

AGENDA

Village of Bailey's Prairie
Regular Meeting of the Board of Aldermen
August 16, 2018
6:30 pm

Notice is hereby given that the Village of Bailey's Prairie Board of Aldermen will meet on Thursday, August 16, 2018, at 6:30 pm, at Village Hall, 1680 Jimmy Phillips Blvd., Angleton, Texas, within the limits of the Village of Bailey's Prairie.

At said meeting the Council will discuss, consider and / or take action on any and all of the following matters.

1. Call to order.
2. Public Comments
Citizens who desire to address the Board of Aldermen on any matter may register to do so prior to this meeting and speak during this item. Please state your name and address for the record, and limit your comments to three minutes. Also, please understand that while the Board appreciates hearing your comments, State law (Texas Gov't Code §551.042) prohibits them from: (1) engaging in discussion other than providing a statement of specific factual information or reciting existing City policy, and (2) taking action other than directing the matter be placed on a future agenda.
3. Village update – Tammy Mutina
4. Discussion and approval of removal of current trailer and replacing with new trailer at 390 Brit Bailey property. Parking lot improvements will first be approved by TXDOT
5. Approval of the minutes of the regular meeting of July 19, 2018
6. Approval of the minutes of the 2nd Budget Workshop held on July 25, 2018
7. Discussion and approval of Accounts Payable for August 2018
8. Discussion and approval of Financial Reports ending July 31, 2018
9. Emergency Management update – Will Blackstock
10. Website Officer update – Michelle Powless
11. Update on Business Cards
12. Update on BBQ for Jo Maple – Cheryl
13. Schedule Date for Final Budget Proposal (August 23, 2018)
14. Schedule Date for Public Hearing and Adoption of the 2019 Budget
15. Discussion and approval of proposed tax rate *(Council may later adopt a tax rate equal to or less than the proposed rate, but not greater.)*
16. Set date, time and place of Council meeting to consider ordinance adopting tax rate
17. Adjourn

The City Council for the Village of Bailey's Prairie reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney). 551.072 (Deliberations regarding Real Property). 551.073 (Deliberations regarding Gifts and Donations). 551.074 (Personal Matters). 551.076 (Deliberations regarding Security Devices) and 551.087 (Deliberations regarding Economic Development Negotiations).

I, DONNA DUES, Village Secretary of Bailey's Prairie, Texas, do certify that the above Notice of Meeting of the above named Board of Aldermen, is a true and correct copy of said notice, and that I posted a true and correct copy of said Notice on the bulletin board at the Village Hall door of Bailey's Prairie, Texas, at a place readily accessible to the general public at all times on the ____ day of _____, 2018, and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

Dated this the ____ day of _____, 2018

DONNA DUES, Secretary, Village of Bailey's Prairie, Texas

By _____
DONNA DUES, Village Secretary

Minutes

Village of Bailey's Prairie
Regular Meeting of the Board of Aldermen
July 19, 2018
6:30 pm

The Village of Bailey's Prairie Board of Aldermen conducted its regular board meeting Thursday, July 19, 2018 at 6:30 pm, at Village Hall, 1680 Jimmy Phillips Blvd., Angleton, Texas, within the limits of the Village of Bailey's Prairie.

The following persons were in attendance:

Tammy Mutina, Mayor
Cheryl McBeth, Mayor Pro Tem
Michelle Powless, Alderman
Dorothy Wilbeck, Alderman
Rayland Wagner, Alderman

Absent:

Oscar Greak, Alderman
Randy Stroud - Floodplain Administrator
Will Blackstock – Emergency Manager

A quorum was present and the meeting was called to order at 6:32 pm by Mayor Mutina.

Public Comments:

Dorothy Wilbeck, Alderman expressed a concern about tall grass and several black trash bags - address unknown from a citizen by the name of Jape.

Discussion of Drainage Project:

The discussion regarding some of the problems with the drainage project area referred to as "No Man's Land" will required more research to offer recommendations to created a action plan.

Discussion of Angleton EMS and Fire:

The recommendation is to not to change the monies paid to Angleton EMS and Fire to cover the emergency call for the village.

