpierel@brazoriacad.org) or fax to 979-849-7984 **along with a Written Resolution before December 15, 2023**. If you have any questions about the format of your resolution or any other matter, give me a call immediately.

It is important that you return your **Ballot and Resolution** to the chief appraiser before **December 15, 2023**, so that we may count the votes, declare the winners, and notify all taxing units and candidates of the results.

Sincerely,



Marcel Pierel III  
Chief Appraiser

MP/td  
Enclosure

**BRAZORIA COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS ELECTION 2023**

**OFFICIAL BALLOT**

<u>NOMINATIONS/CANDIDATES</u>	<u>VOTE(S) CAST</u>
1. <u>Douglas Chumley</u>	1. _____
2. <u>Karla Clark</u>	2. _____
3. <u>Gary Dickey</u>	3. _____
4. <u>Brenda Dillon</u>	4. _____
5. <u>David Galloway</u>	5. _____
6. <u>Eric Hayes</u>	6. _____
7. <u>Deric Hebert</u>	7. _____
8. <u>Alan Higginbotham</u>	8. _____
9. <u>Glen Jones</u>	9. _____
10. <u>Tommy King</u>	10. _____
11. <u>Heather Martin</u>	11. _____
12. <u>Patrick O'Day</u>	12. _____
13. <u>Gail Robinson</u>	13. _____
14. <u>George Sandars</u>	14. _____
15. <u>Susan Spoor</u>	15. _____

**PLEASE ATTACH YOUR RESOLUTION TO THIS FORM**

SUBMITTED BY: \_\_\_\_\_

VOTES ENTITLED TO: \_\_\_\_\_

VOTES CAST: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

WHEREAS, the official ballot containing the names of the duly nominated candidates for the Board of Directors of the Brazoria County Appraisal District has been received from the Chief Appraiser of the Brazoria County Appraisal District; and

WHEREAS, the \_\_\_\_\_ wishes to cast its votes thereon;

NOW, THEREFORE, BE IT RESOLVED, the \_\_\_\_\_ does hereby determine and cast its votes for the candidates for the Board of Directors of the Brazoria County Appraisal District as follows:

BE IT FURTHER RESOLVED that the official ballot be marked in accordance with this resolution and returned to the Chief Appraiser of the Brazoria County Appraisal District with a copy of this resolution attached hereto prior to December 15, 2023.

PASSED AND APPROVED this \_\_\_\_\_ Day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Presiding Officer

ATTEST:

\_\_\_\_\_  
Secretary

**TALLY SHEET FOR BOARD OF DIRECTORS ELECTION FOR YEAR 2024**

Item 9.

	<b>TAXING JURISDICTIONS</b>	<b>NO. VOTES</b>	<b>Douglas Chumley</b>	<b>Karla Clark</b>	<b>Gary Dickey</b>	<b>Brenda Dillon</b>	<b>David Galloway</b>	<b>Eric Hayes</b>	<b>Deric Hebert</b>	<b>Alan Higginbotham</b>	<b>Glen Jones</b>	<b>Tommy King</b>	<b>Heather Martin</b>	<b>Patrick O'Day</b>	<b>Gail Robinson</b>	<b>George Sandars</b>	<b>Susan Spoor</b>	<b>TOTALS</b>
1	Brazoria County	689												414			275	689
2	Alvin ISD	885										885						885
3	Angleton ISD	314															314	314
4	Brazosport ISD	1,145													1145			1145
5	Columbia-Brazoria ISD	103																0
6	Damon ISD	10																0
7	Danbury ISD	27											27					27
8	Friendswood ISD	1																0
9	Pearland ISD	615																0
10	Sweeny ISD	246																0
11	Alvin Community College	129										129						129
12	Brazosport College	164																0
13	City of Alvin	68																0
14	City of Angleton	42																0
15	Village of Bailey's Prairie	1																0
16	City of Brazoria	6		6														6
17	City of Brookside Village	4																0
18	City of Clute	19																0
19	City of Danbury	3											3					3
20	City of Freeport	18		9				9										18
21	City of Hillcrest Village	1																0
22	Holiday Lakes	1																0
23	City of Iowa Colony	23																0
24	Village of Jones Creek	2					2											2
25	City of Lake Jackson	43									43							43
26	City of Liverpool	1								1								1
27	City of Manvel	40																0
28	City of Oyster Creek	2																0
29	City of Pearland	363																0
30	Town of Quintana	1								1								1
31	City of Richwood	12																0
32	Village Surfside Beach	7													7			7
33	City of Sweeny	7																0
34	City of West Columbia	8																0
	<b>TOTALS</b>	<b>5000</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>9</b>	<b>0</b>	<b>2</b>	<b>43</b>	<b>1014</b>	<b>30</b>	<b>414</b>	<b>1152</b>	<b>0</b>	<b>589</b>	<b>3270</b>



# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>	12/13/2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>	Yes	<b>Presenter(s)</b>	City Manager
<b>Reviewed by City Attorney</b>	Yes	<b>Department</b>	Administration
<b>Subject</b>	Discussion and possible action to approve a resolution in opposition to a proposed disease bioengineering primate laboratory within Brazoria County.		
<b>Attachments</b>	City Letter of Opposition, Cody Vasut's Letter of Opposition, Resolution		
<b>Financial Information</b>	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

#### Executive Summary

Attached is a letter prepared for Commissioners Court submitted on behalf of the City of Sweeny and an attached letter prepared and sent to the CEO of the Charles River Labs by Representative Vasut concerning Sweeny and other stakeholders' opposition to the primate biological testing facility proposed just 10 miles upstream.

County Attorney, Mary Shine opined at the Commissioners Court that there may be very little that can be done to fight this. She indicated that if the project meets Drainage District and other permitting entities' requirements, it will likely materialize.

This project has been clandestine without notification given to elected officials (cities or counties), to cities, or Sweeny Community Hospital or Sweeny ISD. No hazard mitigation plans, environmental plan, flood plan, biological contaminant containment plan, or waste management plan have been shared by CRL.

While there may not be much we can do to stop this project, local officials including Commissioner Linder of Brazoria County Commissioners Court – Precinct 4, State Representative Vasut, and City of Brazoria oppose this project.

Resolution has been drafted to show the City's opposition.

#### Recommended Action

Staff recommends approval of the resolution in opposition of the proposed Charles River Houston Two Laboratory Project, a primate biological testing facility.

#### **Recommended motion:**

I move we approve the proposed resolution in opposition of the proposed Charles River Laboratory Project, a primate biological testing facility.



November 27, 2023

Hon. Judge Sebesta and Brazoria County Commissioners  
Brazoria County Commissioners Court  
237 E. Locust St.  
Angleton, Texas 77515

CC: Hon. Mayor Dusty Hopkins and Members of the Sweeny City Council

Dear Judge Sebesta:

On behalf of the City of Sweeny, Texas, I am writing to express Sweeny’s opposition to the proposed Charles River Laboratory Facility located just ten (10) miles upstream from Sweeny. The citizens of Sweeny have grave concerns about the possibility of pathogens and other biological matter being released into the San Bernard River or the possible escape of an animal with a contractible disease, and these concerns are warranted, as no information about the facility has been shared with the citizens of Sweeny, an affected stakeholder within the same watershed of the proposed site located at County Road 2.

No plans or details have been shared such as an emergency management plan, biological contaminant plan, waste management plan for the disposal of deceased primates. I learned today that the Sweeny Independent School District, which services students within a 10-mile radius was not informed about the proposed Charles River Laboratory. Without any details or shared information on this project, how can the public be expected to have confidence that site will be safe? In local government, we strive to be transparent to build trust with our residents. No such trust building measures have been made to educate the public on how this facility will respect public safety.

