NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, MAY 6, 2021 AT 01:00 PM
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN STREET
BRENHAM, TEXAS

1. **Call Meeting to Order**

2. **Invocation and Pledges to the US and Texas Flags -**

3. **Administer Oaths of Office to Elected Officials and Issue Certificates of Election for Council Position:**

   - **Place 1 - Ward 1 (4-Year Term): Shannan Canales**
   - **Place 3 - Ward 3 (4-Year Term): Atwood C. Kenjura**
   - **Place 5 - At Large (4-Year Term): Clint T. Kolby**
   - **Place 6 - At Large (4-Year Term): Leah Cook**

4. **Citizens Comments**

CONSENT AGENDA

5. **Statutory Consent Agenda**

   The Statutory Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.

   5-a. Approve the Minutes from the March 25, 2021, April 1, 2021 and April 15, 2021 Regular City Council Meetings and the April 8, 2021 Special City Council Meeting

   5-b. Approve Ordinance No. O-21-010 on Its Second Reading Amending Chapter 24, Taxation, Article II, Hotel Occupancy Tax, of the Code of Ordinances of the City of Brenham

5-c. Approve Quote from Kleen Industrial Services In the Amount of $40,916.12 for the Replacement of Filter Media at the Water Treatment Plant and Authorize the Mayor to Execute Any Necessary Documentation

WORK SESSION

6. **Discussion and Presentation of the FY2020-21 First Quarter Financial Report**
7. **Discussion and Presentation on the Historical Preservation Ordinance**
8. **Discussion and Presentation on Future City Council Meeting Dates and Times**
9. **Discussion and Presentation of Future City Council Workshop and Meeting Dates**

REGULAR SESSION

10. **Discuss and Possibly Act Upon the Election of a Mayor Pro Tem by the City Council**
11. **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the FY2020-21 Adopted Budget**
12. **Discuss and Possibly Act Upon the Approval of a Correction Warranty Deed to Correct the Legal Description in the Original Instrument of Conveyance Related to the Real Property Located at 809 Wilkins Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation**
13. **Discuss and Possibly Act Upon the Award of Bid for Project No. 2020-03 Related to the Hickory Lane Drainage Improvement Project and Authorize the Mayor to Execute Any Necessary Documentation**
14. **Discuss and Possibly Act Upon the Second Amendment to the Interlocal Agreement for Managing Entity by the Brazos Valley Council of Governments (BVCOG) for the Brazos Valley Wide Area Communications System (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation**
15. **Discuss and Possibly Act Upon the Second Amendment to the Second Restatement of the Interlocal Agreement for the Construction, Acquisition, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communications System (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation**

16. Discuss and Possibly Act Upon Resolution No. R-21-012 Amending Resolution R-21-007 Authorizing the Submission of a Grant Application Through the Office of the Governor, Public Safety Office, Homeland Security Grants Division for the 2021 State Homeland Security Program - Law Enforcement Terrorism Prevention Activities (LETPA) Projects

17. Administrative/Elected Officials Report

Administrative/Elected Officials Reports: Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or salutary recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

EXECUTIVE SESSION

18. Section 551.086 Texas Government Code - Utility Competitive Matters and Section 551.071 – Consultation with Attorney - City of Brenham Gas Utility System; Discussion Regarding Utility Competitive Matters and Consultation with City Attorney Regarding Legal Issues Concerning Gas Sales Contract Between WTG Gas Marketing, Inc. and City of Brenham, Texas and Associated Issues

RE-OPEN REGULAR SESSION

19. Discuss and Possibly Act Upon the City of Brenham Gas Utility System - Gas Sales Contract Between WTG Gas Marketing, Inc. and City of Brenham, Texas and Associated Issues

Adjourn

Executive Sessions: The City Council for the City of Brenham reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 - Consultation with Attorney, §551.072 - Real Property, §551.073 - Prospective Gifts, §551.074 - Personnel Matters, §551.076 - Security Devices, §551.086 - Utility Competitive Matters, and §551.087 - Economic Development Negotiation

CERTIFICATION

I certify that a copy of the May 06, 2021 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan St., Brenham, TX on Monday, May 3, 2021 at 10:30 a.m.

Karen Stack
Deputy City Secretary

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the _____ day of _____, 2021 at _____ AM PM.

_____ _____
Signature Title

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on March 25, 2021 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Andrew Ebel
Councilmember Susan Cantey
Councilmember Keith Herring
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

Councilmember Clint Kolby

Others present:

City Manager James Fisher, City Attorney Cary Bovey, Deputy City Secretary Karen Stack, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager – Public Services/Utilities Donald Reese, Controller Stacy Hardy, Development Services Director Stephanie Doland, Fire Department Chief Ricky Boeker, Police Chief Ron Parker, Christi Korth, Lt. Kelvin Raven, Det. Kejan Mehlhorn-Hock, Officer Zachary Greig, Officer Grayson Marburger, Lt. Curtiss Shoen, Captain Lloyd Powell, Sgt. Jason Derrick, Jared Campbell, Kevin Boggus, Tammy Jaster, and Officer Marley Mayo.

Citizens present:

Leigh Linden, Shannan Canales, Michele Kwiatkowski, and Lauren Haevischer

Media Present:

Alyssa Faykus, Brenham Banner Press; and Josh Blaschke, KWHI

1. Call Meeting to Order

2. Invocation and Pledges to the US and Texas Flags – Councilmember Wright

DRAFT

3. Citizens Comments

There were no citizen comments.

4. Service Recognitions

- **Jason Derrick – Police Department, 25 Years**

5. Special Recognition

- **Detective Kejan Mehlhorn-Hock, Brenham Police Department**

CONSENT AGENDA

6. Statutory Consent Agenda

6-a. Approve the Minutes from the February 25, 2021 and March 11, 2021 Regular City Council Meetings and the March 18, 2021 Emergency Special Meeting of Council

6-b. Approve a Joint Election Services Agreement Between the City of Brenham, Washington County, and Brenham Independent School District (BISD) Related to Election Responsibilities for the Washington County, City of Brenham, and BISD's May 1, 2021 Elections and Authorize the Mayor to Execute Any Necessary Documentation

6-c. Approve a Noise Variance for the City of Brenham for a Pop-Up Play Day to be Held on March 27, 2021 from 10:00 a.m. - 12:00 p.m. at Jerry Wilson Park and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve the Statutory Consent Agenda Item 6-a. through 6-c. as presented.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

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WORK SESSION

7. Discuss and Review the FY2019-20 Fourth Quarter Financial Report

This item was presented by Assistant City Manager – Chief Financial Officer Carolyn Miller. Miller reviewed the fourth quarter performance of the General Fund and six major utility funds. Miller reported that the General Fund, the Electric Fund, the Water Fund, and the Drainage Fund all experienced favorable actual to budget net revenues for the fiscal year. The Gas Fund, the Wastewater Fund, and the Sanitation Fund experienced unfavorable actual to budget net revenues. Miller noted that from a financial perspective, the City has weathered the impact of COVID-19 better than expected.

REGULAR SESSION

8. Discuss and Possibly Act Upon Approval of An Assignment of Lease and Memorandum of Understanding Regarding the Simon Theater Facility from Simon Theater Master Tenant, LLC to Brenham Main Street Historical Preservation, Inc. and Authorize the Mayor to Execute Any Necessary Documentation

This item was presented by Assistant City Manager – Chief Financial Officer Carolyn Miller. Miller explained that the City was notified of the dissolution of the tax credit entities related to the Simon Theater restoration project. The City Attorney has reviewed the documents of dissolution and found everything to be in order. Miller said this item is the City's acknowledgment of the assignment of the Memorandum of Understanding and Lease Agreement to the Brenham Main Street Historical Preservation, Inc.

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve the Assignment of Lease and Memorandum of Understanding regarding the Simon Theater Facility from Simon Theater Master Tenant, LLC to Brenham Main Street Historical Preservation, Inc. and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

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9. Discuss and Possibly Act Upon a Fitness Center Services Agreement Between the City of Brenham and American Specialty Health Fitness, Inc. Related to the Silver and Fit Program at the Blue Bell Aquatic Center and Authorize the Mayor to Execute Any Necessary Documentation

This item was presented by Aquatic Superintendent Tammy Jaster. Jaster said that the Agreement presented is an American Specialty Health Fitness, Inc. agreement between Silver and Fit and the Blue Bell Aquatic Program. Jaster explained the agreement would allow Silver & Fit members from Baylor, Scott, and White to use the Aquatic Center at no charge to them. The City of Brenham would be paid directly by the Silver and Fit Program for the pool use by members at a rate of $3.50 per day. The agreement has an initial term of twelve (12) months and will automatically renew for 1-year periods unless terminated by either party.

A motion was made by Councilmember Saunders and seconded by Councilmember Herring to approve a Fitness Center Services Agreement between the City of Brenham and American Specialty Health Fitness, Inc., related to the Silver and Fit Program at the Blue Bell Aquatic Center and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

10. Discuss and Possibly Act Upon a Professional Services Agreement Between the City of Brenham and Sledge Engineering, LLC Related to a Strategic Facility Plan and Authorize the Mayor to Execute Any Necessary Documentation

This item was presented by Public Works Director Dane Rau. Rau said that when evaluating the City's infrastructure and facilities, it is important to know all the details that are related to each building the City owns. In the past, the City has attempted to budget for aging infrastructure or mechanical components related to facilities. The City has also considered upgrades to older facilities that do not meet today's codes such as ADA accessibility. Rau explained that this planning has been based on staff's best knowledge of the facilities and the maintenance history of the facilities.

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Rau said that in order to accurately plan and budget for the City's facilities long term, staff recommend that the City should contract for a Strategic Facility Plan through Sledge Engineering, LLC. This plan will provide recommendations for improvements including short term (5 years) and long term (20 years) objectives. The plan will look at 38 City facilities, totaling approximately 250,000 sq feet. The plan will evaluate needs for each facility such as accessibility, grounds, drainage, parking, structural concerns, mechanical components, electrical, plumbing, safety, and energy efficiency. The assessment would take approximately six (6) months and will cost $47,000. Rau said he believes the agreement will allow the City's budget team to proactively budget these facility costs rather than be surprised in the middle of a budget year with unforeseen expenses.

Rau noted that this item was not budgeted in the 2020-21 budget but in order to prepare a Capital Improvement Plan for next year's budget, the study will need to be started soon. The cost of this agreement will come from ABNR in the 2020-21 budget which is Above Budget Net Revenue which derives from savings or vacancies throughout the year.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve a Professional Services Agreement with Sledge Engineering, LLC in the amount of $47,000.00 related to a Strategic Facility Plan and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

11. Discuss and Possibly Act Upon an Ordinance on Its First Reading Authorizing the Placement of A Stop Sign on Vineyard Pass at Its Intersection with State Highway 36 North and Authorize the Mayor to Execute Any Necessary Documentation

This item was presented by Public Works Director Dane Rau. Rau said that after conducting a final walk-through of the Vintage Farms Subdivision, staff noticed that it would be best to place a stop sign at the exit of Vineyard Pass as it connects to Highway 36N. Rau said that it is customary for vehicles to stop before entering on Highway 36N while exiting from the Vintage Farms Subdivision, but staff would like to have a physical sign so that the Police Department will have the authority to write a citation if needed.

A motion was made by Councilmember Herring and seconded by Councilmember Saunders to approve an ordinance on its first reading authorizing the placement of a stop sign on Vineyard Pass at its intersection with Highway 36 North and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

12. Discuss and Possibly Act Upon an Ordinance on Its First Reading Authorizing the Placement of A Stop Sign on Ava Drive at Its Intersection with Old Masonic Road and Authorize the Mayor to Execute Any Necessary Documentation

This item was presented by Public Works Director Dane Rau. Rau said that staff have received several citizen requests to place a stop sign on Ava Drive at its intersection with Old Masonic Road. Staff believe that due to Old Masonic Road being a non-residential street, Ava Drive needs a stop sign prior to entering onto Old Masonic Road. Rau noted that while most citizens treat this as a stopping point, due to lack of a physical sign some drivers are simply yielding or rolling through the intersection.

A motion was made by Councilmember Wright and seconded by Councilmember Herring to approve an ordinance on its first reading authorizing the placement of a stop sign on Ava Drive at its intersection with Old Masonic Road and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

13. Discuss and Possibly Act Upon the Acceptance of the Audit from Seidel Schroeder for Fiscal Year 2020

Seidel Schroeder Audit Partner, Michele Kwiatkowski, presented this item. Kwiatkowski advised Council that state law requires that all general-purpose local governments publish, within six months of the close of the fiscal year, a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

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Kwiatkowski advised the financial statements present fairly, in all material aspects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Brenham, Texas. Kwiatkowski stated that pursuant to state requirements, and on behalf of the Finance Department, she would like to present the Comprehensive Annual Financial Report (CAFR) of the City of Brenham for the fiscal year ended September 30, 2020.

A motion was made by Councilmember Herring and seconded by Councilmember Saunders to accept the audit from Seidel Schroeder for Fiscal Year 2020.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

14. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- Next week the vaccine SubHub will receive 5,000 COVID-19 vaccines. Anyone over the age of 18 is now eligible. To date, a total of 26,654 first shots have been administered at the SubHub, as well as 13,655 second doses. 809 BISD staff have been vaccinated.
- City Council candidate training will take place on March 30th at 5:00 pm.
- Washington County Emergency Communications will have a 30-year celebration on April 1st.
- The Brazos River Authority has requested water conservation due to drought conditions. Therefore, the Splashpad will be operating on reduced hours of 2pm-7pm for the first 30 days.
- TxDOT will be releasing information soon regarding the 290/SH 36 Interchange project. TxDOT will be recommending Revised Concept B, which was endorsed by the City.
- The City's annual report has been provided around the dais. This is a department-level report that is provided as a compliment to the annual audit.
- The annual Fire Department Fish Fry will take place on March 26, from 5pm – 7pm.

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17. Discuss and Possibly Act Upon a Lease Agreement with Aviators Plus, LLC to Lease and Occupy the Terminal Building located at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation

This item was presented by Development Services Director Stephanie Doland. Doland said this item is a lease agreement between the City of Brenham and Aviators Plus for the terminal building that was vacated last year. The lease will allow Aviators Plus to provide Fixed-Base Operator (FBO) services and open the restaurant. The initial lease term is ten (10) years. The annual rent is $2,500, with a requirement of $2,000 per year in donations by Aviators Plus for airport enhancements and landscaping. Aviators plus will pay for utilities and maintaining the interior of the building. The City will maintain the building exterior.

Doland reported that both the Facilities Subcommittee and the Airport Advisory Board met earlier in the month and discussed this lease. Due to the ongoing interest by the Aviation and overall community in the restaurant facility, much of the discussion centered around the urgency of opening the restaurant to the public in a timely manner. The Airport Advisory Board requested the lease include performance measures related to the restaurant, including a requirement that an initial application for a building permit would be received within 3 months of contract execution, and issued within 5 months of execution.

Councilmember Saunders asked why the rent was only $2,500 per year. Saunders noted the average rent for commercial space in Brenham is about a dollar per square foot. Doland replied that the total is actually $4,500 annually, but $2,000 is earmarked as a "donation" because the lessor wanted to ensure that some of the rent money was being used for airport improvements. Saunders said the rent is too low and she does not agree with it. Assistant City Manager – Public Services/Utilities Donald Reese noted that the prior tenant of this building paid $50 per month in rent. Staff felt this amount should be increased but wanted to ensure the restaurant would have an opportunity to succeed.

Mayor Tate asked what other airports were charging for similar buildings. Doland replied that the closest comparison was in Galveston, which has FBO space but not a restaurant. It is common that the FBO of an airport would lease ground space and build a terminal themselves; therefore, it is challenging to find comparable lease rates.

Doland noted that the FBO agreement with Aviators Plus gave them the first opportunity to locate in the terminal building. Doland further noted that a proposal for Aviators Plus to build its own FBO space on the ramp was tabled by the Airport Advisory Board. Thus, the current agreement represents an opportunity for the City to adhere to its FBO agreement and allow for a location on the ramp, which is desired by the City. Saunders said the members of the Airport Advisory Board disagree with this plan. Doland said there were multiple ideas presented but the board unanimously voted to recommend approval.

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Councilmember Wright asked what expenses the City would have under this lease. Doland replied expenses related to the exterior, for example the backup generator, would be the responsibility of the City. Doland added that the airport fund, which includes funds from fees and ground space leases, is a dedicated fund that can only be used for airport expenses. Therefore, if there were a significant expense related to the exterior of the terminal building, there would be funds available to assist with repairs. Reese added that the presented lease has an insurance requirement, so if catastrophic damage happened in relation to FBO operations in the building, the City would be covered.

Councilmember Saunders asked whether Aviators Plus would be able to sublease the building. Doland replied that there is the opportunity to sublease, but the sublease would need to be approved by the City. Doland added that Aviators Plus as already expressed its intention to sublease the restaurant portion of the building.

A motion was made by Councilmember Herring and seconded by Councilmember Wright to table this item.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

18. Discuss and Possibly Act Upon Amendment of the Existing Agreement between Aviators Plus, LLC and the City of Brenham to Authorize Aviators Plus, LLC to Operate as a Fixed Base Operator at the Brenham Municipal Airport, and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Herring and seconded by Councilmember Saunders to table this item.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	**Absent**
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

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Mayor Tate advised that Council no longer needs to discuss Item 15 in Executive Session. Council adjourned into Executive Session at 2:16 p.m. to discuss item 16 only.

EXECUTIVE SESSION

15. Section 551.071 - Texas Government Code - Consultation with Attorney - Consultation with City Attorney Regarding Lease Agreement with Aviators Plus, LLC to Lease and Occupy the Terminal Building Located at the Brenham Municipal Airport

16. Section 551.086 Texas Government Code - Utility Competitive Matters - City of Brenham Gas Utility System - Gas Sales Contract Between WTG Gas Marketing, Inc. and City of Brenham, Texas and Associated Issues

Executive Session adjourned at 2:36 p.m.

The meeting was adjourned.

_____
Milton Y. Tate, Jr.
Mayor

_____
Karen Stack
Deputy City Secretary

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Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on April 1, 2021 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Andrew Ebel
Councilmember Susan Cantey
Councilmember Keith Herring
Councilmember Clint Kolby
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

None

Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Assistant City Manager – Public Services/Utilities Donald Reese, Controller Stacy Hardy, Fire Department Chief Ricky Boeker, Police Chief Ron Parker, Director Public Works Dane Rau, Director of Human Resources Susan Nienstedt, Crystal Locke, Ande Bostain, and Officer Marley Mayo.

Citizens present:

Margie Young, David Ferguson, Terry Folsam and Shannan Canales

Media Present:

Alyssa Faykus, Brenham Banner Press; and Josh Blaschke, KWHI

1. Call Meeting to Order

2. Invocation and Pledges to the US and Texas Flags – Councilmember Keith Herring

3. Citizens Comments

DRAFT

4. Proclamations

- Brenham Safe Digging Month

CONSENT AGENDA

5. Statutory Consent Agenda

5-a. Approve Ordinance No. O-21-008 on Its Second Reading Authorizing the Placement of a Stop Sign on Vineyard Pass at Its Intersection with State Highway 36 North

5-b. Approve Ordinance No. O-21-009 on Its Second Reading Authorizing the Placement of a Stop Sign on Ava Drive at Its Intersection with Old Masonic Road

5-c. Approve the Final Payment on Contract No. 65C-46 to 5-T Utilities, Inc. in the Amount of $93,770.58 for the Baker Katz Sanitary Sewer Improvements and Authorize the Mayor to Execute Any Necessary Documentation

5-d. Approve Amendment No. 2 to a Lease Agreement Between the City of Brenham and Wells Fargo Bank Texas for the Lease of the Motorbank and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve the Statutory Consent Agenda Item 5-a. through 5-d. as presented.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

WORK SESSION

6. Discussion and Presentation of the Nancy Carol Roberts Memorial Library Annual Report

Librarian Andria Heiges presented the 2020 Annual Report for the Nancy Carol Roberts Memorial Library to Council with included the following information:

- The Library's response to the COVID-19 Pandemic and services offered during the pandemic.

- An overview and introduction to various grants received.
- A review of the statistics reported to the Texas State Library and Archives Commission for 2020.
- A quick summary of upcoming programs for 2021.

7. Discussion and Presentation on the City of Brenham's Little Free Library Program

Community Services Specialist Crystal Locke presented this item to Council. Lock explained that Little Free Libraries (LFL) is the world's largest book sharing movement with the goal to build community, inspire readers, and expand book access for all.