Discussion and approval for further action be taken on the property of Mr. Bennett located at Country Road and White Oak:

A motion was made by Michelle Powless, Alderman and seconded by Rayland Wagner, Alderman to have this matter turned over to the village attorney, all in favor – motion passed.

Village Update:

See attachment – Mayor's update for June – July.

Approval of minutes:

A motion was made to approve the minutes for the July 11, 2018 Budget Workshop with the following corrections – remove the amount of \$100,000.00 from the tax rate, change the correct amount of \$5,000.00 to Debt Service by Michelle Powless, Alderman, seconded by - Cheryl McBeth, Mayor Pro Tem -all in favor - motion passed.

Approval of minutes:

A motion was made to approve the minutes for the regular meeting of June 21, 2018 by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Discussion and approval for amending the budget by moving \$1,000.00 from Legal and Professional to Village Hall for payment of the new AC and installation:

A motion was made to approve to amend the budget by moving \$1,000.00 from Legal and Professional to Village Hall for payment of the new AC and installation by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Approval of account payable:

A motion to approve Accounts Payable for July 2018 was made by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Approval of financial report:

A motion to approve the financial reports ending May 30, 2018 and June 30, 2018 was made by Michelle Powless, Alderman, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Emergency Management update:

No updates at this time.

Discussion and approval for Website Officer:

A motion to approve Michelle Powless, Alderman as the Website Office was made by Cheryl McBeth, Mayor Pro Tem, seconded by Dorothy Wilbeck, Alderman - all in favor - motion passed.

Update on Business Cards:

Mayor Mutina will choose a design and place the order for the board members.

Update on BBQ for Jo Mapel:

Cheryl McBeth, Mayor Pro Tem will work on the specific details of the BBQ and provide her recommendations at the next regular meeting to the board members..

Discussion and approval of Budget Workshop No.2 date:

Wednesday, July 25, 2018 at 6:30pm is the set date for Budget Workshop No. 2 – all approved.

Adjourn:

8:32pm Motion made by Cheryl McBeth, Mayor Pro Tem, seconded by Michelle Powless, Alderman

Reports:

ANNOUNCEMENTS:

Tammy Mutina, Mayor

ATTEST:

Donna Dues, Village Secretary

VILLAGE OF BAILEY'S PRAIRIE
ACCOUNTS PAYABLE-July-August 2018

Check #	Payable to	DESCRIPTION	Amount
	Randy Stroud	Retainer	\$ 500.00
	Donna Dues	Payroll	\$ 200.00
1634	George Prince	Lawn care	\$ 120.00
	City of Clute	BCCA - Cheryl	\$ 20.00
	EFT	Payroll Tax	\$ 90.81
	Randy Stroud	Permits	\$ 386.00
	Joyce Hudman, Couny Clerk	Election	891.22
	Larry Boyd	Legal	\$ 150.00
ACH	Direct Energy		\$ 466.21
ACH	Verizon		\$ 25.01
	TOTAL		\$ 2,849.25

ACCOUNTS INCOME

Item	From	DESCRIPTION	Amount
Check	Ro'vin Garrett	Tax Collection	\$ 82.49
Check	TNMP	Franchise Fee	\$ 3,337.31
checks	Permits	Dunn	\$ 386.00
ACH	Brazoria County Tax Office	Tax Collection	\$ 93.84
ACH	Brazoria County Tax Office	Tax Collection	\$ 61.97
ACH	Texas Comptrollers	Sales Tax	\$ 852.44
ACH	Brazoria County Tax Office	Tax Collection	\$ 65.54
ACH	Brazoria County Tax Office	Tax Collection	\$ 102.35
	TOTAL		\$ 4,981.94