This letter is prepared for the record to express Sweeny’s opposition to the proposed Charles River Laboratory – an animal testing facility with little to no available information on safety, disease containment, environmental compliance, or anti-animal cruelty measures.

Sweeny respectfully requests the help of our elected State and County Officials to stop this project from developing.

Sincerely,

Lindsay Koskiniemi, CPM, CGFO, MPA, MSA  
City Manager  
City of Sweeny, Texas



# CODY THANE VASUT



TEXAS HOUSE OF REPRESENTATIVES

*District 25*

November 28, 2023

James Foster  
Chief Executive Officer  
Charles River Laboratories

*Re: Proposed Facility for Housing Monkeys in Brazoria County.*

Dear Mr. Foster,

I am the State Representative for western and southern Brazoria County. It is my understanding that in March 2023, Charles River Laboratories formed Kandurt LLC (collectively, "CRL") to acquire approximately 538 acres of land in Brazoria County located off of County Road 2 (the "Property") near the border with Fort Bend, Matagorda, and Wharton Counties for the purported purpose of housing monkeys for medical research purposes.

I am deeply concerned about the lack of communication and the proposed scope of this project.

While this land acquisition was completed almost eight months ago, I was not notified about this proposed project until recently, I have received no contact from CRL, and it is my understanding that CRL has yet to meet with any local elected official to discuss this proposed project.

Once Brazoria County residents were alerted to this proposed project, my office has received numerous complaints and concerns about the proposal. No one has contacted me in support of this proposal. And I can understand why.





Charles River Laboratories

August 1, 2023

Page 2

The Property CRL acquired for this proposed project is ill-suited for any significant development, let alone a medical research facility. The Property is located in a low-lying forested area near the San Bernard Wildlife Refuge. I have been informed from adjoining landowners that the Property flooded during Hurricane Harvey in 2017. It is likely the Property will experience a significant flood event in the near future.

As I understand the proposed project, CRL intends to house purpose bred monkeys in one or more buildings to be constructed at the site, which it will transport to the site on Brazoria County roadways. The intended use of this facility to house primates raises a host of concerns about the impact of this site on the quality of life in Brazoria County.

By way of example, it is my understanding that a project of this caliber will generate significant quantities of biological waste from the monkeys housed on site. Regardless of the mitigation mechanism chosen for handling this waste, I am concerned biological waste, including the hormones and potential diseases contained therein, will be exposed to ground at the site and flow into the San Bernard watershed, which is a major recreational area in my district.

I am also concerned about the potential for monkeys at this site to be exposed to open-air and mosquitos, either on site or in transit. Brazoria County is uniquely at risk of mosquito-borne illnesses, including illnesses such as Malaria that may be carried by imported primates.

I am further concerned about the impact on the immediate environment and neighboring communities from any monkeys that escape CRL's custody. I have been provided information that causes me concern about CRL's ability to secure these primates. Even if the primates could be perfectly secured in the ordinary course of operations: the Property is located in a flood plain in a county that frequently experiences tropical storms and Hurricane. It is inevitable that this facility would be struck by a significant storm event.

If a monkey were able to escape the facility, it would have access to a large, forested area in a sensitive ecological area. It would be extremely difficult, if not impossible, to locate an escaped primate in the dense woods around the Property. And an escaped primate would pose a direct threat to both our native species, livestock, and residents near the facility.

This morning, I heard from many residents at the Brazoria County Commissioner's Court meeting who raised these concerns and many other concerns about the proposed project. The Brazoria County Commissioner's Court passed a resolution opposing this project. **I am opposed to this project as proposed as well.**

While it is my understanding no construction has taken place, and no permits have been filed for the project, it is unclear to me if and when CRL intends to move forward with the project. I welcome CRL to provide my office, and, more importantly, the people of Brazoria County, with a complete and transparent presentation of CRL's intentions for this project.

I look forward to receiving further information from CRL.

Regards,

A handwritten signature in black ink, appearing to read 'CV' with a superscript '106' and a subscript '6'.

Cody T. Vasut  
State Representative

Cc: Congressman Randy Weber  
State Senator Joan Huffman  
Texas Commission on Environmental Quality  
Brazoria County Commissioner's Court  
City of Brazoria  
City of Sweeny  
City of West Columbia  
Sweeny Independent School District  
West Brazos County Drainage District #11

RESOLUTION NO. \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF SWEENY, TEXAS, OPPOSING  
THE CHARLES RIVER HOUSTON TWO PROJECT.

WHEREAS, KANDURT LLC has purchased approximately 538 acres of land located off County Road 2, in Brazoria County, Texas; and

WHEREAS, the land purchased by KANDURT LLC is covered in trees and is low lying and near or adjacent to San Bernard River tributaries that are subject to flooding; and

WHEREAS, Charles River Laboratories intends to construct a facility on these premises in Brazoria County to house or breed non-human primate laboratory animals necessary for the development of new vaccines; and

WHEREAS, the City of Sweeny located in Brazoria County, Texas, is located about ten (10) miles downstream from the proposed facility; and

WHEREAS, the City is concerned about the potential release of pathogens or other biological matter into the San Bernard River, or the possible escape of an animal with a contractible disease into the area; and

WHEREAS, no information has been share about the facility and its emergency management plans or waste management plans with the City of Sweeny or the Sweeny Independent School District which services students residing within the City and outlying areas, located even closer to the proposed facility; and

WHEREAS, this type of facility does not fit within into the quality of life in the City of Sweeny or surrounding area.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY  
OF SWEENY, TEXAS:

Section 1:

The findings of fact stated herein are found to be true and correct.

Section 2:

The City Council of the City of Sweeny hereby states its opposition to the proposed Charles River Two project and respectfully requests that the federal and state government not issue any permits for this facility located in Brazoria County.

APPROVED AND ADOPTED \_\_\_\_\_, 2023.

\_\_\_\_\_  
DUSTY HOPKINS, Mayor of the  
City of Sweeny

ATTEST:

\_\_\_\_\_  
KAYDI SMITH, City Secretary



# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>	12/13/2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>	Yes	<b>Presenter(s)</b>	City Manager
<b>Reviewed by City Attorney</b>	No	<b>Department</b>	Administration
<b>Subject</b>	Discussion and possible action on approving a resolution in support of the pursuit of the CDBG-HUD Grant for Pecan Street water line replacement		
<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Proposed resolution</li> <li>• Project Limits Map</li> <li>• Engineer’s Estimation of Probable Costs</li> </ul>		
<b>Financial Information</b>	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

#### Executive Summary

Resolution has been created in support of the pursuit of the Housing and Urban Development Community Development Block Grant for replacement of approximately 1500 linear feed of waterline along Pecan Street from 1<sup>st</sup> Street to 5<sup>th</sup> Street.

The existing waterline is estimated to be around 80 years old and is composed of steel. The portion of corroded line often shown in public meetings by city staff was cut from a major leak that occurred along the Pecan St. waterline in August 2023 at 3<sup>rd</sup>. St and Pecan. When Public Works responded to the leak, several clamps in the line were observed. The existing line is corroded and brittle and contains a large amount of scaling and build up on the inside. Staff has determined that replacement of this waterline is necessary.

Staff is in the process of completing the required household income and demographics survey to complete the application. The City engineer has provided an estimate of probable costs for the new waterline. This cost estimate was projected with substantial contingency due to fluctuation of materials costs. City staff is working through the Brazoria County Community Development Block Grant Department and met with the County’s environmental consultant to walk the project limits on December 7, 2023. This project could be funded as early as March 2024.