Locke stated that the City will have LFLs in three (3) City parks (Jerry Wilson, Hattie Mae Flowers and Jackson Street) and that the City has partnered with the Fortnightly Club to help purchase materials required for installation of the LFL, provide books for the LFL, and to maintain the books at each library, checking them a minimum of one time per month

REGULAR SESSION

8. Discuss and Possibly Act Upon a Lease Agreement with Aviators Plus, LLC to Lease and Occupy the Terminal Building located at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to remove Items 8 and 9 from the table.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

This item was presented by the Director of Development Services Stephanie Doland. Doland advised Council that in 2001 the City of Brenham received funding support through TXDOT Aviation for the construction of a terminal building on the public RAMP at the Brenham Municipal Airport. Since the construction was completed Jack and Janet Hess of Southern Flyer have occupied the space as an FBO and Diner. In August of 2020 Southern Flyer terminated their contract with the City and later vacated the building.

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Doland explained that this item is for Council to consider a new lease agreement with Aviators Plus, LLC to occupy the terminal building with the following requirements and terms of the lease:

- Initial term of the lease shall be 10 years;
- Lessee shall be pay rent of $2,500 annually for the first five years with an increase of $300 automatically at the five-year mark. Additionally, lessee agrees to donate $2,000 annually to the City of Brenham for landscaping/ entrance improvements, and airside maintenance such as pavement markings;
- Lessee shall be responsible for all utilities;
- Lessee shall maintain all interior portions of the building and the City shall be responsible for any exterior portions of the building;
- Lessee shall open and operate a restaurant no later than 270 days from the date of contractual execution. Restaurant may be subleased, with the City's written approval, and shall be open at least four days a week for eight hours each day;
- Terminal building and restaurant may be remodeled at the Lessee's expense; however, the building shall remain available to the public, maintain a pilot's lounge and sleeping room, public restrooms and FBO office;
- Additional lease terms include mandatory insurance requirements, compliance with applicable adopted local, state and FAA restrictions.

Doland advised that the Facilities Subcommittee of Council met and due to the ongoing interest in the restaurant facility much of the discussion centered around the urgency of opening the restaurant to the public in a timely manner. The Subcommittee requested additional performance measures be added to the lease. The Subcommittee's recommendations were presented to and approved by the Airport Advisory Board. The additional measures included:

- Building permit application for renovations to the restaurant received within 3 months of contract execution.
- Building permit issued for renovations to the restaurant within 5 months of contract execution.
- Performance Evaluation at the 1-year anniversary date of the restaurant grand opening with Aviators Plus, LLC and sublessor (if applicable) to be held by the Facilities Subcommittee of Council and Chair of the Airport Advisory Board Chair.
- Further revisions were recommended by the Airport Advisory Board to the proposed lease, including:
- Recommendation to change wording throughout from "City Approval" to "City Manager Approval" for clarification purposes.
- Request to remove from the contract: "If the Lessee does not assist in aircraft parking, restaurant employees will be allowed to do so."

DRAFT

A motion was made by Councilmember Saunders and seconded by Councilmember Kolby to accept the changes to the terminal lease as recommended by the Airport Advisory Board with the addition of the Vice Chair of the Airport Advisory Board be included in the performance evaluation at the 1-year anniversary date of the restaurant grand opening and to amend the lease to require Aviators Plus to provide "*blank*" dollars (said "blank" amount to be determined by City Council during discussion of the motion) in improvements to the terminal building, within 1-year of lease execution, for the annual rent of $2,500.00 and an annual $2,000.00 donation. If the said dollar amount contingency is not met, then the annual rent shall increase to "*blank*" (said "blank" amount to be determined by City Council during discussion of the motion).

City Attorney Cary Bovey clarified the intent of Councilmember Saunders motion as follows:

- To add the Vice Chair of the Airport Advisory Board to the performance review committee.

  Doland further explained that the Airport Advisory Board thought it would be helpful to have another aviation experienced person on the performance review committee. Adding the Vice Chair would put five people on this committee; two of which would have airport/aviation experience.

- To require the completion of a certain dollar amount of improvements to the terminal building within 1-year after the execution of the lease and if that provision is met then the annual rent would remain at $2,500.00, plus the $2,000.00 donation. However, if that dollar amount of improvements were not done, the annual rent would go up to a certain dollar amount.

  Bovey explained that there are two blanks for the Council to consider: (1) the dollar amount of improvements to the building during the first year of the lease; and (2) the new rent amount if the improvements are not done.

Councilmember Herring asked if the Airport Advisory Board provided any recommendation as to the dollar amount of improvements to require. Doland advised that the Board did not discuss any specific improvement amounts.

Citizen Gary Snow addressed the Council and questioned what the criteria of the performance evaluation would be. Snow expressed his concerns about not having the criteria of the evaluation in writing prior to the lease being approved and signed. Bovey explained that the evaluation would be based upon being in compliance with the terms and conditions of the lease, as executed.

Brent Nedbalek owner of Aviator's Plus addressed the Council and expressed his thoughts regarding the lease and provided some general information and his opinions about the operation of the airport. Nedbalek stated that his goal is to help the airport grow, create more jobs, and help the airport be successful.

DRAFT

After further discussion, Councilmember Cantey called the question. Bovey explained that even though there is a motion and second, it is not complete; therefore, there is not a complete motion being discussed.

Mayor Tate recommended the lease agreement go back to the Facilities Subcommittee for a recommendation and if Council needs to have a special work session to work out the details, he would be in agreement to do that.

Councilmember Saunders withdrew her motion; the withdrawal was agreeable to Councilmember Kolby, who had seconded the motion made by Councilmember Saunders; therefore, the motion was withdrawn.

Citizen Gary Snow addressed the Council about various issues at the airport. He advised that he has two hangars at the airport and over the Thanksgiving and Christmas holidays he was not able to fly his plane due to the airport not having any fuel on site. Snow expressed his frustration with having planes at the airport and not being able to use them. Snow requested that if the City was going to put an evaluation in place, they City should have the criteria of said evaluation clearly stated.

Mayor Tate advised that a work session be scheduled within the next few weeks so that the Council can discuss the improvement criteria and rent. Mayor Tate stated that members of the Airport Board and other persons involved in the airport would be notified of the work session so that they can attend and participate in the discussion.

City Manager James Fisher recommended there be a joint work session with the Airport Advisory Board and the City Council to work through all the various challenges at the airport. The City Council agreed with Fisher's recommendation.

9. Discuss and Possibly Act Upon Amendment of the Existing Agreement Between Aviators Plus, LLC and the City of Brenham to Authorize Aviators Plus, LLC to Operate as a Fixed Base Operator at the Brenham Municipal Airport, and Authorize the Mayor to Execute Any Necessary Documentation

No action taken on this item.

10. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- A special meeting of the City Council will be held on April 8th.
- All City offices will be closed on April 2nd in observation of Good Friday Holiday.
- The splashpad will open on April 15th.

Council convened into Executive Session at 2:02 p.m.

EXECUTIVE SESSION

11. Section 551.086 Texas Government Code - Utility Competitive Matters - City of Brenham Gas Utility System - Gas Sales Contract Between WTG Gas Marketing, Inc. and City of Brenham, Texas and Associated Issues

12. Section 551.071 - Texas Government Code - Consultation with City Attorney and Section 551.072 - Texas Government Code – Deliberation Regarding Real Property - Consultation with City Attorney and Deliberation Regarding the Possible Acquisition of the Barnhill Center at the Historic Simon Theater, and Associated Matters

Executive Session adjourned at 3:20 p.m.

RE-OPEN REGULAR SESSION

13. Discuss and Possibly Act Upon an Amendment to the Existing Gas Sales Contract Between WTG Gas Marketing, Inc. and the City of Brenham Regarding Gas Delivery Points and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Kolby and seconded by Councilmember Saunders to approve the amendment to the existing Gas Sales Contract between WTG Gas Marketing, Inc. and the City of Brenham regarding gas delivery points and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

DRAFT

14. Discuss and Possibly Act Upon the Development, Operations, Funding and Possible Acquisition of the Barnhill Center at the Historic Simon Theater and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to authorize the City Manager and City Attorney to develop a Memorandum of Understanding with Brenham Main Street Historic Preservation, Inc. to evaluate the possible acquisition of the Barnhill Center at the Historic Simon Theater, and to further authorize the expenditure of up to $35,000.00 for interest payments to facilitate the possible acquisition.

Mayor Pro Tem Ebel called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	**Abstain**
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

The meeting was adjourned.

_____
Milton Y. Tate, Jr.
Mayor

_____
Jeana Bellinger, TRMC, CMC
City Secretary

DRAFT

Brenham City Council Minutes

A special meeting of the Brenham City Council was held on April 8, 2021 beginning at 1:00 p.m. in the Brenham Fire Department, Emergency Operations Center, at 101 N. Chappell Hill Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Andrew Ebel
Councilmember Susan Cantey
Councilmember Keith Herring
Councilmember Clint Kolby

Members absent:

Councilmember Albert Wright and Councilmember Adonna Saunders

Others present:

City Manager James Fisher, Assistant City Manager – Public Services/Utilities Donald Reese, Assistant City Manager – Chief Financial Officer Carolyn Miller, Director of Tourism & Marketing Jennifer Eckermann, Assistant Fire Chief Brian Scheffer, Police Chief Ron Parker, Public Works Director Dane Rau, Development Services Director Stephanie Doland, Economic Development Director Susan Cates, Director of Public Utilities Alton Sommerfield, City Secretary Jeana Bellinger, Deputy City Secretary Karen Stack, Kevin Schmidt, Kevin Boggus, Carrie Derkowski, Officer Marley Mayo, and Shauna Laauwe

Citizens present:

Third-grade students from Alton Elementary and their teacher Kaylee Roznovsky, Brenham ISD Superintendent Dr. Tylor Chaplin, and Shannan Canales

Media Present:

Mark Whitehead, KWHI

1. Call Meeting to Order

DRAFT

WORK SESSION

2. Discussion and Presentation Regarding the Template City and Park Projects Given to Alton Elementary School Third Grade Students

Assistant Director of Development Services Stephanie Doland presented this item. Doland advised that for the past few years, the Brenham Development Services Department and Brenham City Council have coordinated with the Alton Elementary Third Grade Class to discuss the growth of Brenham and corresponding needs, proposed design, and desires according to the students. This year, due to the continual concern for the COVID-19 pandemic, the City Planning Workshop is being held virtually.

Doland said that prior to the meeting, City staff provided the third-grade class with a template of the Brenham Family Park property which is currently in design by Jones and Carter. The Alton students were tasked with providing a park layout, amenities located in the park, and a park name.

Doland added that Alton students were also given a simplified map of Downtown Brenham and asked to designate certain areas of the town as different uses, including a neighborhood, school, grocery store, fire station, restaurant, and various other landmarks and community essentials.

3. Discussion and Presentation of Template City and Park Projects by Alton Elementary School Third Grade Students

The third-grade students from Alton Elementary presented their template city and park projects to the City Council and answered questions from staff and the Council about their designs.

The meeting was adjourned.

_____

Milton Y. Tate, Jr.
Mayor

_____

Karen Stack
Deputy City Secretary

DRAFT

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on April 15, 2021 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Andrew Ebel
Councilmember Susan Cantey
Councilmember Clint Kolby
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

Councilmember Keith Herring

Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager – Public Services/Utilities Donald Reese, Police Chief Ron Parker, Director of Public Works Dane Rau, Director of Public Utilities Alton Sommerfield, Captain Lloyd Powell, Sgt. Kelvin Raven, Cpl. Jose Perez, Cpl. Eddie Martinez, and Officer Marley Mayo.

Citizens present:

Leigh Linden, Ryan Sanders, and Shannan Canales

Media Present:

Alyssa Faykus, Brenham Banner Press; and Josh Blaschke, KWHI

1. Call Meeting to Order

2. Invocation and Pledges to the US and Texas Flags – Councilmember Susan Cantey

3. Special Recognitions

- City of Brenham Police Department's 202 Office of the Year – Cpl. Jose Perez
- Police Department Promotion – Eddie Martinez, Corporal

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4. Citizens Comments

No citizen comments were heard.

CONSENT AGENDA

5. Statutory Consent Agenda

5-a. Accept the 2020 Audit of the Washington County Appraisal District by Seidel, Schroeder & Company and Authorize the Mayor to Execute Any Necessary Documentation

5-b. Approve an Appointment to the Brenham Community Development Corporation (BCDC) Board for an Unexpired Term to Expire on December 31, 2021

5-c. Approve a Noise Variance from the Brenham Maifest Association for Maifestival Events to be Held on Friday, May 7, 2021 from 5:00 p.m. to Midnight and Saturday, May 8, 2021 from 10:30 a.m. to Midnight in Fireman's Park and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve the Statutory Consent Agenda Items 5-a through 5-c as presented.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	**Absent**
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

REGULAR SESSION

6. Discuss and Possibly Act Upon Quotes Related to Repairs at the Lake Somerville Intake Pump Station No. 1 and Authorize the Mayor to Execute Any Necessary Documentation

Director of Public Utilities Alton Sommerfield presented this item to Council. Sommerfield explained that as motor repairs at the Lake Somerville Pump Station were being done, the vendor found problems with Intake Pump No. 1 and recommended it be removed from service and repaired.

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Sommerfield advised that staff received three quotes for the repair and Smith Pump Company, Inc. was the lowest bidder at $47,602.69. Sommerfield explained that Smith Pump has done work for the City before and is a good, reliable, vendor.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve the repair of Lake Somerville Pump Station No. 1 as quoted by Smith Pump Company, Inc. in the amount of $47,602.69 and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	**Absent**
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

7. Discuss and Possibly Upon a Lease Agreement Between the City of Brenham and Woodson Lumber Co. for the Lease of Real Property Being Located at 307 S. Market Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation

Assistant City Manager – Public Services/Utilities Manager Donald Reese presented this item to Council. Reese explained that in the summer of 2020, the City closed its recycling center located at 307 S. Market Street and began providing recycling service to City residents via a third-party contractor. Since that time, the property has sat vacant.

Reese advised Council that representatives from Woodson Lumber Co reached out to staff stating that they were interested in leasing the vacant property. At that time, staff began drafting a lease agreement with the following general terms:

- $1,500.00 per month.
- One (1) year lease with option for three (3) additional one (1) year periods.
- Lessee is responsible for all utilities.
- Lessee is responsible for all improvements.
- Lessee is responsible for all maintenance to facilities.

Reese stated that staff is recommending the lease agreement be approved, as presented, with a start date of May 1, 2021.

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve a Lease Agreement between the City of Brenham and Woodson Lumber Co., beginning on May 1, 2021, for the lease of real property being located at 307 S. Market St., Brenham, Texas and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	**Absent**
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

8. Discuss and Possibly Upon An Ordinance on Its First Reading Amending Chapter 24, Taxation, Article II, Hotel Occupancy Tax, of the Code of Ordinances of the City of Brenham

City Secretary Jeana Bellinger presented this item to Council. Bellinger explained that as the City prepared for the transition to on-line payment of hotel occupancy taxes, the City's current ordinance (Chapter 24, Taxation, in the Code of Ordinances) needs to be amended to allow for electronic payments, remove wording indicating hotel occupancy taxes can be paid to the City Secretary, and amend language related to the due date of the reports and payments.

Bellinger advised that the ordinance being presented for first reading provide for the needed changes and has been approved by the City Attorney.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve an Ordinance on its first reading amending Chapter 24, Taxation, Article II, Hotel Occupancy Tax, of the Code of Ordinances of the City of Brenham**.**

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	**Absent**
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

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9. Discuss and Possibly Act Upon Bid No. 21-007 for Mowing, Maintenance and Clean-Up Services for Various City Buildings, Public Properties and Parking Lot Areas and Authorize the Mayor to Execute Any Necessary Documentation

Purchasing and Fleet Supervisor Kyle Branham presented this item to Council. Branham explained that on March 24, 2021, the Purchasing Department opened bids for the annual Mowing, and Cleanup Services that are performed throughout various City locations. There were 2 (two) bids and one (1) no-bid received out of the eight (8) vendors it was sent to.

Branham stated that the bid contains twenty-two (22) locations around the city that consist of open park property, medians, alley/easements, parking lot areas, vacant city owned lots and municipal facilities as well as code violation clean-ups. Branham advised that three bids were received, and that Gene's Services submitted the lowest bid.

Branham stated that Gene's Services is the current vendor and has done an outstanding job; therefore, staff is recommending the bid be awarded to Gene's Services for a term of three (3) years with the option to renew for an additional two (2) years if both parties agree.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to award Bid No. 21-007 for mowing, maintenance and clean-up services for various City buildings, public property and parking lot areas to Gene's Services for a period of three (3) years, with the option to renew for an additional two (2) years if both parties agree and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	**Absent**
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

10. Discuss and Possibly Act Upon Resolution No. R-21-010 Authorizing the Submission of a Grant Application to the Texas Department of Agriculture (TDA) for the Community Development Block Grant (TxCDBG) Program for Rural Texas

Director of Public Works Dane Rau presented this item to Council. Rau explained that the Community Development Block Grant (TxCDBG) for Rural Texas's primary objective is to develop viable communities by providing housing and suitable living environments and expanding economic opportunities for low-to-moderate income persons. The Community Development Fund is the largest fund category in the TxCDBG Program with the max award being $350,000.00. The application deadline is May 3, 2021.

DRAFT

Rau stated that on March 11, 2021, Council awarded RFP No. 21-005 related to the grant administration and/or planning services for the TxCDBG Program for Rural Texas to Public Management Inc. and on March 11, 2021, Council also awarded RFQ No. 21-006 related to engineering/architectural/surveying services for the TxCDBG program to Strand Associates.

Rau advised that this Resolution is the first step in moving forward with submitting an application for this grant. The application deadline is May 3rd. Rau stated that the project consists of road and drainage improvements off Carrington Lane and a 20% local match of $70,000 is committed in the City's General Fund and Drainage Fund.

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to approve Resolution No. R-21-010 authorizing the submission of a grant application to the Texas Department of Agriculture (TDA) for the Community Development Block Grant (TxCDBG) Program for Rural Texas.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	**Absent**
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

11. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- Early Voting begins on April 19th
- Election Day is May 1st
- Special meeting to canvass the 2021 General Election results will be held on May 4th at 9:00 a.m.

The meeting was adjourned.

_____
Milton Y. Tate, Jr.
Mayor

_____
Jeana Bellinger, TRMC, CMC
City Secretary

DRAFT

ORDINANCE NO. O-21-010

AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS AMENDING CHAPTER 24, TAXATION, ARTICLE II, HOTEL OCCUPANCY TAX, OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS PROVIDING FOR THE ELECTRONIC COLLECTION OF HOTEL OCCUPANCY TAXES AND ADDITIONAL MATTERS; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVING FOR PROPER NOTICE AND MEETINGS

WHEREAS, the City of Brenham ("City") is a Texas home-rule municipality; and

WHEREAS, pursuant to Texas Local Government Code, Section 51.001, the City has the authority to adopt ordinances and regulations that are for good government, peace and order of the City; and

WHEREAS, as a home-rule municipality, Texas Local Government Code, Section 51.072 confirms that the City has the full power of local self-government; and

WHEREAS, Chapter 351 of the Texas Tax Code allows for the imposition and collection of hotel occupancy taxes by municipalities; and

WHEREAS, the City Council desires to amend Chapter 24, Taxation, of the Code of Ordinances of the City of Brenham in order to conform Chapter 24 with state laws related to hotel occupancy tax collection and procedures, and to provide for other beneficial changes;

NOW, THEREFORE, be it ordained by the City Council of the City of Brenham, Texas that:

SECTION 1.

The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2.

The Code of Ordinances of the City of Brenham, Texas, Chapter 24, TAXATION, Article II, HOTEL OCCUPANCY TAX, Sections 24-24, 24-25 and 24-26 are hereby amended to read as follows:

Sec. 24-24. Reports.

Every Hotelier required hereby to collect the tax imposed by this Article shall electronically file a report with the City, using the City's designated electronic filing system, showing the consideration paid for all room occupancies in the preceding month. Additionally, every Hotelier shall pay the amount of tax collected on the City's behalf for such occupancies using the City's designated electronic filing system.

The report required by this section 24-24 and the taxes collected by a Hotelier and payable to the City pursuant to this Article must be received in full by the City no later than the last day of the month following the calendar month in which the taxes were collected.

Such Hoteliers shall pay to the City the tax due on such occupancies at the time of filing such report.

Sec. 24-25. Rules and regulations.

The City Manager, or his designee, shall have the power to make such rules and regulations as are necessary to effectively collect the tax levied herein, and shall upon reasonable notice have access to books and records of each Hotelier necessary to enable the City to determine the correctness of any report filed as required by this Article and the amount of taxes due under the provisions of this Article.

If, as a result of an audit conducted under this Article, the City obtains documents or other information showing a failure to collect or pay when due both the tax imposed by this Article and the tax imposed by Chapter 156, Texas Tax Code, the City Manager, or his designee, shall notify and submit the relevant information to the State Comptroller's Office.

Sec. 24-26. Violations; penalties.

(a) If any Hotelier required by the provisions of this Article to collect the tax imposed herein, to make reports as required herein, and to pay to the City the tax imposed herein shall fail to collect such tax, shall fail to file such report, or shall fail to pay such tax, or if such person shall file a false report, such person shall be deemed guilty of a misdemeanor and upon conviction shall be punished by a fine not to exceed five hundred dollars ($500.00).

