

**CITY OF HOLLAND**  
**CITY COUNCIL MEETING**  
Kuhlmann Center – 107 West Travis  
Monday, October 10, 2005 @ 7:00 PM

**Minutes of**

- 1. Home Grant Review Committee**
- 2. Minutes of CDBG Grant Engineering Review Committee**
- 3. Minutes of Regular Council Meeting**

Committee/Council Members present were Mayor Curt Murray, Mayor Pro-tem Teddy Gaines, Mae Smith, Terri Crum, and Sharon Simmons. C. R. Siprian was not present for Home Grant Review Meeting, but arrived during the CDBG Engineering Bid Review Meeting.

**1. Home Review Meeting** was called to order by Mayor Curt Murray, who turned the meeting over to consultant, Merinda White-Harris of Kerbow & Associates @ 6:05 PM. She reviewed with the committee the 8 applicants and their status of eligibility. 5 were complete and 3 still pending ownership documents. A list was provided to committee. Committee approves 5 applicants with 3 additional approved contingent on valid ownership documents. Mae Smith motioned to approve the 5 applicants and remaining 3 contingent on owner docs, seconded by Sharon Simmons. All were in favor, with Siprian being absent, motion passed.

**2. CDBG Engineering Review of Engineering Bids Meeting** was called to order by Mayor Curt Murray at 6:40 PM, who turned to meeting over to Janet Shigut, of Wood & Associates. A point-scoring review document was used by the committee for each bidder. Robert Thonhoff of Thonhoff Engineering, and David Simons of Jay Engineering spoke and answered each question on the scoring document. Committee reviewed proposals which did not include fees and references for jobs done in the last five years checked by city secretary, Peggy Tracy. Both bidders answered questions by committee. The bidders were thanked by the mayor. Once the committee had completed scoring, a tally of the points allowed per scoring document was done by the city secretary and Janet Shigut.

**3. The Regular Monthly Council Meeting** of the City Council was called to order by Mayor Curt Murray on Monday, October 10, 2005 @ 7:26 PM in the Kuhlmann Civic Center in the City of Holland, Texas.

A. Update by Mirenda/Kerbow on Home Grant:  
Proposed Schedule as follows: All applicants will be contacted by City Hall, or Mirenda.

Oct 10 – Approve 8 applicants

Oct 12 – Request For Contractor Bids advertised in Tribune and Temple Telegram 2 weeks apart  
Bid packages available at City Hall.

Oct 18 – Pre-Bid @ City Hall 3 PM

Oct 24 – Target date for TDHCA Env/Release of Funds. Acknowledgement of Real & personal property for awardees/sign. Houses can be demo after signing.

Oct 26 – Sealed Bid Opening @ City Hall @ 4 PM.

Nov 1 – Called Council Meeting to award bid to contractor. 6 PM Contractor with lowest responsive bid to be considered. (not below 15% cost estimate)

Contractor will be given 10 days to man the job. During that 10 days around Nov 14 – 24), the city will have to demo the “houses” to be reconstructed.

Nov 14- Pre-con meeting with all eligible applicants and contractor to sign contract documents and Notice to move out will follow. Awardees of Home Grant must be ready to move all items and their families from the houses, which will be demolished and removed, in order to build their new homes.

Mae Smith motioned to approve the 5 applicants and remaining 3 contingent on owner docs, seconded by Teddy Gaines. All were in favor, motion passed.

Discussion regarding outbuildings on the properties where houses are to be torn down. City inspector will review the properties. If buildings are in the way of reconstruction, or do not meet code they will be torn down also.

B. On the recommendations of the last Planning & Zoning meeting, the following two variances were approved in motions made by Mae Smith and seconded Teddy Gaines. All were in favor and motion passed:

1. Variance @ 204. S. Austin to build house at 882 SF.
2. Variance of 8 Home Grant houses to be reconstructed @ 960 SF.

C. Engineering Bid Scores were reviewed and 524-Thonhoff and 523-Jay. Smith made motion to approve Thonhoff as new CDBG Grant Engineer, and authorize Mayor as signatory, seconded by Teddi Gaines, All were in favor and motion passed.

D. Also approved was Peggy Tracy as Labor Standards Officer for same CDBG grant in a motion made by Smith, seconded by Teddy Gaines, all were in favor and motion passed. Mae Smith made a motion to appoint Mayor Curt Murray as E. Travis Park Committee liaison, seconded by CR Siprian, all were favor and motion passed.

E. Discussion of City Attorney notification of municipal court hourly rate increase was tabled in a motion made by Terri Crum and seconded by Mae Smith. All were in favor.

F. Discussion and purchase of new trucks for utility department and finance through Ford was tabled in a motion made by Mae Smith and seconded by Teddy Gaines. Mayor asked Jeff & Richard to research and get info together for next council meeting.

G. Committee Reports:

P&Z – Renay Johnson reported that there was an omission on the agenda of a recommendation by the P&Z to deny Wayne Timbrook of FM 1123 a variance of dual use from agriculture to commercial. City Secretary apologized for the omission and it will be placed on next agenda.

Other items under order were discussed: 401 Josephine, Balusek House on Lexington, Also discussed was the status of the possible new subdivision west of Harper. Also the problem of cars sitting in the drainage ditches with For Sale signs.

Library Report – Terri Crum stated that Cindy Gunn said we can have a key to the museum. Discussed was the lighting at the library and the city had purchase a "period" light post and Terri reported that she had already spoken with Rex Arnold who said he would put in the light fixture.

CTWSC report was given by Mae Smith.

H. Staff Reports

Utility Director Report – motion to approve by Crum, seconded by Gaines, all were in favor and motion carried.

Court Report – motion to approve by Simmons, seconded by Smith, all in favor and motion passed.

Police Report – motion to approve by Smith, seconded by Crum, all in favor and motion passed.

Financial Report – motion to approve by Smith, seconded by Crum, all in favor and motion passed.

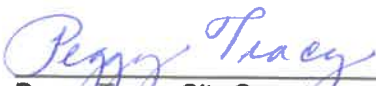
I. Budgeted Cost of living increases were approved in a motion made by Simmons, seconded by Crum, all were favor and motion carried.

J. Crum made motion to change status of temporary/seasonal employee Ricky Maupin to full-time with benefits @ \$8.00 per hour, plus \$1.00 for each license. Probationary period of 6 months will otherwise apply.

Motion was seconded by Gaines, all were favor and motion carried.

Simmons motioned to adjourn, seconded by Gaines and meeting adjourned at 9:32 PM.

I certify that these are the minutes of all meetings held on October 10, 2005.

  
Peggy Tracy, City Secretary