#### Recommended Action

Staff recommends approval of a resolution in support of the CDBG-HUD grant application for the possible replacement of the waterline along Pecan Street from 1<sup>st</sup> Street to 5<sup>th</sup> Street.

**Recommended motion:**

I move we approve the resolution in support of the CDBG-HUD grant application for the possible replacement of the waterline along Pecan Street from 1<sup>st</sup> Street to 5<sup>th</sup> Street.

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY OF SWEENY, TEXAS,  
AUTHORIZING THE SUBMISSION OF A COMMUNITY  
DEVELOPMENT BLOCK GRANT APPLICATION TO THE  
BRAZORIA COUNTY COMMUNITY DEVELOPMENT  
DEPARTMENT FOR PROGRAM YEAR 2023; AUTHORIZING THE  
MAYOR OR CITY MANAGER TO ACT AS THE AUTHORIZED  
REPRESENTATIVES IN ALL MATTERS PERTAINING TO THE  
APPLICATION.

WHEREAS, the City Council of the City of Sweeny desires to submit an  
application for a Housing and Urban Development Community Development  
Block Grant to the Brazoria County Community Development Department; and

WHEREAS, the application is for a waterline replacement along Pecan Street and  
meets the program’s low and moderate income requirements;

WHEREAS, it is in the best interest of the City to apply for said grant.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL  
OF THE CITY OF SWEENY, TEXAS:

Section One (1): That a Community Development Block Grant application  
for the 2023 Brazoria County Development Program year 2023 be filed on behalf  
of the City of Sweeny.

Section Two (2): That said application is for a waterline replace project  
along Pecan Street in the City of Sweeny.

Section Three (3): That the City Council directs and designates the City  
Manager or Mayor to act in all matters in connection with this application to be  
authorized to execute this application and any subsequent contractual documents.

Section Four (4): That all funds will be used in accordance with all  
applicable, federal, state, local and programmatic requirements.

Section Five (5): That the City Council finds and declares that the  
meeting at which this resolution was passed complied with the requirements of  
the Texas Open Meetings Act.

Section Six (6): This Resolution shall take effect immediately upon  
passage.

PASSED AND APPROVED this \_\_\_\_\_ day of December, 2023.

\_\_\_\_\_  
DUSTY HOPKINS, Mayor of the  
City of Sweeny, Texas

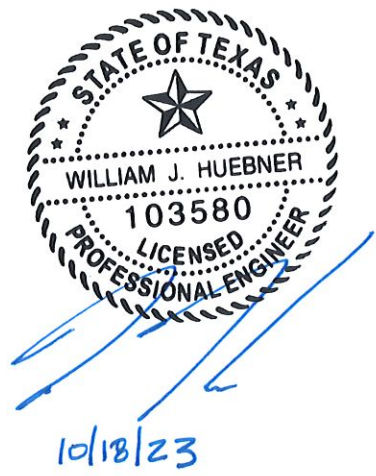
ATTEST:

\_\_\_\_\_  
KAYDI SMITH, City Secretary

**CITY OF SWEENEY, TEXAS**  
**PECAN STREET WATER MAIN REPLACEMENT**  
**ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST**  
**STRAND PROJECT NO. 3920.033**  
**October 18, 2023**

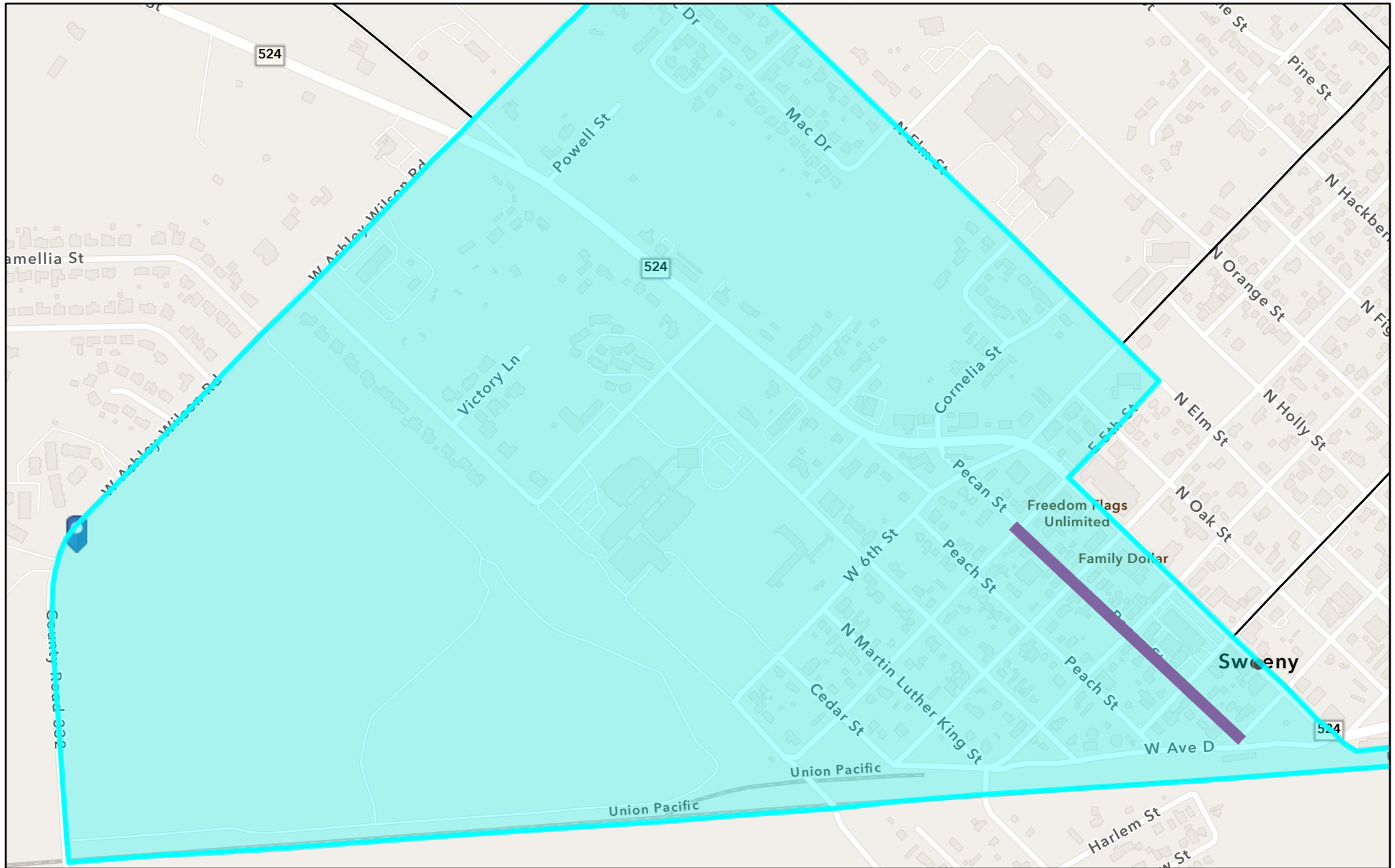
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	TOTAL
1.	Mobilization.	1	LS	\$ 50,000.00	\$ 50,000.00
2.	6-Inch C-900 Polyvinyl Chloride (PVC) Water Main.	1,500	LF	\$ 78.00	\$ 117,000.00
3.	8-Inch Tapping Sleeve and Valve and Connect to the Existing Water Main.	2	EA	\$ 8,500.00	\$ 17,000.00
4.	6-Inch Tapping Sleeve and Valve and Connect to the Existing Water Main.	2	EA	\$ 6,000.00	\$ 12,000.00
5.	2-Inch Tapping Sleeve and Valve and Connect to the Existing Water Main.	2	EA	\$ 2,000.00	\$ 4,000.00
6.	Make Wet Connection to the Existing 2-Inch Water Main.	1	EA	\$ 2,500.00	\$ 2,500.00
7.	6-Inch Gate Valve and Valve Box.	2	EA	\$ 2,500.00	\$ 5,000.00
8.	Fire Hydrant Unit.	3	EA	\$ 8,500.00	\$ 25,500.00
9.	3/4-Inch Service Line.	3,120	LF	\$ 30.00	\$ 93,600.00
10.	Install Service Connection (Including Service Saddle, Corporation Stop, Meter Stop, and Connection) to the Existing Meter and Other Fittings.	78	EA	\$ 900.00	\$ 70,200.00
11.	Abandon the Existing Water Main.	1	LS	\$ 3,000.00	\$ 3,000.00
12.	Trench Safety.	100	LF	\$ 1.50	\$ 150.00
13.	Asphalt Pavement Repair.	1,000	LF	\$ 55.00	\$ 55,000.00
14.	Seeding and Restoration.	1	LS	\$ 3,250.00	\$ 3,250.00
15.	Traffic Control According to the Texas Manual on Uniform Traffic Control Devices (TMUTCD).	1	EA	\$ 5,000.00	\$ 5,000.00
<b>TOTAL ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST:</b>					<b>\$ 463,200.00</b>