(b) If any Hotelier shall fail to file a report as required by this Article or shall fail to pay to the City the tax as imposed by this Article when said report or payment is due, said person shall pay to the City as a penalty the greater amount of: (1) five percent (5%) of the total tax due; or (2) five dollars ($5.00).

An additional penalty of the greater amount of (1) five percent (5%) of such delinquent tax; or (2) five dollars ($5.00), shall be paid to the City if the tax is paid more than thirty (30) days after the original due date. Any person who fails to pay the tax due as required by this Article is liable to the City for interest on the unpaid amount at the greater of: (1) the rate provided by the Texas Tax Code Section 111.060(b); or (2) the rate imposed by the City on January 1, 2013, said rate being ten percent (10%) per annum. Interest on delinquent taxes due to the City as required by this Article accrues from the first day after the date due until the tax is paid.

In addition to all taxes, penalties, and interest payable to the City, a twenty-five dollar ($25.00) administrative fee shall be imposed for taxes that remain delinquent more than thirty (30) days after the original due date.

SECTION 3.
SAVINGS CLAUSE

All provisions of any ordinance, resolution or other action of the City in conflict with this Ordinance are hereby repealed to the extent they are in conflict. Any remaining portions of said ordinances, resolutions or other actions shall remain in full force and effect.

SECTION 4.
SEVERABILITY

Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentences and clauses and phrases remaining should any provision be declared unconstitutional or invalid.

SECTION 5.
REPEALER

Any other ordinance or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

SECTION 6.
EFFECTIVE DATE

This Ordinance shall become effective upon adoption and publication as required by law.

SECTION 7.
PROPER NOTICE AND MEETINGS

It is hereby officially found and determined that the meetings at which this Ordinance was passed were open to the public as required and that public notice of the time, place and purpose of said meetings were given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED on its first reading this the 15th day of April 2021.

PASSED AND APPROVED on its second reading this the 6th day of May 2021.

_____
Milton Y. Tate, Jr.
Mayor

ATTEST:

_____
Jeana Bellinger, TRMC, CMC
City Secretary

Regular City Council
AGENDA ITEM 5-C.

Agenda Item: **Approve Quote from Kleen Industrial Services In the Amount of $40,916.12 for the Replacement of Filter Media at the Water Treatment Plant and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Type: Regular Meeting-May 06, 2021

Department: Public Utilities

Staff Contact: Alton Sommerfield

Classification: Consent

SUMMARY STATEMENT:

In February, the Water Treatment Plant reported a noticeable change in the condition of the filter media (anthracite coal and silica sand). Staff contacted a consultant for assistance in evaluating the change in condition. The consultant along with laboratory testing suggests calcium was precipitating out of the water and depositing on the filter media as a result of a high PH level.

Water Treatment Plant Staff recalls an event at the end of 2020 when there was a chemical pump failure followed by an adjustment resulting in a high PH water production event. Also effected during this event was the finished (treated) water, it contained higher levels of PH than usual for the backwashing process. While the PH was temporarily higher than normal, it is important to note that all water going out into the system met TCEQ standards at all times.

The change in the filter media condition and depth will require chemical cleaning or removing and complete replacement. The last known media replacement was in 2003 and staff now recommends replacement before summer demand.

Three (3) Quotes were received:

- Kleen Industrial Services.....$ 40,916.12
- Riley Equipment Co (RECO).....$ 50,072.60
- Pure Aqua Inc..... $ 73,500.00

Kleen Industrial Services provided the lowest quote for the media material in the amount of $40,916.12. City staff will provide the labor to remove and replace the existing media.

Lead time is expected to be 2 weeks.

ATTACHMENTS:

(1) Filter Media Quotes

RELEVANCE TO COMPREHENSIVE PLAN:

Growth Capacity: Continued investment in City-owned utility infrastructure maintenance and upgrades.

RECOMMENDED ACTION:

Staff recommends approving the replacement of filter media at the water plant along with purchasing media from Kleen Industrial Services in the amount of $40,916.12 and authorize the Mayor to execute any necessary documentation.

Quote

KLEEN INDUSTRIAL SERVICES
50 OAK COURT, SUITE 210
DANVILLE, CA. 94526
(925) 831-9802

Order Number: 0022669
Order Date: 3/15/2021

Salesperson: FON
Customer Number: 00-KIS

Sold To:
CITY OF BRENHAM
PENDING
BRENHAM, TX 77833
Confirm To:

Ship To:
CITY OF BRENHAM
BRENHAM, TX 77833

Customer P.O.	Ship VIA	F.O.B.	Terms
PENDING	PENDING	PENDING	COD

Item Code	Unit	Ordered	Shipped	Back Order	Price	Amount
PRICES GOOD FOR 30 DAYS, FROM DATE OF QUOTE OUR PRICES INCLUDE BAGS AND STANDARD PALLETS **********						
8AFM	EACH	39.38	0.00	0.00	546.67	21,527.86
0.89-0.95MM ANTHRACITE			**Whse:** 800			
1575 CF X 50#/CF = 78,750 / 2250# SUPERSACKS = 35 SUPERSACKS						
8SFM	EACH	52.50	0.00	0.00	137.50	7,218.75
0.45-0.50MM SILICA SAND			**Whse:** 800			
1050 CF X 100#/CF = 105,000# / 4000# SUPERSACKS = 26.25 SUPERSACK, ROUND TO 27 (1 SHORT-FILLED)						
8VFM	EACH	91.88	0.00	0.00	2.00	183.76
ENVIRONMENTAL FEE PER TON			**Whse:** 800			
6TRK	EACH	1.00	0.00	0.00	11,985.75	11,985.75
TRANSPORTATION FEES			**Whse:** 800			
FLAT RATE; SHIPPED VIA FLATBED; FOB: 77833						
Please see Terms and Conditions of Sale at:						
https://www.kleenindustrialservices.com/pdf/160616-02_KIS_Terms_Conditions_of_Sale.pdf						

Lead time
2 weeks

Net Order:	40,916.12
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Order Total:	40,916.12

RECO
Riley Equipment Company, Inc
6911 Gant Road
Houston, TX 77066

Voice: 281-583-5295
Fax: 281-583-5299

QUOTATION

Quote Number: 891
Quote Date: Feb 25, 2021
Page: 1

Quoted To:
City of Brenham Brenham, TX 77833

Customer ID	Good Thru	Payment Terms	Sales Rep
City of Brenham	3/27/21		

Quantity	Item	Description	Unit Price	Amount
1.00		39 (40.4 cuft) Super Sacks Anthracite 0.85-0.95mm, UC<1.6 1574 cuft	30,092.60	30,092.60
1.00		All Media Meets or Exceeds AWWA B100-16 Standard and is NSF/ANSI Standard 61		
1.00		This Quote Does Not Include Freight or Texas Sales Tax		
1.00		Lead Time 2-3 weeks after Purchase Order		
1.00		Anthracite Bulk Density- 50lb per cubic ft		

495 per flatbed truck, over 4 flatbed trucks = +1980.00 Shipping

Total
Coal - 30,092.60
Sand - 18,000.00
Shipping - 1980.00
50,072.60

Subtotal	30,092.60
Sales Tax	
TOTAL	**30,092.60**

RECO
Riley Equipment Company, Inc
6911 Gant Road
Houston, TX 77066

Voice: 281-583-5295
Fax: 281-583-5299

QUOTATION

Quote Number: 895
Quote Date: Mar 9, 2021
Page: 1

Quoted To:
City of Brenham Brenham, TX 77833

Customer ID	Good Thru	Payment Terms	Sales Rep
City of Brenham	4/8/21		

Quantity	Item	Description	Unit Price	Amount
1.00		1050cuft of Filter Sand 0.45-0.50mm UC<1.65 Sold in 2100(0.5cuft) bags	18,000.00	18,000.00
1.00		100 lb/cuft Bulk density of Sand		
1.00		All Media Meets or Exceeds AWWA B100-16 Standard and is NSF/ANSI Standard 61		
1.00		This Quote Does Not Include Freight or Texas Sales Tax		
1.00		Lead Time Sand- 5 weeks		
			Subtotal	18,000.00
			Sales Tax	
			TOTAL	**18,000.00**

PURE AQUA, INC.®

2230 S. Huron Dr., Santa Ana, CA 92704 USA
Tel: +1 (714) 432-9996 | Fax: +1 (714) 432-9898
Toll Free: +1 (844) 309-7501
sales@pureaqua.com | www.pureaqua.com

QUOTATION 126756-1

March 3, 2021
Prepared by: **May Higazy**

Company:	City of Brenham	**Address:**	Brenham TX
Name:	Greg Franco	**Country:**	United States
Email:	gfranco@cityofbrenham.org	**Phone:**	979-337-7434
		Fax:	

Qty	Part No.	Description	Unit Price ($)	Ext Price ($)
1575	A8030	ANTHRACITE .8-.9 (52# bag/CU FT)	$35.00	$55,125.00
1050	A8071	Filter SAND (0.45-.55mm) (100# bags)	$17.50	$18,375.00

Sub Total:	$73,500.00
Discount 0%:	$0.00
Tax 0%:	$0.00
Freight:	$0.00
Total (USD):	$73,500.00

plus freight

Terms and Conditions

Payment:	50% down/50% at shipping
Lead Time:	5-6 weeks
Validity:	30 days
Freight Terms:	**Factory USA**

Credit Cards charges 4%

112.800 G
261 901
Balance

Regular City Council
AGENDA ITEM 6.

Agenda Item: **Discussion and Presentation of the FY2020-21 First Quarter Financial Report**

Meeting Type: Regular Meeting-May 06, 2021

Department: Finance

Staff Contact: Carolyn Miller

Classification: Regular

SUMMARY STATEMENT:

See attached Financial Reports for General Fund (excluding sub-funds) and six major utility funds.

ATTACHMENTS:

(1) Memo FY21 Financial Report 1st QTR
(2) FY21 Financial Performance Reports 1st QTR

RELEVANCE TO COMPREHENSIVE PLAN:

Plan 2040 implementation is made possible by the City's adherence to the annual budget which identifies how essential capital projects and annual priorities will be funded and maintained.

RECOMMENDED ACTION:

Discussion only.

MEMORANDUM

To: Mayor, Council and City Manager

From: Carolyn D. Miller, Assistant City Manager – Chief Financial Officer
Debbie Gaffey, Strategic Budget Officer

Subject: FY 2020-21 First Quarter Financial Report

Date: April 15, 2021

The Finance Division is pleased to provide financial performance reports for the quarter ending December 31, 2020. The General Fund (excluding sub-funds) and the six major utility funds are presented. All financials include comparisons of first quarter actual results versus first quarter prior year and budget. In addition, first quarter actual results are compared to the original and amended annual budget. Electric and Gas Funds are presented without the impact of wholesale power and gas commodity costs which are recovered through pass-thru revenue.

Actual to Budget Comparison

The General Fund, the Electric Fund, the Gas Fund, the Water Fund, the Wastewater Fund, the Sanitation Fund, and the Drainage Fund experienced favorable actual to budget net revenues for the first quarter FY20-21.

FINANCIAL PERFORMANCE SUMMARY

	For Period Ending December 31, 2020				
Fund	YTD Revenues & Other Sources	YTD Expenditures & Other Uses	Actual Net Revenues (Loss)	Budgeted Net Revenues (Loss)	Actual to Budget Comparison Fav/(Unfav)
General	$4,192,588	$4,024,611	$167,977	($107,540)	$275,517
Electric Distribution	$1,690,290	$1,512,150	$178,140	$176,353	$1,787
Gas Distribution	$325,635	$310,953	$14,682	$11,050	$3,632
Water	$1,148,451	$1,028,725	$119,726	$9,575	$110,151
Wastewater	$940,998	$673,427	$267,571	$252,590	$14,981
Sanitation	$543,513	$410,440	$133,073	$99,253	$33,820
Drainage	$169,099	$71,759	$97,340	$78,644	$18,696

GENERAL FUND

The General Fund posted actual net first quarter revenue of $167,977, compared to a budgeted net first quarter loss of ($107,540). First quarter revenues and other sources were exceeded budget projections by $56,604. Contributing to this benefit were:

- Higher than projected budget revenues of $131,371 due to stronger than expected sales tax, building permits and grants which more than offset lower revenues from corporation fines; and
- Lower than budget transfers in from utility funds due to lower cost of services.

First quarter operating expenditures and other financing uses were favorable (lower) than budget appropriations by $218,913.

- Personnel costs were $76,425 favorable (lower) than budget due to normal turnover and vacancies;
- Supplies were $41,581 favorable (lower) than budget;
- Maintenance expenses were $48,669 favorable (lower) than budget;
- Service expenses were $32,674 favorable (lower), due to timing variances in service contract payments;
- Non-capital costs were $5,267 favorable (lower) to budget; and
- Sundries were under budget by $14,296 due to a curtailment in travel to seminars and training brought on by COVID-19 offsetting higher than budgeted liability/casualty insurance.

For the first quarter, revenues and other sources exceeded expenditures and other uses by $167,977. This compares favorably to the first quarter budget loss of ($107,540).

ELECTRIC FUND

The Electric Distribution Fund posted an actual net first quarter profit of $178,140 which was $1,787 favorable to the budgeted first quarter net revenue of $176,353. Highlights for the first quarter include:

- Revenues from charges for services were lower than budget by $86,465 due to lower than budget kWh consumption reflecting a delayed economic rebound from COVID-19;
- Department operating expenditures were favorable (lower) to budget by $124,775 with savings realized in all expenditure categories; and
- Transfers to the General Fund were lower than budget due to lower spending in General Fund shared service departments.

Key Electric Fund infrastructure projects for the first quarter included:

- Annual pole change-outs
- Installation of auto protection devices
- Improvements to system automation
- Gay Hill Street feeder upgrade
- Blinn Science wing
- Munz lift station
- Blue Bell milk bay
- Old Chappell Hill Road widening
- Circle K

- Blinn football field house
- Copper conductor replacement
- Annual service installs and replacements (lines, meters and transformers)

GAS FUND

For the first quarter, the Gas Distribution Fund posted actual net revenues of $14,682, which was favorable by $3,632 to a budgeted net revenues of $11,050. Highlights for the quarter include:

- Revenues from charges for services were lower than budget by $35,588 as mcf consumption was lower than budget because of economic downturn due to COVID;
- Department operating expenditures were favorable (lower) to budget by $28,458;
- The Gas Fund has no debt service; and
- Transfers to the General Fund and Electric Fund were lower than budget because of shared service department savings.

Key Gas Fund infrastructure projects for the first quarter included:

- Burleson Street gas main extension
- Liberty Village Phase I
- Baker Katz
- Gas main from SSLC to South Chappell Hill
- City Gate Station #2
- Salem Road main relocation/extension
- Annual service installs and replacements (lines, meters and regulators)

WATER FUND

The Water Fund posted first quarter actual net revenues of $119,726 which was favorable to projected net revenues of $9,575 by $110,151. Highlights for the first quarter include:

- Revenues from charges for services were $18,659 lower than budget because water consumption was lower than budget estimates;
- Department operating expenditures were favorable (lower) to budget by $85,625 with savings from personnel, supplies, maintenance, services, capital outlay, and franchise fees;
- Debt service was higher than projected; and
- Transfers-out to the General Fund and the Electric Fund for shared service cost reimbursements were favorable to budget by $14,411.

Key Water Fund infrastructure projects for the first quarter included:

- AC/CI water line replacements (contractor)
- Sensus water meter changeout
- South Baylor water line
- Ledbetter & Woodson Lane at Bruce Street
- Water line extension at Old Mill Creek Road
- North Baylor line
- Clinton main
- College Avenue replacement

- Annual new services (lines and meters)

WASTEWATER FUND
First quarter FY20-21 net revenue for the Wastewater Fund was $267,571, which was $14,981 favorable to projected net revenue of $252,590. Highlights for the first quarter include:

- Revenues from charges for services were $32,105 lower than budget estimates;
- Operating expenditures were favorable to budget by $30,991, driven by lower franchise fees on lower revenues and savings in personnel, supplies and services;
- Transfers-out to the General Fund and the Electric Fund for shared service cost reimbursements were favorable to budget by $15,730.

Key Wastewater Fund infrastructure projects for the first quarter included:

- Annual service replacements
- Burleson Street sewer main extension
- Annual new service installs

SANITATION FUND
The Sanitation Fund posted actual first quarter net revenue of $133,073, compared to budget net revenues of $99,253, a favorable variance of $33,820. Highlights for the first quarter include:

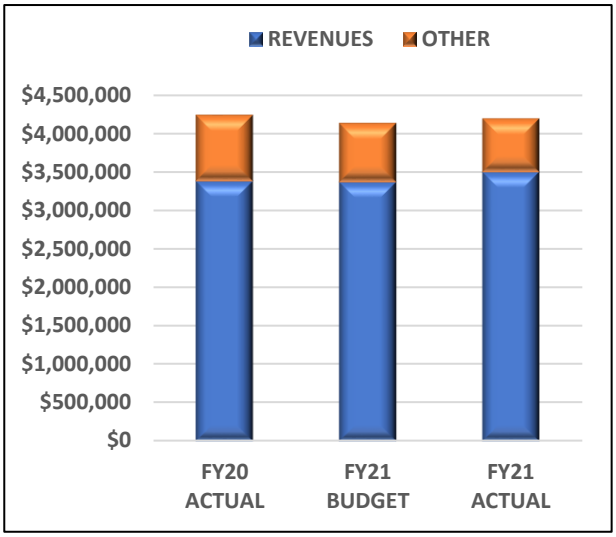
- Revenues from charges for services were $9,864 higher than budget;
- Operating expenditures were favorable to budget by $4,145; and
- Transfers-out to the General Fund and the Electric Fund for shared service cost reimbursements that were favorable to budget by $12,528.

DRAINAGE FUND
The Drainage Fund posted actual first quarter FY20-21 net revenues of $97,340, compared to budget net revenues of $78,644, a favorable variance of $18,696. Highlights for the first quarter include:

- Revenues running slightly higher than budget estimates; and
- Savings over budgeted costs in personnel, supplies, maintenance expenditures and contracted services primarily reflecting timing variances.

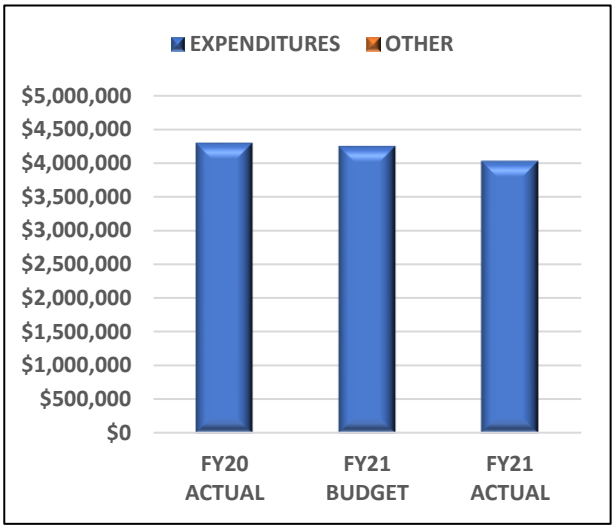
CONCLUSION
For the first quarter of FY 20-21, the City experienced favorable performance in all seven funds relative to budget. After you have reviewed this financial performance report, should you have any questions or comments prior to the council meeting, please do not hesitate to contact us directly.

REVENUES AND OTHER FINANCING SOURCES



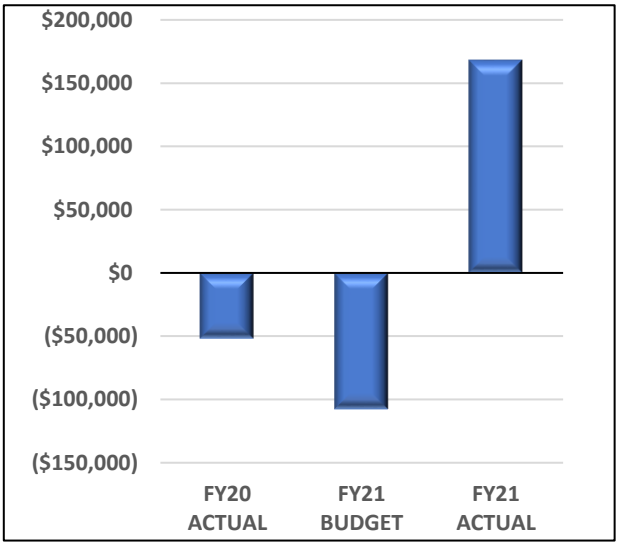
For the first quarter of Fiscal Year 2020-21, actual revenues and other financing sources of $4.2 million were within 98.6% of the budget projection and were lower than prior year results by $45,186. Revenues from taxes, licenses and permits, intergovernmental charges, fines and forteitures, and miscellaneous income were higher than budget. Revenues from charges for services and investment income were lower than budget. Other financing sources were under budget projections for transfers-in from the utility funds because of lower cost of services.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For the first quarter of Fiscal Year 2020-21, actual expenditures and other uses of resources were favorable (lower) than budget by $218,913 and favorable (lower) than prior year by $265,077. There were first quarter budget savings in all expenditure categories. Some of this savings is due to timing variances in when expenditures were budgeted and when expenditures were actually incurred.