VILLAGE OF BAILEY'S PRAIRIE

Fiscal Year 2017-2018

October 1, 2017 -September 30, 2018

INCOME				
	BUDGET	July	Y-T-D	% of Budget
Building Permits	\$ 2,350.00	\$ 386.00	\$ 1,284.81	55%
Franchise Fees / Tower Fees	\$ 19,000.00	\$ 3,337.31	\$ 20,705.72	109%
Property Tax--Current	\$ 33,660.00	\$ 406.19	\$ 33,192.52	99%
Property Tax--Penalty & Interest			\$ 157.43	
Property Tax--Delinquent			\$ 254.30	
Sales Tax	\$ 11,000.00	\$ 852.44	\$ 10,320.48	94%
Cash Reserve	14,372.00		\$ 36.25	0%
Misc Income (Refund from BCAD)			\$ 41.96	
TOTAL INCOME	\$ 80,382.00	\$ 4,981.94	\$65,993.47	82%
DISBURSEMENTS				
	BUDGET	July	Y-T-D	% of Budget
Audit	\$ 5,000.00		\$5,000.00	100%
Building Permits (payment to FP Administrator)	\$ 2,350.00	\$ 386.00	\$1,484.79	63%
Dues and Subscriptions	\$ 800.00		\$812.91	102%
Election Expense	\$ 1,500.00	\$ 891.22	\$1,391.22	93%
Emergency Services-EMS	\$ 10,000.00		\$10,000.00	100%
Emergency Services-Fire	\$ 10,000.00		\$10,000.00	100%
Disaster Response	\$ 1,000.00			0%
Floodplain Administrator/Code Officer	\$ 6,000.00	\$ 500.00	\$ 5,000.00	83%
Insurance	\$ 2,000.00		\$ 2,000.76	100%
Large Trash Pickup-Citywide				0%
Legal and Professional	\$ 7,000.00	\$ 150.00	\$ 5,404.60	77%
Maintenance				0%
Prairie Park	\$ 2,500.00	\$ 120.00	\$ 1,050.00	42%
Village Hall	\$ 1,500.00		\$ 823.59	55%
Road and outfall ditches	\$ 500.00			0%
Office and Operational Expenses	\$ 5,000.00	\$ 20.00	\$ 1,346.19	27%
Village Administrator	\$ 2,000.00			0%
Village Secretary	\$ 3,600.00	\$ 200.00	\$ 2,000.00	56%
Bookkeeping & Tax reports	\$ 660.00			0%
Emergency Manager				
Public Notices	\$ 700.00		\$ 91.20	13%
Tax-Payroll	\$ 1,600.00	\$ 90.81	\$ 305.57	19%
Tax-Property: Cost of Collection				
Brazoria County Appraisal District	\$ 400.00		\$ 226.00	57%
Brazoria County Tax Office	\$ 400.00		\$ 158.97	40%
Utilities and Telephone	\$ 6,000.00	\$ 491.22	\$ 4,476.51	75%
Tower lease overpayment refund				
Sub-Total Disbursements	\$ 70,510.00		\$51,572.31	73%
Debt Service				
Brazoria County	\$ 9,872.00		\$ 9,871.31	100%
TOTAL EXPENDITURES	\$ 80,382.00	\$ 2,849.25	\$61,443.62	76%

Beginning Bank Balance April 1, 2018	\$ 21,246.63
Ending Bank Balance April 30, 2018	\$ 23,474.24

Mayor's update for August:

	Date	Issue	Action
1	7/27/18	Email from Sam Morse regarding 390 Brit Bailey Blvd. occupancy permit. Type of business: pipe fabrication and skid manufacturing shop. Number of employees: fifty employees Traffic increase: semi-trucks for material/week. Mobile building: remove current one and replace with new one Parking: will be improved	Turned over to Larry Boyd
2	7/27/18	Meeting with Larry Boyd: 1. Bennett property – turning over to County turn all permits over to the county 2. Commercial property (390 Brit Bailey Blvd.) AKA – 35/521 a. Moving and replacing trailer vote tonight	Pending
3	8/10/18	Researched/reviewed ordinances regarding mobile homes in relation to new commercial business	Refers to residence - Vote pending
4	8/13/18	Received and discussed new tax rate from Rovin Garrett	Pending
5	8/13/18	Attended the regular public meeting for Brazoria County Appraisal District	Adopt new budget September 11 th
6	8/15/18	BCCA – Danbury with Oscar, Dorothy, Cheryl	Joe Ripple –County Drainage District
7	8/16/19	Ryan will attend next meeting regarding old town drainage and 4H project	
8	9/2-9/9	Tammy out of country	