William J. Huebner, P.E.  
Strand Associates, Inc.® (TBPE No. F-8405)  
1906 Niebuhr Street  
Brenham, TX 77833



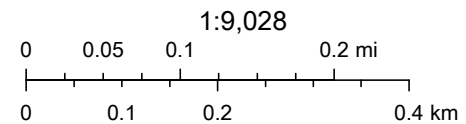


# Low- and Moderate-Income Data, based on 2011-2015 ACS 5-year Estimates



10/4/2023, 11:17:48 AM

LMISD by Block Group



Esri Community Maps Contributors, Brazoria County, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, CONANP, Esri, HERE, Garmin, Foursquare

U.S. Department of Housing and Urban Development, Web AppBuilder



# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>		<b>Agenda Item</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	City Manager, City Secretary
<b>Reviewed by City Attorney</b>		<b>Department</b>	Administration, Developmental Services
<b>Subject</b>	Discussion and possible action to a variance in preparation of a proposed replat to City owned property; 111 W 3rd Street		
<b>Attachments</b>	Replat Lots 19-26		
<b>Financial Information</b>	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

#### Executive Summary

The City owned structure located at 111 W 3<sup>rd</sup> Street would be required to be replatted prior to determining the outcome of the property in the event there is a change of ownership from the City of Sweeny.

The replat would separate the property as there are currently eight separate lots. These eight lots contain two different structures spanning over several lots each, in which is against our zoning ordinance.

In order to grant the replat, *FIRST* a variance to the zoning ordinance would be required. Variance requested would be to the depth of the 111 W 3<sup>rd</sup> Street lot (shown as LOT 23A), as it falls short of the requirement. Per the Commercial C1 zoning requirements, the depth of the property is to be one hundred (100) feet.

#### Recommended Action

To approve the variance to the zoning ordinance in allowance of the minimized depth requirements for the property located at 111 W 3<sup>rd</sup> Street.

BRAZORIA COUNTY TEXAS

IMLA KEEP LEAGUE ABSTRACT 79

STATE OF TEXAS COUNTY OF BRAZORIA I, LINDSAY KOSKINIEMI, CITY MANAGER OF THE CITY OF SWEENEY, TEXAS, OWNER OF LOTS 19 THROUGH 26, BLOCK 39 OF THE SWEENEY TOWNSITE, AS RECORDED IN VOLUME 2, PAGE 59, OF THE BRAZORIA COUNTY PLAT RECORDS IN THE IMLA KEEP LEAGUE, ABSTRACT 79, BRAZORIA COUNTY, TEXAS, DO HEREBY MAKE SUBDIVISION OF SAID PROPERTY, FOR AND ON BEHALF OF THE CITY OF SWEENEY, TEXAS, ACCORDING TO THE LOT LINES, BUILDING LINES AND EASEMENTS AS SHOWN HEREON AND DO HEREBY DEDICATE TO THE PUBLIC FOR USE THE EASEMENTS SHOWN HEREON FOREVER, AND DO HEREBY BIND MYSELF, MY SUCCESSORS AND ASSIGNS TO WARRANT AND FOREVER DEFEND THE TITLE TO THE LAND SO DEDICATED.

WITNESS MY HAND IN THE CITY OF BRAZORIA COUNTY, TEXAS, THIS THE DAY OF 2023.

LINDSAY KOSKINIEMI CITY MANAGER CITY OF SWEENEY, TEXAS

NOTARY PUBLIC STATE OF TEXAS COUNTY OF BRAZORIA

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, LINDSAY KOSKINIEMI, CITY MANAGER OF SWEENEY, TEXAS, AND KNOWN TO ME TO BE THE PERSON WHO IS GIVEN AUTHORITY TO REPRESENT THE NAME SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN SET FORTH. GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS DAY OF 2023.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS MY COMMISSION EXPIRES 20

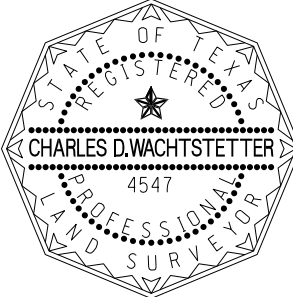
CITY OF SWEENEY, CITY OFFICIALS

THIS IS TO CERTIFY THAT THE MAYOR AND CITY COUNCIL OF THE CITY OF SWEENEY, TEXAS HAVE APPROVED THIS REPLAT OF LOTS 19 THROUGH 26, BLOCK 39, SWEENEY TOWNSITE, IN THE IMLA KEEP LEAGUE, ABSTRACT 79 IN THE CITY OF SWEENEY, TEXAS AS SHOWN HEREON THIS THE DAY OF 2023.

DUSTY HOPKINS, MAYOR MARK MORGAN, JR., POSITION 1 REESE C. COOK, POSITION 2 BRIAN BROOKS, POSITION 3 JOHN RAMBO, POSITION 4 (MAYOR PRO-TEM) TIM PETTIGREW, POSITION 5 KAYDI SMITH, CITY SECRETARY R.C. STEVENSON, CITY ATTORNEY

STATE OF TEXAS COUNTY OF BRAZORIA

I, CHARLES D. WACHTSTETTER, A REGISTERED PROFESSIONAL LAND SURVEYOR OF THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE ABOVE PLAT OF THE REPLAT OF LOTS 19 THROUGH 26, BLOCK 39 OF THE SWEENEY TOWNSITE, OUT OF THE IMLA KEEP SURVEY, ABSTRACT 79, BRAZORIA COUNTY, TEXAS WAS PREPARED FROM AN ACTUAL SURVEY ON THE GROUND AND THAT THIS PLAT CORRECTLY REPRESENTS THAT SURVEY MADE BY ME.