INCREASE/(DECREASE) OF FUND BALANCE



For the first quarter of Fiscal Year 2020-21, there was an increase to fund balance of $167,977. This compared favorably to a budgeted decrease of ($107,540) and a prior year decrease of ($51,914).

YTD 12/31/20

GENERAL FUND - FINANCIAL RESULTS

FUND 101

CITY OF BRENHAM

FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

FUND 101 - GENERAL FUND FINANCIAL STATEMENT

	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
REVENUES									
TAXES (2)	3,060,269	3,020,319	3,110,959	50,690	90,640	12,721,439	12,721,439	24.5%	24.5%
LICENSES AND PERMITS	37,595	27,118	81,499	43,904	54,381	164,485	164,485	49.5%	49.5%
INTERGOVERNMENTAL	11,750	11,750	27,736	15,986	15,986	377,000	480,258	7.4%	5.8%
CHARGES FOR SERVICES	94,333	128,908	80,910	(13,423)	(47,998)	620,342	620,342	13.0%	13.0%
FINES AND FORFEITURES	137,094	144,061	146,247	9,153	2,186	614,617	614,617	23.8%	23.8%
INVESTMENT INCOME	626	1,697	(5,178)	(5,804)	(6,876)	128,800	128,800	-4.0%	-4.0%
PAYMENT FROM COMPONENT UNIT	-	-	-	-	-	277,000	277,000	0.0%	0.0%
CONTRIBUTIONS AND DONATIONS	-	-	-	-	-	-	-	0.0%	0.0%
MISCELLANEOUS	40,787	36,167	59,218	18,431	23,050	201,303	201,303	29.4%	29.4%
TOTAL REVENUES	3,382,453	3,370,020	3,501,391	118,937	131,371	15,104,986	15,208,244	23.2%	23.0%
EXPENDITURES									
CURRENT:									
CULTURE AND RECREATION	728,786	750,344	658,906	69,881	91,438	3,483,280	3,517,538	18.9%	18.7%
GENERAL GOVERNMENT	1,460,999	1,293,891	1,290,787	170,212	3,104	5,598,721	5,598,721	23.1%	23.1%
HEALTH AND WELFARE	120,897	125,812	112,717	8,181	13,096	559,697	559,697	20.1%	20.1%
HIGHWAYS AND STREETS	308,416	289,735	258,386	50,030	31,350	1,329,950	1,398,950	19.4%	18.5%
PUBLIC SAFETY	1,670,589	1,783,741	1,703,816	(33,227)	79,925	7,310,887	7,310,887	23.3%	23.3%
DEBT SERVICE:									
INTEREST & FISCAL CHARGES	-	-	-	-	-	-	-	0.0%	0.0%
PRINCIPAL RETIREMENT	-	-	-	-	-	-	-	0.0%	0.0%
ISSUANCE COSTS	-	-	-	-	-	-	-	0.0%	0.0%
CAPITAL OUTLAY	-	-	-	-	-	65,000	65,000	0.0%	0.0%
TOTAL EXPENDITURES	4,289,688	4,243,524	4,024,611	265,077	218,913	18,347,535	18,450,793	21.9%	21.8%
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(907,234)	(873,504)	(523,220)	384,014	350,283	(3,242,549)	(3,242,549)	16.1%	16.1%
OTHER FINANCING SOURCES (USES)									
TRANSFERS IN	852,210	765,102	683,340	(168,870)	(81,762)	3,272,756	3,272,756	20.9%	20.9%
TRANSFERS OUT	-	-	-	-	-	(40,207)	(40,207)	0.0%	0.0%
ISSUANCE OF DEBT (BOND PROCEEDS)	-	-	-	-	-	-	-	0.0%	0.0%
ISSUANCE OF CAPITAL LEASES	-	-	-	-	-	-	-	0.0%	0.0%
PREMIUM ON DEBT ISSUED	-	-	-	-	-	-	-	0.0%	0.0%
INSURANCE PROCEEDS	3,111	862	7,857	4,747	6,996	10,000	10,000	78.6%	78.6%
TOTAL OTHER SOURCES/(USES)	855,321	765,964	691,197	(164,123)	(74,767)	3,242,549	3,242,549	21.3%	21.3%
NET CHANGE IN FUND BALANCE	**(51,914)**	**(107,540)**	**167,977**	**219,890**	**275,517**	**(0)**	**(0)**	100.0%	100.0%
FUND BALANCES - BEGINNING	4,430,169	4,968,541	4,968,541	538,372	-	4,390,169	4,968,541	113.2%	100.0%
FUND BAL - ENDING (INCLUDES ACCRUAL ADJ)	4,378,255	4,861,002	5,136,518	758,263	275,517	4,390,169	4,968,541	117.0%	103.4%
(1) ACTUALS EXCLUDE ACCRUED COMP TIM	-	-	-	-	-	-	-	0.0%	0.0%
NET CHANGE IN FUND BALANCE ADJUST	(51,914)	(107,540)	167,977	219,890	275,517	(0)	(0)	100.0%	100.0%
(2) TAXES DETAIL									
TAX RECEIPTS-GENERAL FUND	3,236,760	3,253,345	3,297,218	60,458	43,873	4,656,676	4,656,676	70.8%	70.8%
DEFERRAL - SPREAD EVEN FOR YEAR	(2,087,270)	(2,089,176)	(2,129,609)	(42,339)	(40,433)	-	-		
PENALTY AND INTEREST/TAX	3,751	4,105	4,365	614	260	45,000	45,000	9.7%	9.7%
PENALTY FOR LATE RENDITION	2,124	3,490	2,193	68	(1,298)	6,000	6,000	36.5%	36.5%
CITY SALES TAX	423,981	431,295	444,396	20,414	13,101	5,234,329	5,234,329	8.5%	8.5%
ACCRUAL FOR NOV AND DEC	914,549	841,258	954,702	40,154	113,444	-	-		
UTIL FRANCHISE TAXES	560,671	570,452	531,728	(28,943)	(38,724)	2,335,434	2,335,434	22.8%	22.8%
GROSS RECPTS/FRANCHISE TAX	-	-	-	-	-	261,000	261,000	0.0%	0.0%
SANITATION FRANCHISE TAX	4,714	4,772	5,868	1,154	1,096	33,000	33,000	17.8%	17.8%
MIXED BEVERAGES TAX RECPT	265	-	-	(265)	-	77,000	77,000	0.0%	0.0%
PHONE ACCESS LINE FEES	724	778	99	(625)	(679)	73,000	73,000	0.1%	0.1%
TOTAL	3,060,269	3,020,319	3,110,959	50,690	90,640	12,721,439	12,721,439	24.5%	24.5%

CITY OF BRENHAM
FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

GENERAL FUND EXPENDITURES BY DEPARTMENT

	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
CULTURE AND RECREATION (INCLUDES CAPITAL)									
049 MRKTING & PUBLIC RELATIONS	120,057	90,775	87,997	32,060	2,778	493,526	493,526	17.8%	17.8%
144 PARKS	303,274	336,001	314,505	(11,231)	21,496	1,391,889	1,391,889	22.6%	22.6%
146 LIBRARY	146,144	166,568	135,869	10,275	30,699	588,278	622,536	23.1%	21.8%
149 AQUATIC CENTER	159,312	156,999	120,535	38,777	36,464	1,009,587	1,009,587	11.9%	11.9%
SUBTOTAL	728,786	750,344	658,906	69,881	91,438	3,483,280	3,517,538	18.9%	18.7%
GENERAL GOVERNMENT (INCLUDES CAPITAL)									
100 NON-DEPT DIRECT EXPEND	193,191	(23,439)	66,735	126,456	(90,174)	87,672	87,672	76.1%	76.1%
110 NON-DEPT MISC EXPEND	10,329	11,764	11,057	(728)	707	67,500	67,500	16.4%	16.4%
121 ADMINISTRATION	245,246	231,495	204,118	41,128	27,376	866,598	866,598	23.6%	23.6%
122 DEVELOPMENT SERVICES	161,028	186,042	161,568	(540)	24,474	856,909	856,909	18.9%	18.9%
123 HUMAN RESOURCES	46,831	54,112	42,115	4,716	11,997	235,786	235,786	17.9%	17.9%
125 MAIN ST/ECONOMIC DEV	-	-	-	-	-	-	-	0.0%	0.0%
128 ENGINEERING SERVICES	-	-	-	-	-	-	-	0.0%	0.0%
131 FACILITY/FLEET MAINT	176,577	175,919	171,732	4,844	4,187	760,662	760,662	22.6%	22.6%
133 FINANCE & ADMIN SERVICES	268,115	274,963	286,382	(18,267)	(11,419)	1,196,012	1,196,012	23.9%	23.9%
135 PURCHASING/CENTRAL WRHSE	73,829	79,738	93,239	(19,410)	(13,500)	316,931	316,931	29.4%	29.4%
155 MUNICIPAL COURT	125,972	97,995	99,359	26,612	(1,364)	419,750	419,750	23.7%	23.7%
167 GENERAL GOVT SERVICES	39,905	38,479	28,160	11,745	10,319	130,538	130,538	21.6%	21.6%
172 INFORMATION TECHNOLOGY	119,977	166,823	126,322	(6,344)	40,501	690,363	690,363	18.3%	18.3%
SUBTOTAL	1,460,999	1,293,891	1,290,787	170,212	3,104	5,628,721	5,628,721	22.9%	22.9%
HEALTH AND WELFARE (INCLUDES CAPITAL)									
154 ANIMAL CONTROL/SHELTER	120,897	125,812	112,717	8,181	13,096	559,697	559,697	20.1%	20.1%
HIGHWAYS AND STREETS (INCLUDES CAPITAL)									
141 STREETS	286,118	246,593	236,530	49,588	10,063	1,226,004	1,226,004	19.3%	19.3%
148 AIRPORT	22,298	43,142	21,856	442	21,286	138,946	207,946	15.7%	10.5%
SUBTOTAL	308,416	289,735	258,386	50,030	31,350	1,364,950	1,433,950	18.9%	18.0%
PUBLIC SAFETY (INCLUDES CAPITAL OUTLAY)									
050 CITY COMMUNICATIONS	149,991	136,536	128,182	21,809	8,354	208,674	208,674	61.4%	61.4%
151 POLICE	1,019,000	1,118,196	1,046,703	(27,704)	71,493	4,679,631	4,679,631	22.4%	22.4%
152 FIRE	501,599	529,009	528,931	(27,332)	78	2,422,582	2,422,582	21.8%	21.8%
SUBTOTAL	1,670,589	1,783,741	1,703,816	(33,227)	79,925	7,310,887	7,310,887	23.3%	23.3%
TOTAL (BUDGET BASIS)	4,289,688	4,243,524	4,024,611	265,077	218,913	18,347,535	18,450,793	21.9%	21.8%
ACCRUED COMP TIME	-	-	-	-	-	-	-	0.0%	0.0%
TOTAL (CAFR BASIS)	4,289,688	4,243,524	4,024,611	265,077	218,913	18,347,535	18,450,793	21.9%	21.8%

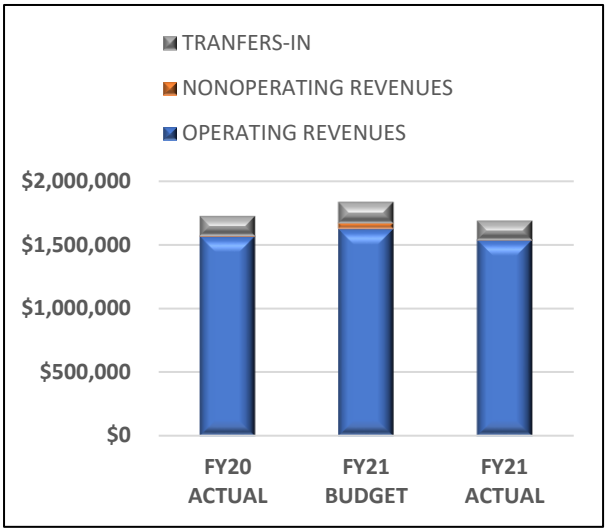
CITY OF BRENHAM
FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

GENERAL FUND EXPENDITURES BY CATEGORY

	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
PERSONNEL	2,740,518	2,702,882	2,626,456	114,062	76,425	12,251,107	12,251,107	21.4%	21.4%
SUPPLIES	234,213	264,786	223,206	11,008	41,581	961,711	989,310	23.2%	22.6%
MAINTENANCE	217,997	179,577	130,907	87,090	48,669	800,725	816,884	16.3%	16.0%
SERVICES	566,533	706,102	673,428	(106,894)	32,674	2,920,287	2,923,159	23.1%	23.0%
NON-CAPITAL	90,520	74,980	69,713	20,807	5,267	420,823	517,408	16.6%	13.5%
CAPITAL	-	-	-	-	-	65,000	65,000	0.0%	0.0%
SUNDRIES	439,906	315,197	300,901	139,005	14,296	927,882	887,925	32.4%	33.9%
TOTAL (BUDGET BASIS)	4,289,688	4,243,524	4,024,611	265,077	218,913	18,347,535	18,450,793	21.9%	21.8%
ACCRUED COMP TIME	-	-	-	-	-	-	-	0.0%	0.0%
TOTAL (CAFR BASIS)	4,289,688	4,243,524	4,024,611	265,077	218,913	18,347,535	18,450,793	21.9%	21.8%

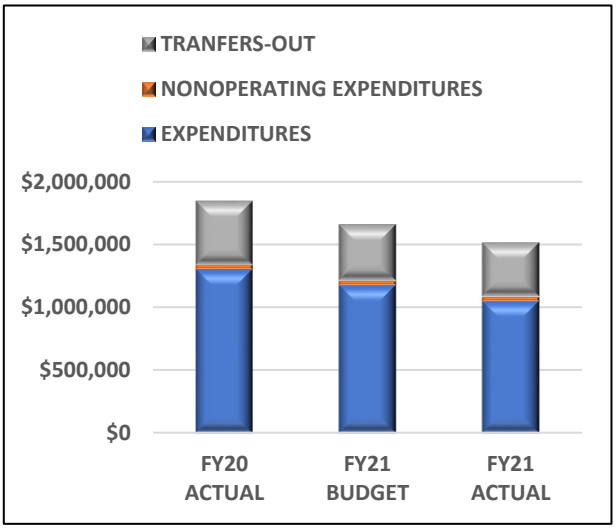
ELECTRIC FUND - FINANCIAL RESULTS - DISTRIBUTION

REVENUES AND OTHER FINANCING SOURCES



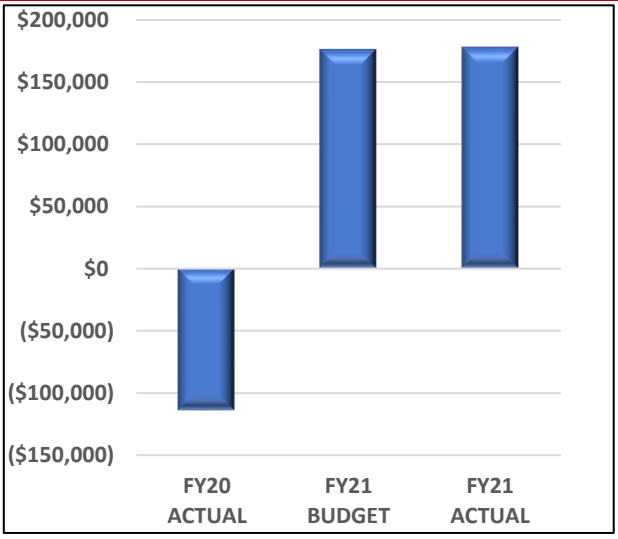
For the first quarter in Fiscal Year 2020-21, actual distribution revenues, other financing sources, and transfers-in of $1.7 million were lower than budget projections by $143,155 or 7.8 percent and were lower than prior year results by $36,610 or 2.1 percent. For revenues, actual kWh consumption at 61.6 million was lower than the 64.7 kWh budgeted and lower than FY20 kWh consumption of 66.5 million. As a result, billed consumption revenues were lower than budget and prior year, reflecting a delay in the COVID economic rebound.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For the first quarter in FIscal Year 2020-21, actual distribution operating expenditures, uses of other financing sources, and transfers-out of $1.5 million were $144,942 or 8.7 percent favorable (lower) than budget and $328,932 or 17.9 percent lower than prior year. Budgetary expenditure savings were realized in all expenditure categories. Some of these savings reflect timing differences and will erode as the year progresses. Transfers out were also favorable to budget..

INCREASE/(DECREASE) OF FUND BALANCE



For the first quarter of Fiscal Year 20-21, fund balance for distribution operations increased $178,140. Net distribution operating revenues were favorable to budget by $1,787 and favorable to prior year by $292,322.

For purchased power pass-through accounted for in Fund 122, an over collection of $580,048 was recognized in the first quarter Fiscal Year 2020-21. The over collection will be passed back (credited) to customers after the second quarter of Fiscal Year 2020-21.

CITY OF BRENHAM

FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

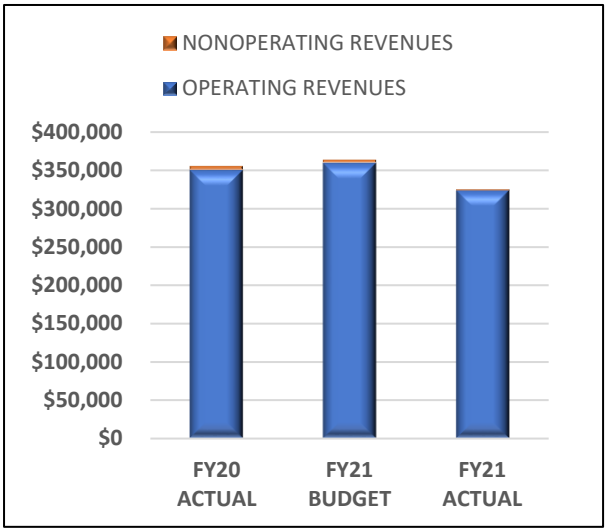
FUND 102 - ELECTRIC DISTRIBUTION FUND FINANCIAL STATEMENT

	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	1,564,354	1,624,034	1,537,569	(26,785)	(86,465)	6,861,523	6,861,523	22.4%	22.4%
TOTAL REVENUES	1,564,354	1,624,034	1,537,569	(26,785)	(86,465)	6,861,523	6,861,523	22.4%	22.4%
OPERATING EXPENDITURES									
SALARIES	447,723	514,984	468,028	(20,305)	46,956	2,303,677	2,303,677	20.3%	20.3%
SUPPLIES	48,060	61,752	40,912	7,147	20,840	505,405	505,405	8.1%	8.1%
MAINTENANCE	16,377	21,215	10,935	5,441	10,280	109,300	109,300	10.0%	10.0%
CONTRACTUAL SERVICES	111,663	135,312	123,618	(11,955)	11,694	413,745	423,745	29.9%	29.2%
CAPITAL OUTLAY (INSTEAD OF DEP)	292,255	40,218	39,042	253,213	1,176	1,186,903	1,176,903	3.3%	3.3%
GROSS REVENUE TAX	338,676	341,722	333,184	5,492	8,538	1,454,103	1,454,103	22.9%	22.9%
MISCELLANEOUS	44,760	59,306	34,014	10,746	25,292	184,086	184,086	18.5%	18.5%
TOTAL OPERATING EXP	1,299,514	1,174,509	1,049,734	249,779	124,775	6,157,219	6,157,219	17.0%	17.0%
OPERATING INCOME (LOSS)	264,841	449,524	487,835	222,994	38,311	704,304	704,304	69.3%	69.3%
NONOPERATING REV (EXP)									
DEBT SERVICE:									
INTEREST & FISCAL CHARGES	(16,291)	(15,749)	(15,749)	541	-	(62,997)	(62,997)	25.0%	25.0%
PRINCIPAL RETIREMENT	(18,049)	(18,833)	(18,833)	(785)	-	(75,332)	(75,332)	25.0%	25.0%
ISSUANCE COSTS	-	-	-	-	-	-	-	0.0%	0.0%
INTERGOVERNMENTAL	4,059	-	-	(4,059)	-	-	-	0.0%	0.0%
INVESTMENT INCOME	(17,899)	28,781	(15,664)	2,235	(44,446)	189,901	189,901	-8.2%	-8.2%
GAIN ON SALE OF CAPITAL ASSETS	750	-	-	(750)	-	-	-	0.0%	0.0%
MISCELLANEOUS, NET	21,818	14,938	19,164	(2,655)	4,226	18,688	18,688	102.5%	102.5%
TOTAL NONOP REV (EXP)	(25,611)	9,137	(31,083)	(5,472)	(40,220)	70,260	70,260	-44.2%	-44.2%
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRFS	239,230	458,661	456,752	217,522	(1,909)	774,564	774,564	59.0%	59.0%
TRANSFERS IN	153,818	165,692	149,222	(4,596)	(16,470)	601,885	601,885	24.8%	24.8%
TRANSFERS OUT	(507,230)	(448,001)	(427,834)	79,396	20,167	(1,925,367)	(1,925,367)	22.2%	22.2%
TOTAL TRANSFERS IN/(OUT)	(353,412)	(282,308)	(278,612)	74,800	3,696	(1,323,482)	(1,323,482)	21.1%	21.1%
CHANGE IN NET POSITION	(114,182)	176,353	178,140	292,322	1,787	(548,918)	(548,918)	-32.5%	-32.5%