PRELIMINARY

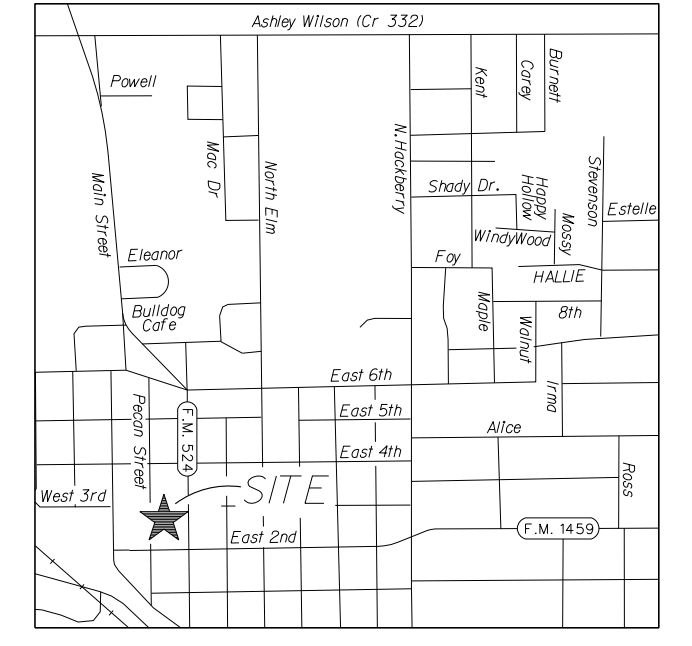
CHARLES D. WACHTSTETTER REGISTERED PROFESSIONAL LAND SURVEYOR TEXAS REGISTRATION NUMBER 4547

NOTES:

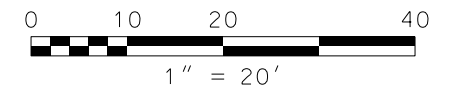
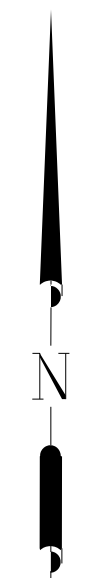
- 1. ALL COORDINATES AND BEARINGS ARE RELATIVE TO THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83). 2. ALL DISTANCES ARE HORIZONTAL SURFACE LEVEL LENGTHS. (SF= 0.999876499) 3. DENOTES FOUND IRON ROD/PIPE 4. DENOTES SET SCRIBED x IN CONCRETE. 5. NO TITLE COMMITMENT WAS PROVIDED FOR THIS SURVEY. THERE MAY BE ITEMS OF RECORD WHICH AFFECT THIS PROPERTY, NOT SHOWN HEREON. 6. THE PURPOSE OF THIS SURVEY IS TO COMBINE 8 LOTS INTO 2 LOTS. 7. THIS PROPERTY IS SUBJECT TO BUILDING RESTRICTIONS OF THE CITY OF SWEENEY.

OWNER: CITY OF SWEENEY 102 ASHLEY-WILSON ROAD SWEENEY, TX 77480

SURVEYOR: DOYLE & WACHTSTETTER, INC. 131 COMMERCE STREET CLUTE, TX 77531 (979) 265-3622



VICINITY MAP N.T.S.



REPLAT OF LOTS 19 THROUGH 26, BLOCK 39

OF THE SWEENEY TOWNSITE AS RECORDED IN VOLUME 2, PAGE 59 OF THE BRAZORIA COUNTY PLAT RECORDS IN THE IMLA KEEP SURVEY ABSTRACT 79 CITY OF SWEENEY BRAZORIA COUNTY, TEXAS

AUGUST 2023



USER: test\_07/02/23 TIME: 6:19:19 PM CADDEN\Boundary\Sweeney\39\Lots\_19-26\Replat-Lots\_19 thru\_26.dgn



# AGENDA MEMO

Business of the City Council  
City of Sweeny, Texas

<b>Meeting Date</b>		<b>Agenda Item</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	City Manager, City Secretary
<b>Reviewed by City Attorney</b>		<b>Department</b>	Administration, Developmental Services
<b>Subject</b>	Discussion and possible action on proposed replat of City owned property; 111 W 3rd Street		
<b>Attachments</b>	Replat Lots 19-26		
<b>Financial Information</b>	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

**Executive Summary**

The City owned structure located at 111 W 3<sup>rd</sup> Street would be required to be replatted prior to determining the outcome of the property in the event there is a change of ownership from the City of Sweeny.

The replat would separate eight separate lot into two properties; shown as Lot 23A and Lot 19A.

**Recommended Action**

To approve the replat of City owned property from eight individual lots into two properties, known as 111 W 3<sup>rd</sup> Street and 222 Pecan Street.

BRAZORIA COUNTY TEXAS

IMLA KEEP LEAGUE ABSTRACT 79

STATE OF TEXAS COUNTY OF BRAZORIA

I, LINDSAY KOSKINIEMI, CITY MANAGER OF THE CITY OF SWEENEY, TEXAS, OWNER OF LOTS 19 THROUGH 26, BLOCK 39 OF THE SWEENEY TOWNSITE, AS RECORDED IN VOLUME 2, PAGE 59, OF THE BRAZORIA COUNTY PLAT RECORDS IN THE IMLA KEEP LEAGUE, ABSTRACT 79, BRAZORIA COUNTY, TEXAS, DO HEREBY MAKE SUBDIVISION OF SAID PROPERTY, FOR AND ON BEHALF OF THE CITY OF SWEENEY, TEXAS, ACCORDING TO THE LOT LINES, BUILDING LINES AND EASEMENTS AS SHOWN HEREON AND DO HEREBY DEDICATE TO THE PUBLIC FOR USE THE EASEMENTS SHOWN HEREON FOREVER, AND DO HEREBY BIND MYSELF, MY SUCCESSORS AND ASSIGNS TO WARRANT AND FOREVER DEFEND THE TITLE TO THE LAND SO DEDICATED.

WITNESS MY HAND IN THE CITY OF BRAZORIA COUNTY, TEXAS.

THIS THE DAY OF 2023.

LINDSAY KOSKINIEMI CITY MANAGER CITY OF SWEENEY, TEXAS

NOTARY PUBLIC STATE OF TEXAS COUNTY OF BRAZORIA

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, LINDSAY KOSKINIEMI, CITY MANAGER OF SWEENEY, TEXAS, AND KNOWN TO ME TO BE THE PERSON WHO IS GIVEN AUTHORITY TO REPRESENT THE NAME SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS DAY OF 2023.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

MY COMMISSION EXPIRES 20

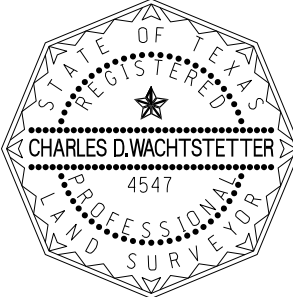
CITY OF SWEENEY, CITY OFFICIALS

THIS IS TO CERTIFY THAT THE MAYOR AND CITY COUNCIL OF THE CITY OF SWEENEY, TEXAS HAVE APPROVED THIS REPLAT OF LOTS 19 THROUGH 26, BLOCK 39, SWEENEY TOWNSITE, IN THE IMLA KEEP LEAGUE, ABSTRACT 79 IN THE CITY OF SWEENEY, TEXAS AS SHOWN HEREON THIS THE DAY OF 2023.

DUSTY HOPKINS, MAYOR MARK MORGAN, JR., POSITION 1 REESE C. COOK, POSITION 2 BRIAN BROOKS, POSITION 3 JOHN RAMBO, POSITION 4 (MAYOR PRO-TEM) TIM PETTIGREW, POSITION 5 KAYDI SMITH, CITY SECRETARY R.C. STEVENSON, CITY ATTORNEY

STATE OF TEXAS COUNTY OF BRAZORIA

I, CHARLES D. WACHTSTETTER, A REGISTERED PROFESSIONAL LAND SURVEYOR OF THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE ABOVE PLAT OF THE REPLAT OF LOTS 19 THROUGH 26, BLOCK 39 OF THE SWEENEY TOWNSITE, OUT OF THE IMLA KEEP LEAGUE, ABSTRACT 79, BRAZORIA COUNTY, TEXAS WAS PREPARED FROM AN ACTUAL SURVEY ON THE GROUND AND THAT THIS PLAT CORRECTLY REPRESENTS THAT SURVEY MADE BY ME.