FUND 122 - ELECTRIC POWER FUND FINANCIAL STATEMENT

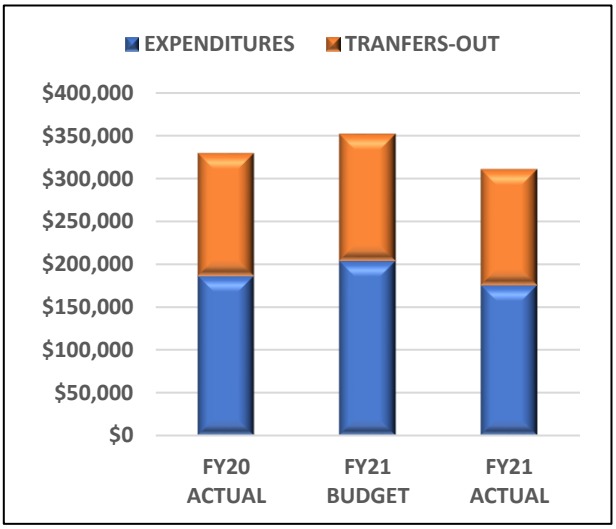
	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	3,410,486	3,398,258	3,337,297	(73,189)	(60,961)	14,512,988	14,512,988	23.0%	23.0%
TOTAL REVENUES	3,410,486	3,398,258	3,337,297	(73,189)	(60,961)	14,512,988	14,512,988	23.0%	23.0%
OPERATING EXPENDITURES									
COST OF SALES AND SERVICES	2,539,682	3,289,283	2,757,249	217,566	(532,034)	15,072,676	15,072,676	18.3%	18.3%
TOTAL OPERATING EXP	2,539,682	3,289,283	2,757,249	217,566	(532,034)	15,072,676	15,072,676	18.3%	18.3%
OPERATING INCOME (LOSS)	870,804	108,976	580,049	(290,755)	471,073	(559,688)	(559,688)	NA	NA
CHANGE IN NET POSITION	870,804	108,976	580,049	(290,755)	471,073	(559,688)	(559,688)	NA	NA

REVENUES AND OTHER FINANCING SOURCES



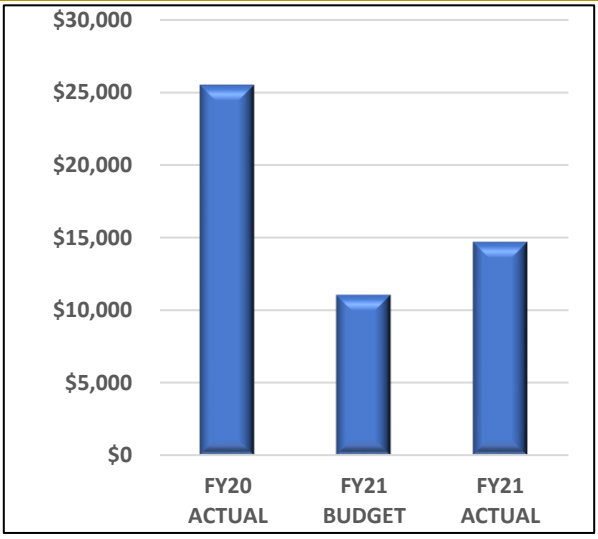
For the first quarter of Fiscal Year 2020-21, actual distribution revenues and other financing sources were lower than the budget forecast by $37,498 and lower than prior year actuals of $355,096 by $29,461. Distribution revenues were lower than budget as mcf consumption fell 18.4 percent below budget estimates. Actual mcf consumption at 89,311 was lower than the 109,497 mcf budgeted and lower than FY19-20 mcf consumption of 104,740. These results reflect the economic impact of COVID. The impact of the 2021 winter event will be seen in the second quarter of FY21.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For the first quarter of FIscal Year 2020-21, actual distribution operating expenditures and transfers-out were $310,953 or 11.7 percent favorable (lower) than budget and $18,638 or 5.7 percent favorable (lower) than prior year. Transfers-out to the General Fund and the Electric Fund were lower than budget on shared service cost savings.

INCREASE/(DECREASE) OF FUND BALANCE



For the first quarter of Fiscal Year 2020-21, fund balance for distribution operations increased $14,682 which is favorable to the budgeted increase of $11,050 and unfavorable to prior year's increase of $25,506.

At the end of the first quarter, there was an under-collection of natural gas commodity pass-through of ($115,748), which was unfavorable to the budgeted under-collection of ($36,716) and prior year's under-collection of ($50,777). Under-collections for the first quarter is a cycle billing (timing) issue which is normally reversed by the end of the 2nd quarter.

YTD 12/31/20

GAS FUND - FINANCIAL RESULTS - DISTRIBUTION

FUND 103

CITY OF BRENHAM

FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

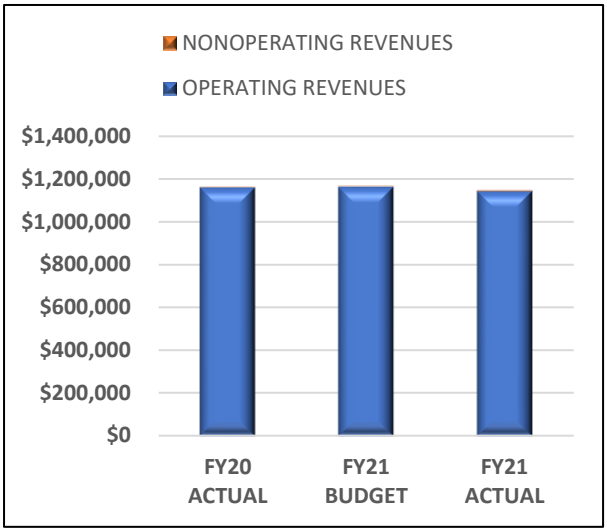
FUND 103 - GAS DISTRIBUTION FUND FINANCIAL STATEMENT

	YTD			FY2 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	350,488	359,758	324,170	(26,318)	(35,588)	1,424,434	1,424,434	22.8%	22.8%
TOTAL REVENUES	350,488	359,758	324,170	(26,318)	(35,588)	1,424,434	1,424,434	22.8%	22.8%
OPERATING EXPENDITURES									
SALARIES	94,346	93,472	90,969	3,377	2,503	414,591	414,591	21.9%	21.9%
SUPPLIES	7,801	5,770	6,565	1,237	(795)	38,392	38,392	17.1%	17.1%
MAINTENANCE	2,768	7,086	2,921	(153)	4,165	35,375	35,375	8.3%	8.3%
CONTRACTUAL SERVICES	3,787	8,958	3,418	370	5,540	42,225	42,225	8.1%	8.1%
CAPITAL OUTLAY (INSTEAD OF DEP)	25,922	33,750	26,601	(680)	7,149	421,567	421,567	6.3%	6.3%
GROSS REVENUE TAX	46,414	49,241	39,692	6,722	9,549	187,635	187,635	21.2%	21.2%
MISCELLANEOUS	5,506	5,763	5,416	90	347	19,214	19,214	28.2%	28.2%
TOTAL OPERATING EXP	186,545	204,039	175,581	10,964	28,458	1,158,999	1,158,999	15.1%	15.1%
OPERATING INCOME (LOSS)	163,943	155,719	148,589	(15,354)	(7,130)	265,435	265,435	56.0%	56.0%
NONOPERATING REV (EXP)									
DEBT SERVICE:									
INTEREST & FISCAL CHARGES	-	-	-	-	-	-	-	0.0%	0.0%
PRINCIPAL RETIREMENT	-	-	-	-	-	-	-	0.0%	0.0%
ISSUANCE COSTS	-	-	-	-	-	-	-	0.0%	0.0%
INTERGOVERNMENTAL	-	-	-	-	-	-	-	0.0%	0.0%
INVESTMENT INCOME	3,865	3,375	259	(3,606)	(3,116)	13,500	13,500	1.9%	1.9%
GAIN ON SALE OF CAPITAL ASSETS	-	-	-	-	-	-	-	0.0%	0.0%
MISCELLANEOUS, NET	743	-	1,205	463	1,205	-	-	NA	NA
TOTAL NONOP REV (EXP)	4,608	3,375	1,465	(3,143)	(1,910)	13,500	13,500	10.9%	10.9%
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRFS	168,552	159,094	150,054	(18,498)	(9,040)	278,935	278,935	53.8%	53.8%
TRANSFERS IN	-	-	-	-	-	-	-	0.0%	0.0%
TRANSFERS OUT	(143,046)	(148,044)	(135,372)	7,674	12,672	(602,034)	(602,034)	22.5%	22.5%
TOTAL TRANSFERS IN/(OUT)	(143,046)	(148,044)	(135,372)	7,674	12,672	(602,034)	(602,034)	22.5%	22.5%
CHANGE IN NET POSITION	25,506	11,050	14,682	(10,824)	3,632	(323,099)	(323,099)	-4.5%	-4.5%

FUND 123 - GAS COMMODITY FUND FINANCIAL STATEMENT

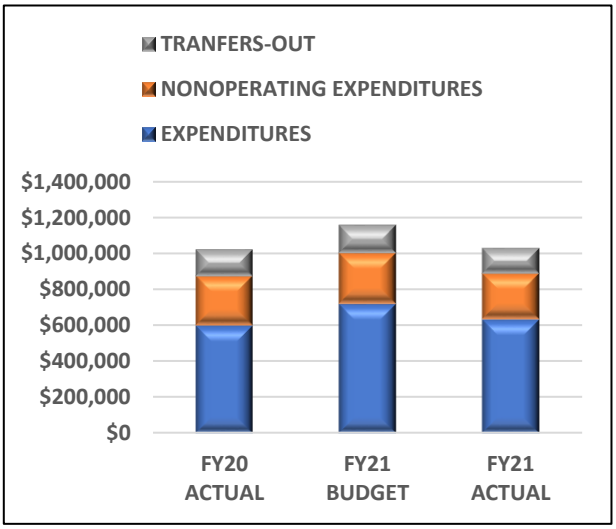
	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20ACT	FY20 BUD	FY21 ACT	FY20ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	316,360	346,781	248,614	(67,746)	(98,166)	1,274,270	1,274,270	19.5%	19.5%
TOTAL REVENUES	316,360	346,781	248,614	(67,746)	(98,166)	1,274,270	1,274,270	19.5%	19.5%
OPERATING EXPENDITURES									
COST OF SALES AND SERVICES	367,137	383,497	364,363	2,774	19,134	1,274,270	1,274,270	28.6%	28.6%
TOTAL OPERATING EXP	367,137	383,497	364,363	2,774	19,134	1,274,270	1,274,270	28.6%	28.6%
OPERATING INCOME (LOSS)	(50,777)	(36,716)	(115,748)	(64,971)	152,465	-	-	NA	NA
CHANGE IN NET POSITION	(50,777)	(36,716)	(115,748)	(64,971)	152,465	-	-	NA	NA

REVENUES AND OTHER FINANCING SOURCES



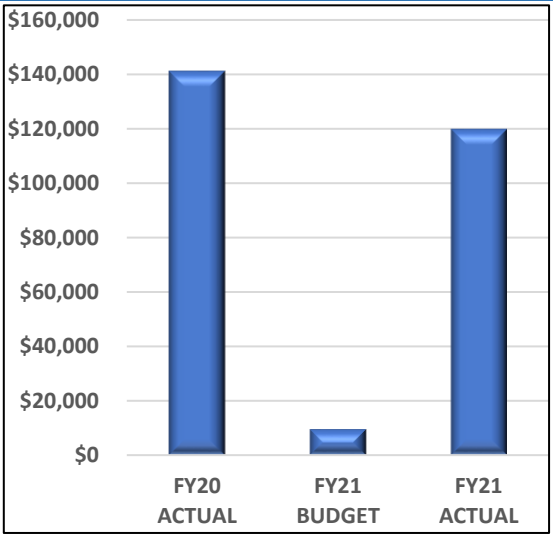
For the first quarter of Fiscal Year 2020-21, actual revenues and other financing sources of $1.1 million were lower than the budget forecast by $16,151 and prior year's results by $14,133. Customers consumed 193.5 million gallons for the first quarter compared to 211.9 million consumed in prior year and 201.7 million gallons budgeted.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For the first quarter of FIscal Year 2020-21, actual operating expenditures, nonoperating expenditures, and transfers-out of $1.0 million were $126,302 favorable (lower) than budget and $7,228 unfavorable (higher) than prior year. Actual expenditures were $85,625 lower than budget and transfers-out to the General Fund and Electric Fund were lower than budget due to budget savings in shared service costs.

INCREASE/(DECREASE) OF FUND BALANCE



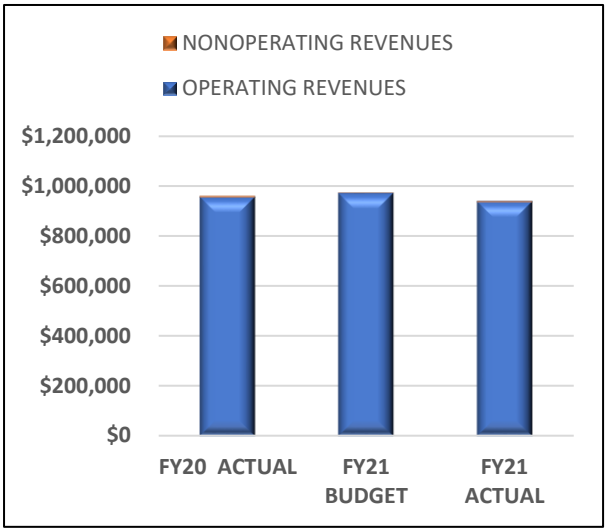
For the first quarter of Fiscal Year 2020-21, net income increased reserves by $119,726 which was favorable to the budgeted increase of $9,575 but unfavorable to prior year's first quarter increase of $141,086.

CITY OF BRENHAM
FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

FUND 104 - WATER FUND FINANCIAL STATEMENT

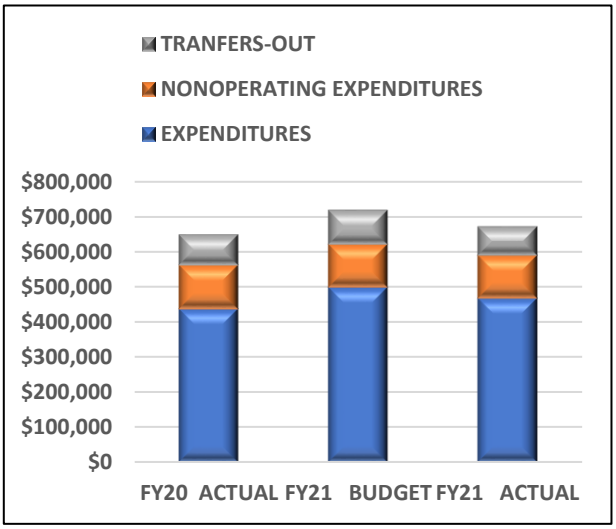
	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	1,161,436	1,164,252	1,145,593	(15,843)	(18,659)	4,438,990	4,438,990	25.8%	25.8%
TOTAL REVENUES	1,161,436	1,164,252	1,145,593	(15,843)	(18,659)	4,438,990	4,438,990	25.8%	25.8%
OPERATING EXPENDITURES									
COST OF SALES AND SERVICES	82,950	98,235	98,237	(15,287)	(2)	392,946	392,946	25.0%	25.0%
SALARIES	178,887	208,902	190,040	(11,152)	18,862	929,080	929,080	20.5%	20.5%
SUPPLIES	83,871	135,275	112,796	(28,925)	22,479	516,187	516,187	21.9%	21.9%
MAINTENANCE	20,767	36,925	23,080	(2,314)	13,845	181,250	181,250	12.7%	12.7%
CONTRACTUAL SERVICES	65,710	123,431	100,802	(35,092)	22,629	547,751	547,751	18.4%	18.4%
CAPITAL OUTLAY (INSTEAD OF DEP)	65,968	24,000	19,583	46,386	4,417	240,781	328,081	8.1%	6.0%
GROSS REVENUE TAX	79,149	79,149	73,083	6,066	6,066	297,405	297,405	24.6%	24.6%
MISCELLANEOUS	19,359	10,166	12,837	6,522	(2,671)	27,883	27,883	46.0%	46.0%
TOTAL OPERATING EXPENDITURES	596,661	716,082	630,457	(33,796)	85,625	3,133,283	3,220,583	20.1%	19.6%
OPERATING INCOME (LOSS)	564,775	448,170	515,136	(49,639)	66,966	1,305,707	1,218,407	39.5%	42.3%
NONOPERATING REV (EXP)									
DEBT SERVICE:									
INTEREST & FISCAL CHARGES	(67,774)	(66,000)	(65,983)	1,791	17	(263,933)	(263,933)	25.0%	25.0%
PRINCIPAL RETIREMENT	(209,468)	(217,600)	(191,350)	18,117	26,250	(765,401)	(765,401)	25.0%	25.0%
ISSUANCE COSTS	-	-	-	-	-	-	-	-	-
INTERGOVERNMENTAL	-	-	-	-	-	-	-	-	-
INVESTMENT INCOME	36	350	(158)	(194)	(508)	6,400	6,400	-2.5%	-2.5%
GAIN ON SALE OF CAPITAL ASSETS	-	-	-	-	-	-	-	-	-
MISCELLANEOUS, NET	1,111	-	3,016	1,905	3,016	-	-	-	-
TOTAL NONOPERATING REV (EXP)	(276,095)	(283,250)	(254,476)	21,619	28,774	(1,022,934)	(1,022,934)	24.9%	24.9%
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	288,680	164,920	260,660	(28,020)	95,740	282,773	195,473	92.2%	133.3%
TRANSFERS IN	-	-	-			-	-		
TRANSFERS OUT	(147,594)	(155,345)	(140,934)	6,660	14,411	(613,728)	(613,728)	23.0%	23.0%
TOTAL TRANSFERS IN/(OUT)	(147,594)	(155,345)	(140,934)	6,660	14,411	(613,728)	(613,728)	23.0%	23.0%
CHANGE IN NET POSITION	141,086	9,575	119,726	(21,360)	110,151	(330,955)	(418,255)	-36.2%	-28.6%

REVENUES AND OTHER FINANCING SOURCES



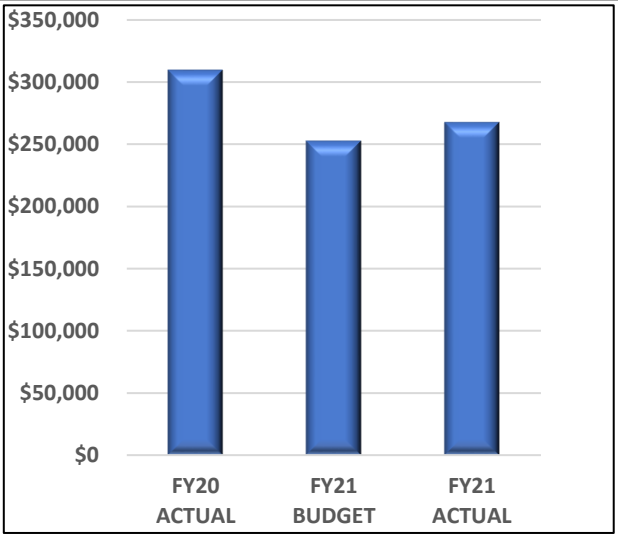
For the first quarter of Fiscal Year 2020-21, actual revenues and other financing sources of $940,998 were lower than the $972,738 budget forecast and lower than prior year's results of $960,232.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For the first quarter of FIscal Year 2020-21, actual operating expenditures, nonoperating expenditures, and transfers-out of $673,427, were $46,721 or 6.5 percent favorable (lower) than budget but $22,794 or 3.5 percent unfavorable (higher) than prior year.