PRELIMINARY

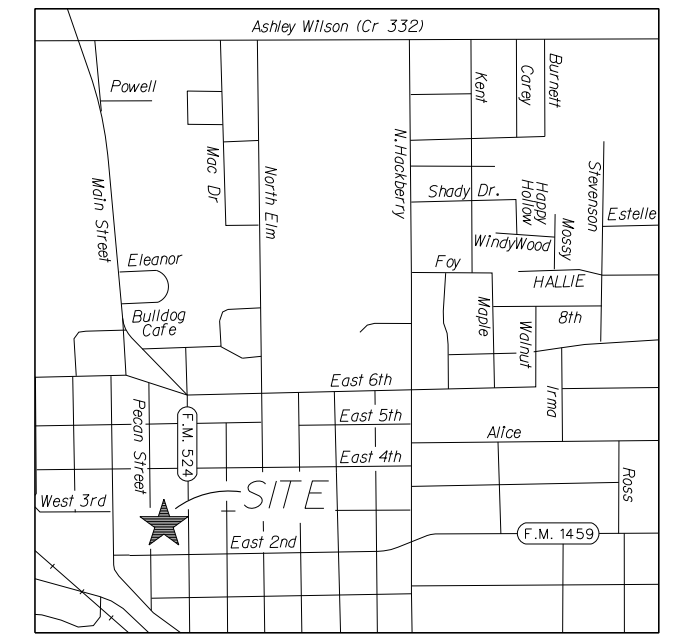
CHARLES D. WACHTSTETTER REGISTERED PROFESSIONAL LAND SURVEYOR TEXAS REGISTRATION NUMBER 4547

NOTES:

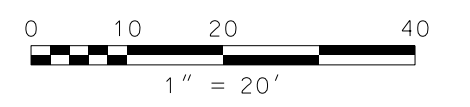
- 1. ALL COORDINATES AND BEARINGS ARE RELATIVE TO THE TEXAS STATE PLANE COORDINATE SYSTEM, SOUTH CENTRAL ZONE (NAD 83). 2. ALL DISTANCES ARE HORIZONTAL SURFACE LEVEL LENGTHS. (SF= 0.999876499) 3. DENOTES FOUND IRON ROD/PIPE 4. DENOTES SET SCRIBED x IN CONCRETE. 5. NO TITLE COMMITMENT WAS PROVIDED FOR THIS SURVEY. THERE MAY BE ITEMS OF RECORD WHICH AFFECT THIS PROPERTY, NOT SHOWN HEREON. 6. THE PURPOSE OF THIS SURVEY IS TO COMBINE 8 LOTS INTO 2 LOTS. 7. THIS PROPERTY IS SUBJECT TO BUILDING RESTRICTIONS OF THE CITY OF SWEENEY.

OWNER: CITY OF SWEENEY 102 ASHLEY-WILSON ROAD SWEENEY, TX 77480

SURVEYOR: DOYLE & WACHTSTETTER, INC. 131 COMMERCE STREET CLUTE, TX 77531 (979) 265-3622



VICINITY MAP N.T.S.



REPLAT OF LOTS 19 THROUGH 26, BLOCK 39

OF THE SWEENEY TOWNSITE AS RECORDED IN VOLUME 2, PAGE 59 OF THE BRAZORIA COUNTY PLAT RECORDS IN THE IMLA KEEP SURVEY ABSTRACT 79 CITY OF SWEENEY BRAZORIA COUNTY, TEXAS

AUGUST 2023





## AGENDA MEMO

### Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>	12/13/2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>		<b>Presenter(s)</b>	Administration
<b>Reviewed by City Attorney</b>		<b>Department</b>	City Manager
<b>Subject</b>	Discussion and possible action on janitorial contract		
<b>Attachments</b>	Prior Contract; Requested Rates; RFP		
<b>Financial Information</b>	Expenditure Required:	See below	
	Amount Budgeted:	See below	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

#### Executive Summary

The City's current janitorial services provider has been on a month to month basis without contract since last year and has requested an increase in wages for the past several years, that has not been granted. Does the City want to complete a contract with the rate increase requested, leave as is on a month to month basis, or put out an RFP. The City is only looking for direction on proceeding. City has prepared an RFP for advertising if wanted- attached for viewing.

Considerations in pursuing an RFP: City is to contract with the lowest responsible bidder. There is a chance we may not receive any bids and/or receive a larger increase in price as the lowest responsible bid.

Building	Community Center- as rented	Library- 5 days/week	Seniors- 2 days/ week
<b>Current Rate</b>	\$90.00 as rented	\$20.00 per day	\$40.00 per day
<b>Requested Rate</b>	\$100.00 as rented	\$30.00 per day	\$65.00 per day
<b>Increased Amount Requested</b>	\$10.00 per rental	\$10.00 per day/ \$50.00/wk	\$25.00 per day/ \$50.00/wk

Total FY 23 Janitorial Services Paid	\$9,340.00 CC and Library Combined: Separated for FY24		\$4,160.00
Year to Date 10/01/23-11/30/23	\$990.00	\$860.00	\$720.00

Budgeted FY24	\$4,000.00	\$4,000.00	\$3,500.00
<b>Current Rate FY24 Projected @ 52 weeks; We did split the CC &amp; Library this year within the budget and the overages would be able to be utilized to cover overages in other janitorial services.</b>	\$1,000.00 APPROX <b>*Will be UNDER Budget</b> by approx. +\$3,000.00	\$5,200.00; <b>-\$1,200.00 Over Budget</b>	\$4,160.00; <b>-\$660 Over Budget</b>
<b>Requested Rate FY24 Projected @ 52 weeks</b>	Paid by Renters-Offset	\$7,800.00; <b>-\$3,800.00 Over Budget</b>	\$6,760.00; <b>-\$3,260.00 Over Budget</b>

#### Recommended Action

Continue month to month as is?

To enter into a contract with the current janitorial contractor provider to include the increased wages as requested?

To advertise an RFP and complete the required bidding process in order to solidify a contract for janitorial services?



## REQUEST FOR PROPOSAL (RFP)

### Janitorial Services

Following is a summary of information for this Project.

The City of Sweeny, Texas, hereafter called the City, is requesting sealed written Proposals for Performing all Work required for the **FY 2023/2024 Janitorial Services**, to include, in part: Cleanings as Requested for the Sweeny Community Center, Twice Weekly at the Seniors Building, and five (5) days a week at the Sweeny Community Library.

**The City of Sweeny is seeking a qualified Contractor who shall provide janitorial services. The City currently has three (3) locations that require janitorial services. This number is subject to change and the City reserves the right to either add or delete locations, square footage and/or frequency of service(s). The successful Contractor will be required to provide quality service with minimal service call backs.**

---

Sealed Proposals will be received at the office of the City Secretary, City of Sweeny, 102 W. Ashley Wilson Road, Sweeny, Texas, 77480 until **3:00 p.m. on Wednesday, December \_\_, 2023**. Any proposals received after the closing time will not be accepted for consideration and will be returned unopened.