INCREASE/(DECREASE) OF FUND BALANCE



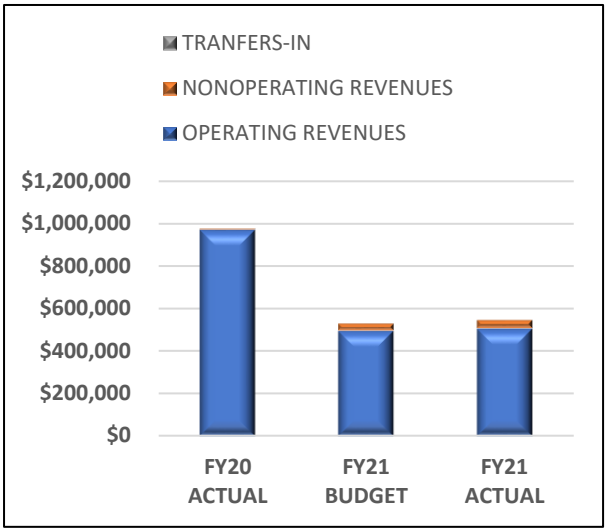
For the first quarter of Fiscal Year 2020-21, net income increased reserves by $267,571 and was higher than the planned budget net income of $252,590 but lower than prior year's net income of $309,599.

CITY OF BRENHAM
FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

FUND 105 - WASTEWATER FUND FINANCIAL STATEMENT

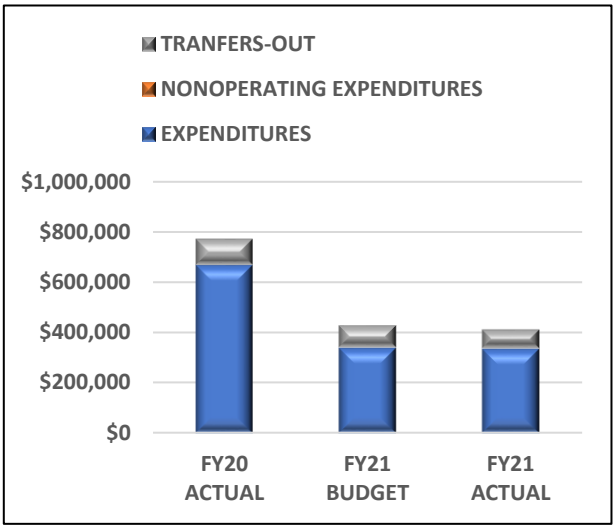
	1ST QTR YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	955,457	970,499	938,394	(17,063)	(32,105)	3,808,478	3,808,478	24.6%	24.6%
TOTAL REVENUES	955,457	970,499	938,394	(17,063)	(32,105)	3,808,478	3,808,478	24.6%	24.6%
OPERATING EXPENDITURES									
SALARIES	126,888	165,100	148,831	(21,944)	16,268	731,844	731,844	20.3%	20.3%
SUPPLIES	33,234	48,410	43,597	(10,363)	4,813	168,310	168,310	25.9%	25.9%
MAINTENANCE	36,134	34,200	36,237	(103)	(2,037)	199,200	199,200	18.2%	18.2%
CONTRACTUAL SERVICES	103,569	133,525	111,661	(8,092)	21,864	636,946	636,946	17.5%	17.5%
CAPITAL OUTLAY (INSTEAD OF DEP)	34,691	10,500	20,666	14,025	(10,166)	146,785	146,785	14.1%	14.1%
GROSS REVENUE TAX	63,752	64,853	62,333	1,419	2,520	254,343	254,343	24.5%	24.5%
MISCELLANEOUS	38,091	40,787	43,058	(4,967)	(2,271)	49,541	49,541	86.9%	86.9%
TOTAL OPERATING EXPENDITURES	436,359	497,375	466,383	(30,024)	30,991	2,186,969	2,186,969	21.3%	21.3%
OPERATING INCOME (LOSS)	519,098	473,125	472,011	(47,087)	(1,114)	1,621,509	1,621,509	29.1%	29.1%
NONOPERATING REV (EXP)									
DEBT SERVICE:									
INTEREST & FISCAL CHARGES (ACCRUAL)	(11,612)	(8,072)	(8,072)	3,541	-	(96,861)	(96,861)	8.3%	8.3%
PRINCIPAL RETIREMENT (ACCRUAL)	(114,581)	(115,431)	(115,431)	(850)	-	(1,385,171)	(1,385,171)	8.3%	8.3%
ISSUANCE COSTS	-	-	-	-	-	-	-	NA	NA
INTERGOVERNMENTAL	-	-	-	-	-	-	-	0.0%	0.0%
INVESTMENT INCOME	3,849	2,114	231	(3,618)	(1,883)	15,095	15,095	1.5%	1.5%
GAIN ON SALE OF CAPITAL ASSETS	-	-	-	-	-	-	-	NA	NA
MISCELLANEOUS, NET	926	125	2,373	1,447	2,248	500	500	474.7%	474.7%
TOTAL NONOPERATING REV (EXP)	(121,419)	(121,264)	(120,899)	520	365	(1,466,437)	(1,466,437)	8.2%	8.2%
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	397,679	351,861	351,112	(46,567)	(749)	155,072	155,072	226.4%	226.4%
TRANSFERS IN	-	-	-	-		-	-	NA	NA
TRANSFERS OUT	(88,080)	(99,271)	(83,541)	4,539	15,730	(365,877)	(365,877)	22.8%	22.8%
TOTAL TRANSFERS IN/(OUT)	(88,080)	(99,271)	(83,541)	4,539	15,730	(365,877)	(365,877)	22.8%	22.8%
CHANGE IN NET POSITION	309,599	252,590	267,571	(42,028)	14,981	(210,805)	(210,805)	-126.9%	-126.9%

REVENUES AND OTHER FINANCING SOURCES



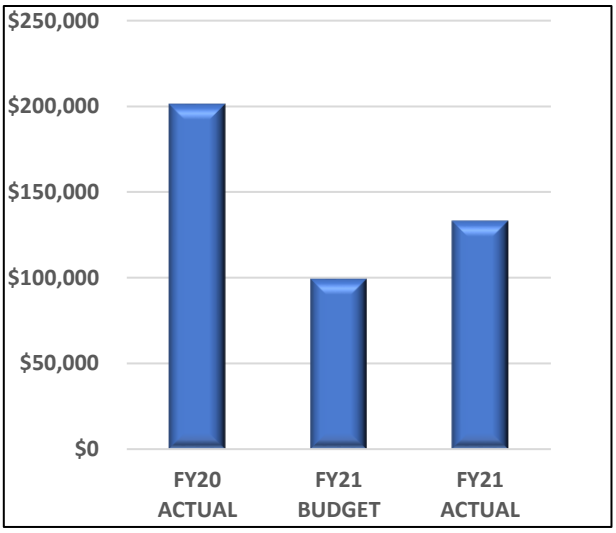
For first quarter of Fiscal Year 2020-21, actual revenues and other financing sources of $543,513, were higher than the budget forecast of $526,366 but were lower than prior year's results.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For the first quarter of FIscal Year 2020-21, actual operating expenditures, nonoperating expenditures, and transfers-out of $410,440 were lower than budget of $427,113 and lower than the $771,792 posted in prior year. There was $4,145 savings in operating costs and $12,528 savings in transfers-out to the General Fund and the Electric Fund on lower shared services costs.

INCREASE/(DECREASE) OF FUND BALANCE



For first quarter of Fiscal Year 2020-21, net income increased $133,073, which was favorable to the $99,253 net revenues in the budget, but unfavorable to the prior year at $201,089.

YTD 12/31/20

SANITATION FUND - FINANCIAL RESULTS

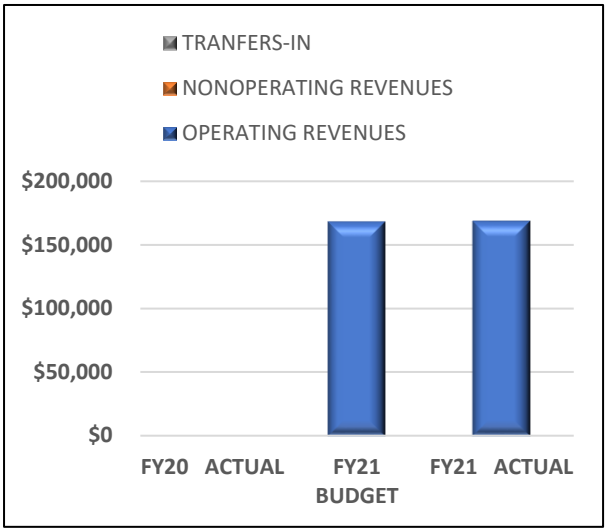
FUND 106

CITY OF BRENHAM
FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

FUND 106 - SANITATION FUND FINANCIAL STATEMENT

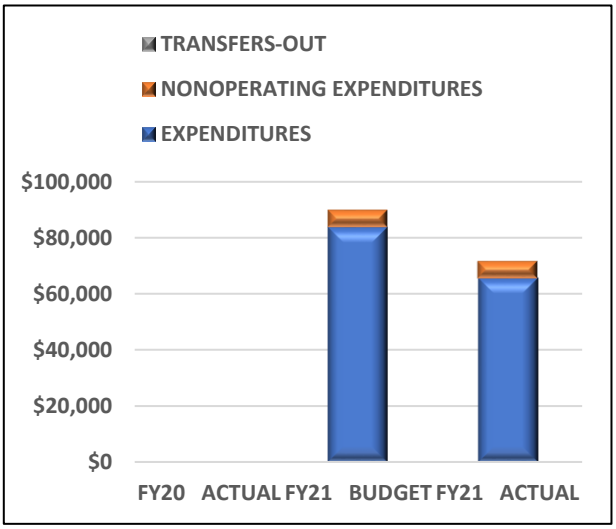
	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	969,821	495,496	505,360	(464,462)	9,864	2,024,321	2,024,321	25.0%	25.0%
TOTAL REVENUES	969,821	495,496	505,360	(464,462)	9,864	2,024,321	2,024,321	25.0%	25.0%
OPERATING EXPENDITURES									
SALARIES	153,320	-	-	153,320	-	-	-	0.0%	0.0%
SUPPLIES	30,204	-	-	30,204	-	-	-	0.0%	0.0%
MAINTENANCE	23,323	-	-	23,323	-	-	-	0.0%	0.0%
CONTRACTUAL SERVICES	419,731	339,704	335,066	84,666	4,638	2,027,821	2,027,821	16.5%	16.5%
CAPITAL OUTLAY (INSTEAD OF DEP)	-	-	-	-	-	-	-	0.0%	0.0%
GROSS REVENUE TAX	21,053	-	-	21,053	-	-	-	0.0%	0.0%
MISCELLANEOUS	19,082	-	494	18,588	(494)	-	-	0.0%	0.0%
TOTAL OPERATING EXP	666,714	339,704	335,559	331,155	4,145	2,027,821	2,027,821	16.5%	16.5%
OPERATING INCOME (LOSS)	303,107	155,792	169,800	(133,307)	14,008	(3,500)	(3,500)	-4851.4%	-4851.4%
NONOPERATING REV (EXP)									
DEBT SERVICE:									
INTEREST & FISCAL CHARGES	-	-	-	-	-	-	-	0.0%	0.0%
PRINCIPAL RETIREMENT	-	-	-	-	-	-	-	0.0%	0.0%
ISSUANCE COSTS	-	-	-	-	-	-	-	0.0%	0.0%
INTERGOVERNMENTAL	-	-	-	-	-	-	-	0.0%	0.0%
INVESTMENT INCOME	1,834	870	123	(1,711)	(747)	3,500	3,500	3.5%	3.5%
GAIN ON SALE OF CAPITAL ASSETS	-	-	-	-	-	-	-	0.0%	0.0%
MISCELLANEOUS, NET	1,176	30,000	38,030	36,855	8,030	120,000	120,000	NA	NA
TOTAL NONOP REV (EXP)	3,010	30,870	38,154	35,144	7,284	123,500	123,500	30.9%	30.9%
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRFS	306,117	186,662	207,954	(98,163)	21,292	120,000	120,000	173.3%	173.3%
TRANSFERS IN	-	-	-	-	-	-	-	0.0%	0.0%
TRANSFERS OUT	(105,078)	(87,409)	(74,881)	30,197	12,528	(349,635)	(349,635)	21.4%	21.4%
TOTAL TRANSFERS IN/(OUT)	(105,078)	(87,409)	(74,881)	30,197	12,528	(349,635)	(349,635)	21.4%	21.4%
CHANGE IN NET POSITION	201,039	99,253	133,073	(67,966)	33,820	(229,635)	(229,635)	-57.9%	-57.9%

REVENUES AND OTHER FINANCING SOURCES



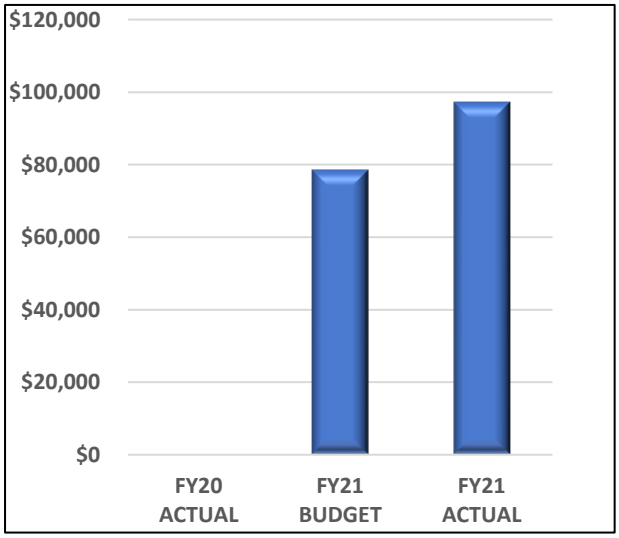
For the first quarter in Fiscal Year 2020-21, actual revenues and other financing sources of $169,099 were close to budget projections of $168,465.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For the first quarter in FIscal Year 2020-21, actual operating expenditures and nonoperating expenditures of $71,759 were $18,062 lower than budgeted amounts of $89,821.

CHANGE IN NET POSITION OPERATIONS



For the first quarter of Fiscal Year 2020-21, fund balance for operations increased $97,340, which exceeded the projected increase of $78,644.

YTD 12/31/20

DRAINAGE FUND - FINANCIAL RESULTS

FUND 107

CITY OF BRENHAM

FY21 1ST QUARTER RESULTS (BUDGETARY BASIS)

FUND 107 - DRAINAGE FUND FINANCIAL STATEMENT

	YTD			FY21 ACT FAV/(UNFAV) TO		ANNUAL FY21 BUDGET		FY21 YTD ACT AS % OF	
IN $	FY20 ACT	FY21 BUD	FY21 ACT	FY20 ACT	FY21 BUD	ORIGINAL	AMENDED	BUDGET (O)	BUDGET (A)
OPERATING REVENUES									
CHARGES FOR SERVICES	-	168,465	168,931	168,931	466	673,857	673,857	25.1%	25.1%
TOTAL REVENUES	-	168,465	168,931	168,931	466	673,857	673,857	25.1%	25.1%
OPERATING EXPENDITURES									
SALARIES	-	23,917	22,953	(22,953)	964	105,710	105,710	21.7%	21.7%
SUPPLIES	-	6,590	3,957	(3,957)	2,633	19,080	19,080	20.7%	20.7%
MAINTENANCE	-	50,550	36,379	(36,379)	14,171	130,200	130,200	27.9%	27.9%
CONTRACTUAL SERVICES	-	1,620	523	(523)	1,098	14,800	14,800	3.5%	3.5%
CAPITAL OUTLAY (INSTEAD OF DEP)	-	-	-	-	-	-	-	0.0%	0.0%
GROSS REVENUE TAX	-	-	-	-	-	-	-	0.0%	0.0%
MISCELLANEOUS	-	1,000	1,804	(1,804)	(804)	1,000	1,000	0.0%	0.0%
TOTAL OPERATING EXP	-	83,677	65,615	(65,615)	18,062	270,790	270,790	24.2%	24.2%
OPERATING INCOME (LOSS)	-	84,788	103,316	103,316	18,528	403,067	403,067	25.6%	25.6%
NONOPERATING REV (EXP)									
DEBT SERVICE:									
INTEREST & FISCAL CHARGES	-	(748)	(748)	-	-	(8,978)	(8,978)	8.3%	8.3%
PRINCIPAL RETIREMENT	-	(5,396)	(5,396)	-	-	(64,752)	(64,752)	8.3%	8.3%
ISSUANCE COSTS	-	-	-	-	-	-	-	0.0%	0.0%
INTERGOVERNMENTAL	-	-	-	-	-	-	-	0.0%	0.0%
INVESTMENT INCOME	-	-	-	-	-	-	-	0.0%	0.0%
GAIN ON SALE OF CAPITAL ASSETS	-	-	-	-	-	-	-	0.0%	0.0%
MISCELLANEOUS, NET	-	-	168	168	168	-	-	0.0%	0.0%
TOTAL NONOP REV (EXP)	-	(6,144)	(5,977)	(5,977)	168	(73,730)	(73,730)	8.1%	8.1%
INCOME (LOSS) BEFORE CONTRIBUTIONS & TRFS	-	78,644	97,340	97,340	18,696	329,337	329,337	29.6%	29.6%
TRANSFERS IN	-	-	-	-	-	-	-	0.0%	0.0%
TRANSFERS OUT	-	-	-	-	-	-	-	0.0%	0.0%
TOTAL TRANSFERS IN/(OUT)	-	-	-	-	-	-	-	0.0%	0.0%
CHANGE IN NET POSITION	-	78,644	97,340	97,340	18,696	329,337	329,337	29.6%	29.6%

Regular City Council
AGENDA ITEM 7.

Agenda Item: **Discussion and Presentation on the Historical Preservation Ordinance**

Meeting Type: Regular Meeting-May 06, 2021

Department: Main Street

Staff Contact: Jennifer Eckermann

Classification: Work Session

SUMMARY STATEMENT:

The Historic Preservation Ordinance Committee has been working to develop an Historic Preservation Ordinance for the City of Brenham. Since October of 2020, the committee has held monthly meetings and kept the public informed of its progress through an email newsletter. Newsletter subscribers have had the opportunity to provide feedback, which is discussed at each meeting. In addition, an in-person public update meeting was held Thursday, April 22, with 29 people in attendance. During the Thursday meeting, we will update you on our progress to-date, and share concerns and comments with you that the committee has received. In addition, we will point out the differences between the ordinance drafted in 2009, and this 2021 ordinance, which has been developed with previous issues voiced by property owners in mind.

ATTACHMENTS:

(1) HPO Presentation

RELEVANCE TO COMPREHENSIVE PLAN:

Preserving the historic small-town feel of our community was a desire voiced - and heard - often throughout the public meeting process that contributed to the Comprehensive Plan.

RECOMMENDED ACTION:

No action - discussion and update only.

Historic Preservation Ordinance

City Council Update

1

Why Adopt A Preservation Ordinance?

- ❑ Protect places and things of value to the whole community.
- ❑ Establishes a decorum in the community where historic preservation is a social and economic asset.
- ❑ Change and new development are both desirable and inevitable. It is how that change occurs that either enhances our historical foundation or detracts from the historic fabric.
- ❑ The historic downtown district is tied to our authentic and unique community identity, and positively impacts economic development.

2

Why Adopt A Preservation Ordinance?

The guidelines and standards adopted by this Ordinance are intended for the **exterior** of buildings, and are not intended to apply to the design, construction, and aesthetics of the interiors of buildings and structures.

3

Project History/Timeline

- 2019 –
  - Public Meetings for City's Comprehensive Plan
    - City was encouraged to "maintain Brenham's cherished 'small town feel'"
    - A primary goal in the plan is to keep the town authentic by "continuing to focus on elements that differentiate Brenham such as its historic downtown…"
  - Approached by citizen asking City to consider an HPO
    - Developed videos of interviews of people from other communities discussing how HPO works
    - Shared video with Planning & Zoning Commission in August, and staff was encouraged to pursue development of an ordinance

4

Project History/Timeline

- 2020 –
  - Well-attended Public Meeting held February 5
  - Council approved appointment of a committee to develop an ordinance
    - Two City Council representatives
    - Two Planning & Zoning Commission members
    - Two Main Street Board members
    - Four public representatives
    - Members should include property owners
  - COVID hit
  - First committee meeting held in October

5

How Is This Different From 2009?