All proposals must be clearly marked on the outside with the following: “**Proposal for Janitorial Services FY 2023/2024**”. **Proposals can be mailed and/or sent electronically.** All mailed submittals must be received in the office of the City Secretary by 3:00 p.m. on **Wednesday, December \_\_, 2023**. Any electronically sent RFP’s will be required to have reached the City’s inbox by 3:00 p.m. and must be labeled the same as noted above. Any proposals received after 3:00 p.m. will not be accepted.

Request for Proposals shall be directed to:

Kaydi Smith  
City Secretary  
Email: [info@sweenytx.gov](mailto:info@sweenytx.gov)

Questions regarding this Proposal must not be directed to other City of Sweeny employees. Clarification requests will not be accepted by telephone. All responses to clarification requests will be provided to all proponents in writing by email and publication as an addendum on the City’s website.

## Appendix A Scope of Work

### **Buildings: Sweeny Community Center, Sweeny Community Library, and Sweeny Seniors Building**

1. Sweeny Community Center: As needed/ Requested Monday thru Sunday. Requests come with little notice as this building is rented by the public. Dates are subject to change at all times. Hours of cleaning may be limited to 1AM-6 AM on occasion. Normal public rentals are from 8AM- 12AM (midnight).

The Community Center is approximately 4,000 square feet containing a mens and womens restroom with three (3) toilets and/or uninals in each, one (1) sink each, and vinyl flooring. The facility contains an operational full size kitchen with two (2) sinks, refrigerator, standup freezer, microwave, and full oven with range. The kitchen contains tile flooring. There is a wooden dance floor surrounded a large carpeted area, making up the majority of the building. There are three sets of double glass doors and a tiled entry way.

A. Each Cleaning will require the following:

- Vacuum all carpeting; spot clean carpets to remove fresh spills or stains as needed.
- Thoroughly dust and wipe/sanitize all horizontal surfaces, including countertops, window sills, tables, and all manner of furnishings.
- Wipe interior and exterior surfaces of all appliances.
- Clean out refrigerator and freezer, throwing away any left items, and wipe down. Inspect and confirm all items have been discarded and/or disposed of within all cabinets and appliances.
- Sweep and mop all hard surface floors to remove any spillage and/or soiled areas; Entry Foyer, Bathroom, Kitchen area, Backdoor exit/entryway, and Dance floor.
- Clean glass doors (all), windows, and mirrors from smudges/ fingerprints on all glass surfaces.
- Clean all toilets, sinks (4 to include bathroom and kitchen), hard surfaces with each rental. All cleaning supplies are supplied by the City. Toilets and urinals to be cleaned and sanitized inside and outside. Polish bright work.
- Replace all paper goods as needed in restroom and kitchen. All goods are supplied by the city.
- Empty all trash receptacles, replace and tie liners, as needed, and remove trash to a collection point (Liners to be furnished by City)
- Inspect and pick up building as needed and take pictures as necessary of any damages found with each rental.
- Complete cleaning logs and notify City of low cleaning supplies inventory.

2. Sweeny Community Library : Cleanings are required five (5) days a week; Tuesday – Saturday; prior too business hours. The Sweeny Community Library is located at 205 W Ashley Wilson Road and is approximately 3920 square feet. The Library contains one office, a breakroom, a main area consisting of carpeted flooring, a mens and womens restroom that contains 2 stalls with toilets and/or urinals and one sink per restroom. The entrance into the Library is linoleum flooring with one set of double glass doors.

A. Each cleaning will require the following:



- Vacuum all carpeting.
  - Damp wipe and sanitize all horizontal surfaces as needed.
  - Wipe interior and exterior surfaces of all appliances.
  - Sweep and mop all hard surface floors to remove any spillage and/or soiled areas; Entry Foyer, Bathroom, and Kitchen area.
  - Clean glass doors, windows, and mirrors from smudges/ fingerprints on all glass surfaces.
  - Clean all toilets, sinks, and bathroom hard surfaces. All cleaning supplies are supplied by the City. Toilets and urinals to be cleaned and sanitized inside and outside. Polish bright work.
  - Replace all paper goods as needed in restroom and kitchen. All goods are supplied by the city.
  - Empty all trash receptacles, replace and tie liners, as needed, and remove trash to a collection point (Liners to be furnished by City)
  - Inspect and pick up building as needed and take pictures as necessary of any damages found within.
  - Complete cleaning logs and notify City of low cleaning supplies inventory.
3. Sweeny Seniors Building: Cleanings are required twice (2) weekly. Prior to the opening hours of 8 a.m. or after the hours of 10 p.m. The Sweeny Seniors building is located at 205 N Oak Street. The Seniors Building is mostly comprised of linolium flooring and is approximately 1,768 square feet. This space contains a full kitchen, mens and womens restroom, and office area.
- A. Each cleaning will require the following:
- Sweep and mop all hard surface floors to remove any spillage and/or soiled areas; Main area, Bathrooms, Kitchen and Office area.
  - Wipe all horizontal surfaces, countertops, furniture, tables, and chairs. Sanitize as needed.
  - Wipe interior and exterior surfaces of all appliances and clean sink within the kitchen area.
  - Clean glass doors, windows, and mirrors from smudges/ fingerprints on all glass surfaces.
  - Dust surfaces as needed.
  - Clean all toilets, sinks, and bathroom hard surfaces. All cleaning supplies are supplied by the City. Toilets and urinals to be cleaned and sanitized inside and outside. Polish bright work.
  - Replace all paper goods as needed in restroom and kitchen. All goods are supplied by the city.
  - Empty all trash receptacles, replace and tie liners, as needed, and remove trash to a collection point (Liners to be furnished by City)

- Inspect and pick up building as needed and take pictures as necessary of any damages found within.
- Complete cleaning logs and notify City of low cleaning supplies inventory.

**Other Provisions:**

- Janitor closets, equipment and materials shall be kept in a neat, clean and orderly condition at all times.
- All damages are to be reported to the City immediately upon finding and documented accordingly; images, written report, and call placed to City employee if warranted.
- Defective or inoperative building equipment shall be brought to the attention of the City such as:
  - Leakage or problem plumbing.
  - Defective lights or lighting.
  - Doors not properly secured.
  - Other unusual circumstances that might affect the security, maintenance or effectiveness of the facility.
- AC units shall be set to 70 or higher upon leaving the facility unless otherwise instructed.
- Janitorial supplies inventory is the responsibility of the janitorial services contractor. All requests need to be submitted on cleaning logs per building requested for, in ample time for ordering and receipt.



# AGENDA MEMO

## Business of the City Council

### City of Sweeny, Texas

<b>Meeting Date</b>	12.13.2023	<b>Agenda Item</b>	
<b>Approved by City Manager</b>	Yes	<b>Presenter(s)</b>	Lindsay Koskiniemi, City Manager
<b>Reviewed by City Attorney</b>		<b>Department</b>	Public Works – Sewer
<b>Subject</b>	Discussion and possible action on purchasing a return pump for Clarifier 2 at the sewer plant		
<b>Attachments</b>	Quotes from Alvin Contracting, B&R Services, and Coastal Pump		
<b>Financial Information</b>	Expenditure Required:	\$24,240.00	
	Amount Budgeted:	\$0	
	Account Number:		
	Additional Appropriation Required:	From CO 2019 Issuance	
	Additional Account Number:	*Will require budget amendment to move from 2019 CO's to Enterprise Fund Capital Projects	

#### Executive Summary

At the regular City Council meeting in September 2023, City Council directed the City Manager to complete three Council-selected priority projects. Among those three projects, Council directed the City Manager to replace the return activated sludge pumps at the wastewater treatment plant with 6” Gorman Rupp pumps (at least 2 pumps). At the time, the wastewater plant was “dead” as no returns were working.