- More community interest and City support
- Priority placed on public input throughout the process
  - Newsletter produced sharing progress, with links to sections being reviewed by the committee, and including an opportunity for community feedback.
  - In-person updates, with public, P&Z, Main Street Board and City Council
- Concerted effort to make the ordinance more user friendly, addressing areas that were of concern to property owners in earlier ordinance
- Now have the ability to recognize and designate Local Landmarks
- Currently working to include incentives for historic preservation

6

Work of the Committee

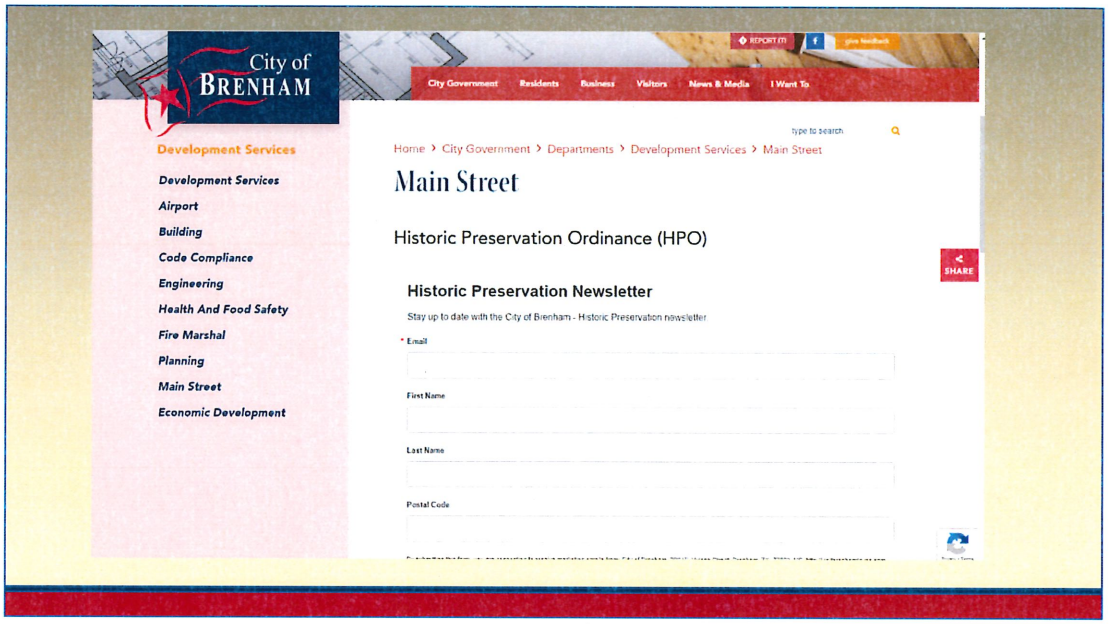
- ❑ Meets once a month
- ❑ Reviewing drafts, section by section
  - "Homework" prepared by staff and sent to committee prior to each meeting
  - Sample ordinances used from Brenham, Bryan, Fredericksburg, Granbury, and Hillsboro
- ❑ Discuss any public feedback from the newsletter
- ❑ One more meeting is scheduled to review a draft of the full document

7

How to Review Section Drafts

CityofBrenham.org/MainStreet

8


City of BRENHAM
City Government
Residents
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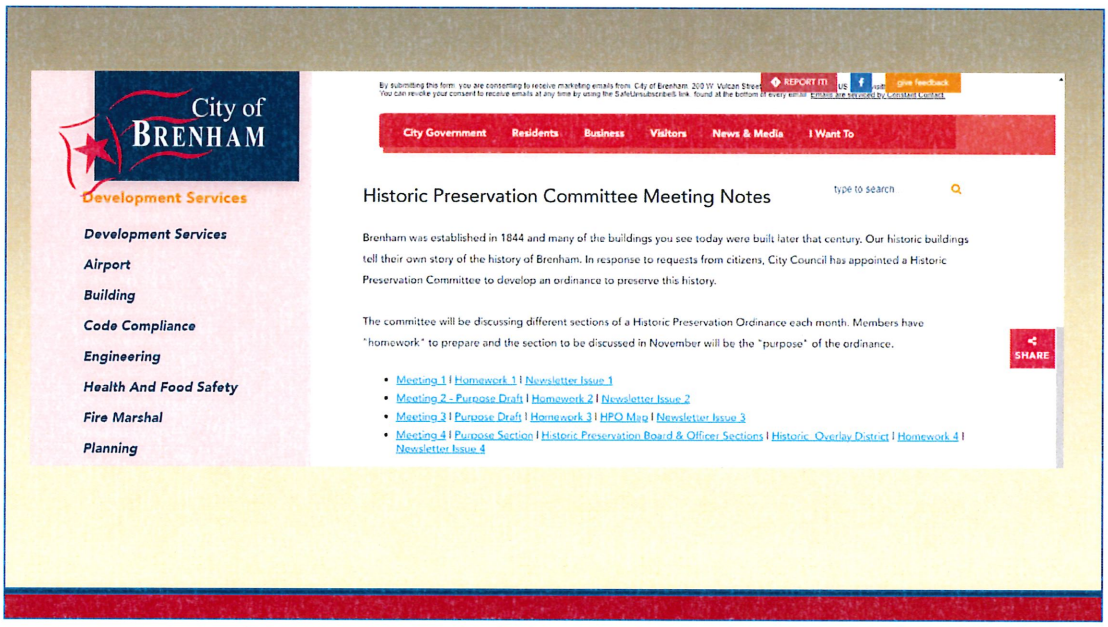
Visitors
News & Media
I Want To
Development Services
Development Services
Airport
Building
Code Compliance
Engineering
Health And Food Safety
Fire Marshal
Planning
Main Street
Economic Development
Home › City Government › Departments › Development Services › Main Street
Main Street
Historic Preservation Ordinance (HPO)
SHARE
Historic Preservation Newsletter
Stay up to date with the City of Brenham - Historic Preservation newsletter
* Email
First Name
Last Name
Postal Code

9


City of BRENHAM
City Government
Residents
Business
Visitors
News & Media
I Want To
Development Services
Development Services
Airport
Building
Code Compliance
Engineering
Health And Food Safety
Fire Marshal
Planning
Historic Preservation Committee Meeting Notes
type to search
Brenham was established in 1844 and many of the buildings you see today were built later that century. Our historic buildings tell their own story of the history of Brenham. In response to requests from citizens, City Council has appointed a Historic Preservation Committee to develop an ordinance to preserve this history.
The committee will be discussing different sections of a Historic Preservation Ordinance each month. Members have "homework" to prepare and the section to be discussed in November will be the "purpose" of the ordinance.
SHARE
Meeting 1 | Homework 1 | Newsletter Issue 1
Meeting 2 - Purpose Draft | Homework 2 | Newsletter Issue 2
Meeting 3 | Purpose Draft | Homework 3 | HPO Map | Newsletter Issue 3
Meeting 4 | Purpose Section | Historic Preservation Board & Officer Sections | Historic Overlay District | Homework 4 | Newsletter Issue 4

10

Section Highlights - Purpose

- **Added two important "intents"**
  - Balance the rights of the public which justify preservation of our history and culture, with those of private property owners who own and control property, and are entitled to the reasonable use and return from their assets.
  - Provide assistance to interested property owners with regard to preservation and renovation projects, i.e. tax incentives, financial incentives available, design, construction, and pre-inspection consultations.

11

Section Highlights - Definitions

- **Ordinary Repairs and Maintenance**
  - Repairs, replacement or repainting the same design and color and the same materials which match the original material and which does not require structural alteration
  - Includes roofing not seen by public view
  - No need to present for review for a Certificate of Appropriateness

12

Section Highlights - Definitions

- **Certificate of Appropriateness or COA**
  - Simply a document stating that the proposed work is appropriate for the historic district or Local Landmark and meets criteria in the local code
  - There are two types of COA's

13

Section Highlights - Definitions

- **Administrative COA** for **Insignificant Alterations**
  - Changes to paint colors
  - Replacement of non-historic features with one in keeping with character
  - Go to Historic Preservation Office (Main Street) for Administrative Certificate of Appropriateness

14

Section Highlights - Definitions

❑ **COA by the Preservation Board** for **Significant Alterations**

- Work requiring a building permit
- Work that represents new construction and adds material to an existing feature of a building
- Changes that alter design, architectural elements or character of a building

15

Section Highlights

❑ **Certificates of Appropriateness (continued)**

- We continue to look for feedback on new construction. Currently in draft:

The board will review exterior elevations of new construction plans within historic districts in order to ensure visual compatibility with the surrounding buildings and environment in relation to design, height, gross volume, massing, scale, proportion and setback.

16

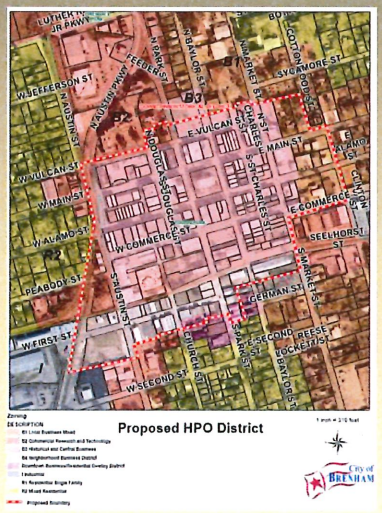
Section Highlights – Board and HPO

- **Historic Preservation Board**:
  - 4 of 7 members must be property owners from within a district or of a Landmark
- **Historic Preservation Officer**:
  - Main Street staff
  - Authority to grant Administrative Approvals

17

Section Highlights

- **Downtown Historic District Overlay**
  - Established by the Ordinance
  - Map of boundaries
  - Included on website



18

Section Highlights

❑ **Designation of Historic Districts and Landmarks**

- Any additional districts will only be considered for designation at the request of at least 60% of the property owners in the proposed area.
- Local Landmarks will only be considered for designation at the request of the owner. Once designated it must keep the designation.

19

Section Highlights

❑ **Several sections and items are still to be discussed by the committee**

- Tax Incentives are being considered for work receiving a Certificate of Appropriateness by the Preservation Board.
- Special markers or plaques are being considered to recognize designated Local Landmarks and individual listings in a historic district

20

Section Highlights

- ❑ All drafts are online and available for feedback
- ❑ COA is not needed for signage, but must follow City's sign ordinance
- ❑ Main Street approval needed for grant assistance.

21

What's Next?

- ❑ Main Street Board updated Monday, May 3; P&Z update May 14
- ❑ Continue gathering feedback and public input
- ❑ Committee to meet May 25 to complete review of the sections
- ❑ Joint Work Session with Main Street and P&Z June 21
- ❑ City Council Work Session July 1; and presented for adoption July 8

22

Regular City Council
AGENDA ITEM 8.

Agenda Item: **Discussion and Presentation on Future City Council Meeting Dates and Times**

Meeting Type: Regular Meeting-May 06, 2021

Department: Administration

Staff Contact: Jeana Bellinger

Classification: Work Session

SUMMARY STATEMENT:

See attached memo from City Secretary Jeana Bellinger.

ATTACHMENTS:

(1) Memo from City Secretary

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

No action - discussion only.

To: Mayor and Council
James Fisher, City Manager

From: Jeana Bellinger, TRMC, CMC
City Secretary

Subject: City Council Meeting Times

Date: April 26, 2021

The City's Charter (Article III, Section 13) mandates that "...*City Council shall meet at such time as prescribed by ordinance or resolution, but they shall meet at least once each month.*"

Since the early 1980's, the City Council has been meeting twice per month with the meetings having been held on the first and third Thursday of each month and since 2006 the meeting times have been set by Resolution:

Resolution No. R-06-020 October 19, 2006	Established City Council meeting dates as the 1st and 3rd Thursday of each month at 5:15 p.m. *(NOTE: All meetings were at 5:15.)*
Resolution No. R-08-011 April 17, 2008	Established City Council regular meeting times at 5:15 p.m.; workshop meeting times to be adjusted as needed. *(NOTE: All Council meetings were held at 5:15; workshop meetings and/or public hearings were held prior to Council meetings usually between 4:00 and 4:45.)*
Resolution No. R-09-022 October 1, 2009	Established City Council meeting dates as the 1st and 3rd Thursday of each month with the meeting times to be adjusted as needed. *(NOTE: Considered a "hybrid" meeting schedule with the 1st meeting of the month being held at 1:00 p.m. and the 2nd meeting of the month being held at 5:15 p.m. with workshop meetings at 4:00 p.m.)*

The hybrid meeting schedule only lasted about 9 months. I think the hybrid schedule may have created some confusion for citizens due to the different meeting times; however, there is nothing noted in the minutes to confirm this.

Since City Council meeting times have not been discussed since October 2009, staff thought now would be a good time to review this for any possible changes. In preparation for this discussion, I compiled the following statistics of citizen participation in 2006 and 2008 immediately following the adoption of the above-referenced Resolutions:

- October 2006 – April 2008 (R-06-020)
  - 43 meetings; 493 citizens attending; average 11.4 citizens per meeting
- May 2008 – May 2009 (R-08-011)
  - 52 meetings; 314 citizens attending; average 6.0 citizens per meeting

Unfortunately, due to COVID the meeting statistics for 2020 will not provide an accurate picture of more recent attendance due to virtual meetings and the reduction of persons allowed in Council Chambers (no more than 10 at one time). Therefore, in order to provide recent statistics, I pulled citizens attendance information from the 2018 and 2019 calendar years (all meeting times were at 1:00 p.m.):

- January 2018 – December 2018
  - 31 meetings; 112 citizens attending; 3.6 citizens per meeting
- January 2019 – December 2019
  - 32 meetings; 203 citizens attending; 6.3 citizens per meeting

Please keep in mind that these statistics are not exactly an apples-to-apples comparison, but they do give some insight into citizen attendance. Some of the things that cannot be determined from these statistics alone are:

- How many citizens were in attendance only for employee promotions/service recognitions, department-related awards, or community-related proclamations?
- Were there any controversial items that drove the numbers higher in certain months (i.e. April, 2007 a city-wide no smoking ordinance was being discussed, there were a total of 78 attendees that month alone)?
- How many citizens were attending due to their being a business relationship with the City (i.e. engineers, auditors, TxDOT representatives, etc.)?

Please note that this item is being discussed in Work Session only. Any decisions made by Council that differ from the 2009 Resolution currently in place, will be brought back on May 20th in the form of a new Resolution.

RESOLUTION NO. R-06-020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM ESTABLISHING THE COMMENCEMENT TIME FOR REGULAR COUNCIL MEETINGS

WHEREAS, Brenham Municipal Special Charter Article III, the City Council, Section 13 states that the City Council "shall meet at such time as prescribed by ordinance or resolution adopted by the city council"; and

WHEREAS, the City Council desires to change the starting time of regular City Council meetings to provide for the opportunity for greater public participation

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brenham:

Section 1. Pursuant to Brenham Municipal Special Charter Article III, Section 13, the City Council hereby establishes 5:15 p.m. on the first and third Thursdays of each month as the commencement time for regular City Council meetings.

Section 2. The first and third Thursdays of each month shall be the normal meeting times for regular City Council meetings; however, by order of the Mayor or by action of the City Council, the meeting date may be adjusted on occasion to accommodate business conflicts or holidays and the modified meeting date shall be posted in accordance with state law.

Section 3. All previous resolutions providing for the commencement time for regular City Council meetings are hereby repealed.

Section 4. This resolution shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Brenham at a regular meeting on the 19th day of October, 2006.

Milton Y. Tate, Jr., Mayor

ATTEST:

Doris Ann Seilheimer, City Secretary

Motion passed.

Council decided to meet on Monday, October 30, 2006 to take action on the first reading of the annexation ordinance.

13. Discuss and Consider a Resolution Establishing Meeting Times for Regular Council Meetings.

Mayor Tate stated that he feels council should consider changing the time of the regular council meetings. He commented that there are very few city councils that do not meet after 5:00 pm. A discussion followed and consensus of the council was to meet at 5:15 pm.

Councilmember Pyle made a motion to pass a resolution establishing the meeting times for the regular council meeting to be 5:15 pm on the first and third Thursdays of each month. Councilmember Pledger seconded the motion.

City Manager Roberts pointed out that in Section 2 of the resolution there is wording that by order the Mayor can adjust the meeting date. He suggested that in case the Mayor is unavailable that the wording "or by action of the City Council" be added so the council could take a vote in the absence of the Mayor.

Councilmember Goss was not in favor of the 5:15 pm time and suggested 6:00 pm.

Mayor Tate called for the vote.

FOR: Pledger, Herring, Pyle, Nix, Williams, Tate

AGAINST: Goss

Motion passed.

14. Discuss and Act Upon Bid# 09-06-41-315.00 for the Annual Contract for Concrete Work and Authorizing the Mayor to Sign All Necessary Documentation.

Public Works Director described the bid process and recommended La Bu, Inc. be awarded the annual contract for concrete work in the amount of $104,344.50 for Alternate A and $111, 098.00 for Alternate B.

Councilmember Pledger made a motion to award the annual contract for concrete work to La Bu., Inc. for the bid amount of $104,344.50 for Alternate A and $111,098.00 for Alternate B and authorize the Mayor to sign all necessary documentation. Councilmember Pyle seconded the motion.

October 19, 2006 - Resolution No. R-06-020

** Established Council meeting times as 5:15 p.m.*

Date	Citizens	
19-Oct-06	14	
30-Oct-06	9	*Special Meeting*
2-Nov-06	8	
16-Nov-06	12	
7-Dec-06	19	
7-Dec-06	13	*Joint Meeting*
1-Jan-07	7	
18-Jan-07	2	
18-Jan-07	7	*Joint Meeting*
1-Feb-07	14	
15-Feb-07	10	
21-Feb-07	0	*Special Meeting*
8-Mar-07	19	
22-Mar-07	14	
5-Apr-07	36	*(smoking ordinance)*
19-Apr-07	42	*(smoking ordinance)*
3-May-07	15	
17-May-07	12	
7-Jun-07	6	
21-Jun-07	4	
5-Jul-07	9	
19-Jul-07	8	
2-Aug-07	11	
14-Aug-07	6	*Joint Meeting*
16-Aug-07	15	
6-Sep-07	7	
17-Sep-07	1	*Special Meeting*
20-Sep-07	7	
4-Oct-07	12	
18-Oct-07	15	
1-Nov-07	14	
15-Nov-07	9	
6-Dec-07	5	
20-Dec-07	4	
3-Jan-08	4	
17-Jan-08	3	
7-Feb-08	6	
12-Feb-08	21	*Joint Meeting*
21-Feb-08	11	
6-Mar-08	18	
20-Mar-08	3	
3-Apr-08	3	
17-Apr-08	38	
Total	***493***	
Average	***11.4***	

18-months - 43 meetings

RESOLUTION NUMBER R-08-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM PROVIDING FOR REGULAR COUNCIL MEETINGS AND WORKSHOP MEETINGS

WHEREAS, Brenham Municipal Special Charter Article III, the City Council, Section 13 states that the City Council "shall meet at such time as prescribed by ordinance or resolution" adopted by the city council, and

WHEREAS, the City Council desires to provide for regular City Council meetings and workshop meetings of the City Council,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brenham.

SECTION I.

Pursuant to Brenham Municipal Special Charter Article III, Section 13, the City Council hereby establishes 5 15 p.m. on the first and third Thursdays of each month as the commencement time for regular City Council meetings. Additionally, the City Council may hold workshop meetings on the first and third Thursdays of each month commencing at a time prior to the commencement time of the regular City Council meetings. The commencement time for each workshop meeting shall be established by the Mayor in accordance with the time estimated as necessary to address the agenda item(s) to be considered at the workshop meeting. The City Council shall not take formal action on an agenda item considered at a workshop meeting.

SECTION II.

The first and third Thursdays of each month shall be the normal meeting times for regular City Council meetings and workshop meetings, however, by order of the Mayor, the meeting date may be adjusted on occasion to accommodate business conflicts or holidays and the modified meeting date shall be posted in accordance with state law

SECTION III.

All previous resolutions providing for the commencement time for regular City Council meetings and workshop meetings are hereby repealed.

SECTION IV.

This resolution shall take effect immediately upon its passage

PASSED, APPROVED AND ADOPTED by the City Council of the City of Brenham at a regular meeting on the 17th day of April, 2008

ATTEST

Doris Ann Seilheimer, City Secretary

Milton Y. Tate, Jr., Mayor

The motion passed.

REGULAR SESSION AGENDA

7. Discuss and Possibly Act Upon Resolution No. R-08-011 Providing for Regular City Council Meetings and Workshop Meetings.

City Manager Terry Roberts commented that during the Work Session at the last meeting Council considered shifting the time of the Work Session of the Council meeting to be held during business hours and leaving the Formal Session to start at 5 15 pm. He presented for approval Resolution No R-08-011 to allow changing the time of the Work Session part of the agenda to early afternoon and leave the starting times of the Work Session flexible subject to the call of the Mayor

A motion was made by Councilmember Williams and seconded by Pyle to pass Resolution No R-08-011 providing for early start time for Workshop Meetings and maintaining a 5 15 pm start time for the Regular City Council Meeting.

Mayor Tate called for the vote.

FOR.	Ebel, Pyle, Nix, Williams, Goss, Tate
AGAINST	None
ABSENT	Herring

The motion passed.

8. Discuss and Possibly Act Upon Appointment of Jeana Bellinger as Deputy City Secretary.

Finance Director Carolyn Miller asked that Council consider the appointment of Jeana Bellinger as Deputy City Secretary She pointed out that Ms. Bellinger currently serves as the regular back-up for Council agenda preparation, agenda posting and she also serves as the secretary to the Brenham Community Development Corporation (BCDC) The BCDC by-laws require that the officer position of Secretary be either the City Secretary or Assistant City Secretary of the City of Brenham, and this appointment would recognize the duties already being performed by Ms. Bellinger as official responsibilities of a Deputy City Secretary

A motion was made by Councilmember Ebel and seconded by Councilmember Williams to approve the appointment of Jeana Bellinger as Deputy City Secretary

City Manager Roberts clarified that Rita Jezierski will remain a Deputy City Secretary as well. He explained that the Administrative Assistant to the City Manager has typically served as Secretary to BCDC to take the minutes of the meeting because the City Manager is the BCDC President.