Since then, we have replaced one pump on Clarifier One. Now, we need an additional pump for Clarifier Two. There are three (3) quotes City staff has obtained for the installation of a new 6” GR pump and upsized piping and flange. The following companies submitted bids: Alvin Contracting, B&R Services, and Coastal Pump.

Of the three bids obtained, Coastal Pump provided the lowest bid at \$24,240. The lead time is estimated at 8-10 weeks, which will allow staff time to prepare the area dewater and de-sludge Clarifier Two. Additionally, Coastal Pump has access to matting to deliver and install the pump for no additional cost.

Council’s instruction was to procure the labor and materials for the pumps using interest earnings from the 2019 Certificates. This item will require a budget amendment if approved.

This purchase is deemed critical, as there are no back up pumps in operation.

#### Recommended Action

Staff recommends accepting the bid from Coastal Pump for the purchase and installation of a 6” Gorman Rupp return activated sludge pump for Clarifier Two at the wastewater plant.

**Recommended Motion:**

I move we accept the bid from Coastal Pump and approve the purchase for labor and materials.

**B&R Services**  
 175 Sawyer Rd  
 Alvin, TX 77511  
 8326717132  
 Ben@bandrservices.co



**Estimate 1163**

Item 15.

**ADDRESS**

Karla Wilson  
 City of Sweeny  
 PO Box 248  
 Sweeny, Texas 77480  
 United States

<b>DATE</b> 10/04/2023	<b>TOTAL</b> \$75,257.82	<b>EXPIRATION DATE</b> 11/03/2023
---------------------------	-----------------------------	--------------------------------------

**LOCATION**

Sweeny WWTP Pump Replacement

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Parts</b>	2 - 4" SUPER T TRASH PUMP PKG Spooled Connections TC/TC/Viton Mech Seal Fabricated Steel Base 24"x54" Over/Under Belt Driven Tin Guard W22 NEMA Premium Efficiency 10 HP 1800 RPM 4P 213/5T 3Ph 230/460//380 V 60//50 Hz IC411 TEFC - Foot-mounted WEG: 01018ET3E215T-W22 Belts & Sheaves	1	19,455.00	19,455.00
	<b>Parts</b>	4" INSTAFLANGEADAPTER DIP 4" X 8' 0" FLG X FLG DI PIPE 401 L 4" FLG 90 ELL - PL90 4" 1/8" RR FF ZINC BOLT KIT	1	8,479.90	8,479.90

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Parts</b>	6" SUPER T TRASH PUMP PKG Spooled Connections TC/TC/Viton Mech Seal Fabricated Steel Base 26"x58" Over/Under Belt Driven Tin Guard W22 NEMA Premium Efficiency 25 HP 1800 RPM 4P 284/6T 3Ph 230/460//380 V 60//50 Hz IC411 TEFC - Foot- Mounted WEG: 02518ET3E284T- W22 Belts & Sheaves to run pump @ 1250 RPM	1	27,825.00	Item 15. 0
	<b>Parts</b>	6" INSTAFLANGE DAPTER DIP 6" X 8' 0" FLG X FLG DI PIPE 401 L 6" AFC FLG NRS GATE VALVE OL HW 10" X 6" FLG CONCENTRIC REDUCER 401 LINED 10" 1/8" RR FF ZINC BOLT KIT 6" 1/8" RR FF ZINC BOLT KIT 6" FLG 90 ELL 401 ID	1	16,277.92	16,277.92
	<b>Labor</b>	Lead and Helper	1	3,220.00	3,220.00

(1) This proposal only includes items that are explicitly mentioned.

(2) The quoted price is F.O.B. B&R Services in Alvin, Texas.

(3) Payment terms are NET 30 days with no retainage.

(4) The price offered is valid for 30 days.

(5) The purchaser must accept this quote within 30 days, and prices are subject to change without prior notice.

**TOTAL**

**\$75,257.82**

**THANK YOU.**

Accepted By

Accepted Date

# Coastal Pump Services, Inc.

## Quote

Date:12/05/2023      S.O. #:14856 A      Salesman: CW      Customer P.O. #: \_\_\_\_\_

Customer: City of Sweeney  
Contact: Tex Bell

Phone: 979-313-3965  
E-Mail:tbell@sweenytx.gov

Repair Location: WWTP

We are pleased to quote the following: **T 6 Gorman Rupp pump package**

**INCLUDING: Installation, with all new plumbing, hot dipped galvanized skid, belt guard. With over head motor**

**Quoted Price: \$24,240.00**

Notes: Lead time 8-10 weeks, FYI Coastal Pump T6 equivalent on shelf in Manvel

TERMS: Net 30 days

WARRANTY: New equipment will be warranted for ONE YEAR Manufactures' warranty or other specified. Rebuilt equipment will be warranted for **ONE YEAR** based on workmanship, parts and labor. All electrical components on motor's (rewind/recondition) are subject to inspection for cause of failure.

Quoted price is valid for 30 days and does not include any applicable taxes.

To expedite service, please sign form, include purchase order number, and fax back to Coastal Pump Services. Any equipment left over 90 days without decision is subject to be discarded.

Thank you for your consideration. Please feel free to contact us with any questions.

\_\_\_\_\_  
Customer

\_\_\_\_\_  
Chad Wendt

\_\_\_\_\_  
Customer's Name (Print)

\_\_\_\_\_  
Date

**ALVIN CONTRACTING**  
**P.O. BOX 2088**  
**ALVIN, TX 77512-2088**  
**OFFICE 281-331-3618**  
**email: alvincontracting@yahoo.com**

NOVEMBER 22, 2023

QUOTE NO. 23-121

CITY OF SWEENEY  
102 ASHLEY-WELSON RD  
SWEENEY, TX 77480

ATTN: LINDSAY KOSKINIEMI  
EMAIL: citymanager@sweenytx.gov

RE: **\*\*EMERGENCY\*\***  
WWTP - PUMP

ALVIN CONTRACTING PROPOSES THE FOLLOWING:

ONE (1) GORMAN RUPP SELF PRINER PUMP  
WITH A 10HP MOTOR, 6" PLUG VALVES AND  
6" X 10" FLANGED REDUCER

ESTIMATE 600-1,000 GALLONS PER MINUTE

FIRST DAY, 2 MEN, TO SET PUMP, START FABRICATING NEW  
STEEL PIPING WITH PRESSURE GAUGES

SECOND DAY, 2 MEN, FINISH FABRICATING PIPING AND  
GET READY FOR START-UP, AFTER ELECTRICAL IS COPMPLETED

\*\*\*ELECTRICAL HOOKED UP AND TESTED, BY OTHER

\*\*\*LOWER WATER LEVEL, BY OTHER

**LABOR, MATERIAL AND INSTALLATION.....\$25,614.00**

LEAD TIME: 3-5 WEEKS AFTER ORDERING PUMP UPON RECEIVING PURCHASE ORDER

50% DOWN, \$12,807.00, IS REQUIRED TO ORDER PUMP

50% UPON COMPETION

**PLEASE REFERENCE QUOTE NUMBER ON CORRESPONDENCE AND PURCHASE ORDER.**

WE APPRECIATE THE OPPORTUNITY TO QUOTE THIS JOB.

PRICES ON THIS QUOTE ARE GOOD FOR (30) DAYS.

IF THIS JOB IS ACCEPTED, EMAIL ACCEPTANCE TO OUR OFFICE WITH PURCHASE ORDER NUMBER.

REGARDS,

**MARSHALL I. KUS**  
CELL 281-620-2721