April 17, 2008 - Resolution No. R-08-011

** Established Council meeting times as 5:15 p.m.; workshop times may be adjusted as needed*

Date	Time	Citizens	
1-May-08	4:30	0	
1-May-08	5:15	53	
7-May-08	5:15	7	*Joint Meeting*
15-May-08	4:00	3	
15-May-08	5:15	7	
5-Jun-08	5:15	8	
17-Jun-08	5:30	8	*Joint Meeting*
19-Jun-08	1:00	0	
19-Jun-08	5:15	0	
3-Jul-08	5:15	1	
9-Jul-08	8:00	4	*Special Meeting*
17-Jul-08	4:00	0	
17-Jul-08	5:15	1	
7-Aug-08	5:15	3	
21-Aug-08	4:30	4	
21-Aug-08	5:15	1	
4-Sep-08	3:30	3	
4-Sep-08	5:15	8	
15-Sep-08	5:15	0	*Special Meeting*
18-Sep-08	5:15	3	
24-Sep-08	8:00	0	*Special Meeting*
2-Oct-08	4:15	5	
2-Oct-08	5:15	7	
16-Oct-08	5:15	2	
6-Nov-08	4:45	3	
6-Nov-08	5:15	23	
13-Nov-08	8:30	2	*Special Meeting*
20-Nov-08	4:45	8	
20-Nov-08	5:15	15	
4-Dec-08	5:15	6	
11-Dec-08	5:15	10	*Special Meeting*
18-Dec-08	4:45	4	
18-Dec-08	5:15	5	
23-Dec-08	8:30	3	*Special Meeting*
8-Jan-09	4:00	7	
8-Jan-09	5:15	3	
22-Jan-09	5:15	6	
5-Feb-09	2:00	21	*Joint Meeting*
5-Feb-09	5:15	13	
19-Feb-09	5:15	5	
26-Feb-09	4:00	7	*Special Meeting*
5-Mar-09	4:30	4	
5-Mar-09	5:15	1	
26-Mar-09	4:30	2	
26-Mar-09	5:15	9	
2-Apr-09	1:00	3	
16-Apr-09	4:30	3	
16-Apr-09	5:15	3	
4-May-09	4:00	0	
7-May-09	5:00	9	
7-May-09	5:15	7	
21-May-09	4:30	4	
	Total	***314***	
	Average	***6.03***	

12 months - 52 meetings

RESOLUTION NO. R-09-022

A RESOLUTION AMENDING RESOLUTION NO. R-06-020 ESTABLISHING THE COMMENCEMENT TIME FOR REGULAR COUNCIL MEETINGS

WHEREAS, the Brenham Special Charter, Article III, The City Council, Section 13 states that the City Council "shall meet at such time as prescribed by ordinance or resolution"; and

WHEREAS, the City Council desires to amend Resolution No. R-06-020 approved by Council on October 19, 2006; and

WHEREAS, the City Council desires to allow for the modification of the date and/or time for regular council meetings by action of the Mayor or City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brenham, Texas that:

Section 1: Pursuant to Brenham Municipal Special Charter, Article III, Section 13, the City Council hereby establishes 5:15 p.m. on the first and third Thursday of each month as the commencement time for regular City Council meetings.

Section 2: The first and third Thursday of each month shall be the meeting dates for regular City Council meetings; however, by order of the Mayor or by action of the City Council, the meeting date and/or time may be adjusted and the modified meeting date and/or time shall be posted in accordance with state law.

Section 3: All previous Resolutions providing for the commencement time for regular City Council meetings and enacted prior to Resolution No. R-06-020 are hereby repealed.

Section 4: This Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED this 1st day of October, 2009.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC
City Secretary

8. **Discuss and Possibly Act Upon a Request for a Noise Variance from Champion Fellowship Church for a Worship Service and Concert to be held on October 11, 2009 in Fireman's Park**

Jeana Bellinger, City Secretary, presented this item to Council. She stated that she received a request from Champion Fellowship Church for a worship service and concert to be held in Fireman's Park. After reviewing the Code and talking with City Attorney Cary Bovey, that the only provision she could find in the Code related to this type of request would be the noise nuisance; therefore, a noise variance is needed. City Attorney Bovey stated that Council would be considering park regulations later in the council meeting and that would be an opportune time to discuss these types of events.

A motion was made by Councilmember Pyle and seconded by Mayor Pro Tem Nix to approve a noise variance from Champion Fellowship Church for a worship service and concert to be held on October 11, 2009 in Fireman's Park.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Absent
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

9. **Discuss and Possibly Act Upon Resolution No. R-09-022 Amending Resolution No. R-06-020 Establishing the Commencement Time for Regular Council Meetings**

Terry Roberts, City Manager, presented this item to Council. He stated that this is on the agenda even though there is a consensus that we might want to experiment with an early and late meeting during the fall to gauge citizen reaction. The Resolution is pursuant to the City Charter that states "...the City Council may establish the dates and times of the council meetings by Resolution..." Mr. Roberts state that a revised resolution has been drafted that allows the Mayor and/or Council the ability to adjust the meeting time and date, as long as the agenda is posted in accordance with the law.

Council discussed the Resolution giving them the flexibility to have the first meeting of the month at 1:00 pm and the second meeting at 5:15 pm. The Mayor stated by continuing to have a late meeting it would allow items of great citizen interest to be discussed in the evening (i.e. after 5:00 p.m.). Mayor Tate advised Council that this new meeting schedule would be for a trial period during the fall; in January Council can revisit the issue and decide what they would like to do in regards Council meeting times and the Resolution could be amended again at that time.

A motion was made by Councilmember Williams and seconded by Councilmember Pyle to approve Resolution No. R-09-022 amending Resolution No. R-06-020 establishing the commencement time for regular council meetings.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Absent
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

10. Discuss and Possibly Act Upon Approval of the Routine Airport Maintenance Program (RAMP) Grant Agreement No. M917BRENM with TxDOT for Fiscal Year 2009-10 and Authorize the Mayor to Execute any Necessary Documentation

Kim Hodde, Public Works Administrative Assistant, presented this item to Council. Ms. Hodde advised Council that the grant number indicated on the agenda was incorrect and the correct grant number is M017BRENM. Ms. Hodde stated that this grant is the annual routine airport maintenance agreement. The City budgets $60,000.00 every year and are reimbursed $30,000.00 by TxDOT from this grant for various maintenance items.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Goss to approve the Routine Airport Maintenance Program (RAMP) Grant Agreement No. M017BRENM with TxDOT for Fiscal Year 2009-10 and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Absent
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Absent
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

October 1, 2009 - Resolution No. R-09-022

** Established Council meeting times may be adjusted and modified*

** 1st of the month meeting was held at 1:00 p.m.*

** 2nd of the month meeting was held at 4:oo (WS) and 5:15*

**** Starting in June, 2010 all meetings held at 1:00 p.m.***

Date	Citizens	
10-Jan-19	4	
17-Jan-19	2	
7-Feb-19	8	
21-Feb-19	0	*Special Meeting*
21-Feb-19	6	
7-Mar-19	11	
21-Mar-19	8	*Joint Meeting*
21-Mar-19	9	
4-Apr-19	4	
18-Apr-19	12	
2-May-19	1	
7-May-19	0	*Special Meeting*
14-May-19	0	*Special Meeting*
16-May-19	18	
6-Jun-19	10	
13-Jun-19	0	*Special Meeting*
20-Jun-19	6	
11-Jul-19	4	
1-Aug-19	7	
15-Aug-19	2	
5-Sep-19	11	
16-Sep-19	0	*Special Meeting*
19-Sep-19	3	
3-Oct-19	5	
17-Oct-19	2	*Special Meeting*
17-Oct-19	10	
7-Nov-19	19	
14-Nov-19	10	*Special Meeting*
21-Nov-19	3	
5-Dec-19	21	
5-Dec-19	0	*Special Meeting*
19-Dec-19	7	
Total	***203***	
Average	***6.3***	

12 months - 32 meetings

Date	Citizens	
4-Jan-18	5	
18-Jan-18	6	
1-Feb-18	7	
15-Feb-18	2	
1-Mar-18	0	*Special Meeting*
22-Mar-18	7	
5-Apr-18	10	
19-Apr-18	2	
3-May-18	5	
11-May-18	6	
31-May-18	0	*Special Meeting*
31-May-18	2	
7-Jun-18	2	
21-Jun-18	2	
18-Jul-18	0	*Special Meeting*
19-Jul-18	0	*Special Meeting*
20-Jul-18	0	*Special Meeting*
2-Aug-18	5	
6-Aug-18	0	*Special Meeting*
16-Aug-18	2	
6-Sep-18	5	
17-Sep-18	0	*Special Meeting*
20-Sep-18	3	
4-Oct-18	0	
18-Oct-18	1	*Special Meeting*
18-Oct-18	10	
1-Nov-18	7	
29-Nov-18	9	
6-Dec-18	0	*Joint Meeting*
13-Dec-18	14	
20-Dec-18	0	
Total	***112***	
Average	***3.6***	

12 months - 31 meetings

Regular City Council
AGENDA ITEM 9.

Agenda Item: **Discussion and Presentation of Future City Council Workshop and Meeting Dates**

Meeting Type: Regular Meeting-May 06, 2021

Department: Administration

Staff Contact: James Fisher

Classification: Work Session

SUMMARY STATEMENT:

Due to having new members sitting on the City Council and the FY22 budget season quickly approaching, staff would like to discuss some upcoming dates and events with the City Council so that everyone can plan accordingly.

ATTACHMENTS:

None

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

No action - for information and discussion only.

Regular City Council
AGENDA ITEM 10.

Agenda Item: **Discuss and Possibly Act Upon the Election of a Mayor Pro Tem by the City Council**

Meeting Type: Regular Meeting-May 06, 2021

Department: Administration

Staff Contact: Jeana Bellinger

Classification: Regular

SUMMARY STATEMENT:

Article III, Section 12 of the City Charter sets forth the powers and duties of the Mayor Pro Tem. The appointment of the Mayor Pro Tem typically takes place at the first council meeting following a May election.

The City's Charter reads: "*The City Council shall elect one of their number as Mayor pro-tempore, as soon as practicable after each regular election of Councilmembers, who in the absence or inability of the Mayor to act may exercise all the powers and authority appertaining to the office of Mayor*."

ATTACHMENTS:

None

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

No recommendation - to be discussed and elected by the City Council.

Regular City Council
AGENDA ITEM 11.

Agenda Item: **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the FY2020-21 Adopted Budget**

Meeting Type: Regular Meeting-May 06, 2021

Department: Finance

Staff Contact: Carolyn Miller

Classification:

SUMMARY STATEMENT:

See attached memo from Strategic Budget Officer

ATTACHMENTS:

(1) Memo from Strategic Budget Officer
(2) Ordinance for First Reading
(3) Exhibit A
(4) FY21 BA#3 FUND 122
(5) FY21 BA#3 FUND 110
(6) FY21 BA#3 FUND 249

RELEVANCE TO COMPREHENSIVE PLAN:

Plan 2040 implementation is made possible by the City's adherence to the annual budget which identifies how essential capital projects and annual priorities will be funded and maintained.

RECOMMENDED ACTION:

Approve an Ordinance on its first reading amending the FY2020-21 adopted budget.

MEMORANDUM

To: Mayor and Council

From: Debbie Gaffey, Strategic Budget Officer

Subject: FY20-21 Budget Amendment #3

Date: April 21, 2021

The FY20-21 Budget is being amended for the following:

a. Fund 122 Electric Fund Power Supply – Net Impact is a ($2,303,263) decrease.
   1) February's winter storm event increased LCRA gas fuel costs for power generation and those costs will be invoiced beginning with April's bill.
   2) In addition, LCRA is planning an increase in generation rates beginning July 1, 2021, subject to board approval.
   3) As noted in the FY20 audit, the City has deferred inflows of $2.7 million in the Electric Fund related to our power supply. Those funds will be used to absorb costs associated with February's winter storm and will not be pass-through to the City of Brenham's electric customers.

b. Fund 110 Hotel Tax Fund County – Net Impact ($55,647)
   4) The amendment recognizes an expenditure and transfer-out and prepares the fund for close-out at the end of the fiscal year.

c. Fund 249 Tourism & Marketing Fund – Net Impact $0
   5) Amends for a transfer-in from fund 110 (see b.) and establishes an expenditure for the proceeds.

ORDINANCE NO. O-21-

AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS AMENDING THE FY2020-21 ADOPTED BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Brenham, Texas has previously approved a budget for the fiscal year ending September 30, 2021, after having filed the same with the City Secretary and after holding public hearings on same, all after due notice as required by statute; and

WHEREAS, due to unforeseen circumstances and/or conditions, the City Council finds it is necessary to amend the FY2020-21 Budget for municipal purposes;

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Brenham, Texas:

SECTION 1.

That the City Council of the City of Brenham, Texas, does hereby amend the budget for the City of Brenham, Texas for the fiscal year ending September 30, 2021, as shown on Exhibit A.

SECTION II.

This Ordinance shall take effect as provided by State Law and the Charter of the City of Brenham, Texas.

PASSED and APPROVED on its first reading this the _____ day of _____, 2021.

PASSED and APPROVED on its second reading this the ____ day of _____ , 2021.

_____
Milton Y. Tate, Jr.
Mayor

ATTEST:

_____
Jeana Bellinger, TRMC, CMC
City Secretary

CITY OF BRENHAM
FY2020-21 ADOPTED BUDGET
BUDGET AMENDMENT #3
EXHIBIT A

FUND	AMENDMENT PAGE #	REVENUES (INC)/DEC	GRANT REVENUES (INC)/DEC	ILA REVENUE (INC)/DEC	TRANSFERS-IN (INC)/DEC	OPERATING EXPENDITURES INC/(DEC)	GRANT/BOND CAP PROJ INC/(DEC)	TRANSFERS-OUT INC/(DEC)	NET CHANGE TO FUND (INC)/DEC
122 ELECTRIC FUND POWER SUPPLY	1	-	-	-	-	2,303,263	-	-	2,303,263
110 HOT TAX FUND - COUNTY	2	100,750	-	-	-	(80,750)	-	35,647	55,647
249 TOURISM & MARKETING FUND	3	-	-	-	(35,647)	35,647	-	-	(0)
TOTAL		100,750	-	-	(35,647)	2,258,160	-	35,647	2,358,909

FUND 122 - ELECTRIC FUND - POWER COST SUPPLIES AND PASS-THROUGH

	GL#	ACCOUNT NAME	ACCOUNT TYPE	AMENDMENT ACTION	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET	REASON
1.	5-100-701.00	ELECTRICITY PURC/BASE COST	EXPENDITURE	INC/(DEC)	15,070,276	2,303,263	17,373,539	1. INCREASING POWER SUPPLY COSTS DUE TO FEBRUARY'S WINTER STORM EVENT AND HIGHER LCRA RATES (7/1/21). AN UNDER COLLECTION ESTIMATE OF ($2.3) MILLION FROM FEBRUARY'S WINTER STORM EVENT WILL BE ABSORBED BY EXCESS SUPPLY COST RESERVES AND WILL NOT BE PASSED THROUGH TO BRENHAM'S ELECTRIC CUSTOMERS. APPROXIMATELY $400,000 OF RESERVES WILL REMAIN AFTER PAYMENT FOR STORM RELATED POWER SUPPLY COSTS.

FUND 110 - HOT TAX FUND - COUNTY

	GL#	ACCOUNT NAME	ACCOUNT TYPE	AMENDMENT ACTION	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET	REASON
2.	4-513.00	INTEREST INCOME	REVENUE	(INC)/DEC	(750)	750	-	2. THIS AMENDMENT CREATES AN EXPENDITURE FOR A PAYMENT MADE TO WASHINGTON ON THE BRAZOS, A TRANSFER-OUT TO THE TOURISM AND PROMOTION FUND AND PREPARES THE FUND FOR CLOSING AT THE END OF THE FISCAL YEAR.
	4-528.15	WASH CO-HOT TAX	REVENUE	(INC)/DEC	(100,000)	100,000	-	
	5-124-921.00	WASHINGTON ON THE BRAZOS	EXPENDITURE	INC/(DEC)	-	20,000	20,000	
	5-124-924.00	CONTINGENCY	EXPENDITURE	INC/(DEC)	88,750	(88,750)	-	
	5-124-926.00	TH&LA MEMBERSHIP	EXPENDITURE	INC/(DEC)	12,000	(12,000)	-	
	6-000-602.49	INTERFUND TRNSF-VISITOR C	TRANSFER-OUT	INC/(DEC)	-	35,647	35,647	
						55,647		

FUND 249 - TOURISM & MARKETING FUND

	GL#	ACCOUNT NAME	ACCOUNT TYPE	AMENDMENT ACTION	CURRENT BUDGET	AMENDMENT	AMENDED BUDGET	REASON
3.	5-100-409.00	ADVERTISING & PROMOTION	EXPENDITURE	INC/(DEC)	229,250	35,647	264,897	3. THIS AMENDMENT INCREASES TRANSFERS-IN FROM HOTEL TAX COUNTY FUND AND APPROPRIATES THE EXPENDITURE OF THESE MONIES IN GL 409.00 ADVERTISING AND PROMOTION.
	6-000-601.10	INTERFUND TRNSF-HOT CTY	TRANSFER-IN	(INC)/DEC	-	(35,647)	(35,647)	

Regular City Council
AGENDA ITEM 12.

Agenda Item: **Discuss and Possibly Act Upon the Approval of a Correction Warranty Deed to Correct the Legal Description in the Original Instrument of Conveyance Related to the Real Property Located at 809 Wilkins Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Type: Regular Meeting-May 06, 2021

Department: Administration

Staff Contact: Cary Bovey

Classification: Regular

SUMMARY STATEMENT:

In 1984 the Urban Renewal Agency of the City of Brenham incorrectly conveyed to Mattie Graves an eastern 0.0512 acre portion of Lot 40 located in the J. A. Wilkins Addition instead of the intended western 0.0511 acre portion of the same lot. Pursuant to Section 5.029 of the Texas Property Code, the parties to the original transaction or the parties' heirs, successors, or assigns may execute a correction instrument to make a material correction to the recorded original instrument of conveyance.

The Correction Warranty Deed for the western 0.0511 acre portion of Lot 40 has been finalized and approved by the City Attorney and is ready for approval by the City Council.

ATTACHMENTS:

(1) Correction Warranty Deed
(2) Exhibit A
(3) Survey
(4) Map of 809 W. Wilkins St.

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

Approve a Correction Warranty Deed to correct the legal description in the original instrument of conveyance related to the real property located at 809 Wilkins Street, Brenham, Texas and authorize the Mayor to execute any necessary documentation.

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

CORRECTION WARRANTY DEED

Date: Executed on the date acknowledged, but Effective as of OCTOBER 4, 1983

Grantor: CITY OF BRENHAM (successor in interest to the URBAN RENEWAL AGENCY OF THE CITY OF BRENHAM, an agency created by the City of Brenham)

Grantor's Mailing Address (including county):

P.O. Box 1059, Brenham, Washington County, Texas 77834-1059

Grantee: ANTHONY C. GRAVES (successor in interest to MATTIE GRAVES)

Grantee's Mailing Address (including County):

8823 Manhattan Drive, Houston, Harris County, Texas 77096-2517

Consideration: TEN AND NO/100 DOLLARS and other good and valuable consideration.

Property (including any improvements):

All that certain 0.051 acre tract of land out of the J.A. Wilkins Addition to the City of Brenham, Washington County, Texas, being a westerly portion of Lot 40 of said J.A. Wilkins Addition as recorded in Plat Cabinet File 256A of the Plat Records of Washington County, being more particularly described in Exhibit "A" attached hereto and made a part hereof for all purposes pertinent.

Reservations From and Exceptions to Conveyance and Warranty:

This conveyance is made by Grantor and accepted by Grantee subject to the following exception(s) from conveyance and warranty, but only to the extent the same are valid and subsisting and relate to the property:

All exceptions, leases, reservations, restrictions, easements or other matters affecting title as are found of record in the Official Records of Washington County, Texas, and such visible and apparent easements as may be actually located on the ground.

This conveyance is made by Grantor and accepted by Grantee subject to the following reservation(s) from conveyance and warranty:

NONE

Grantor, for the Consideration, receipt of which is acknowledged, and subject to the Reservations From and Exceptions to Conveyance and Warranty, grants, sells and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, executors, administrators, successors and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations From and Exceptions to Conveyance and Warranty.

Current ad valorem taxes on the Property is assumed by Grantee. When the context requires, singular nouns and pronouns include the plural.

This deed is made in place of and to correct a Warranty Deed dated October 4, 1983, executed by the Urban Renewal Agency of the City of Brenham to Mattie Graves, recorded in Volume 458, Page 787, Official Records of Washington County, Texas. By mistake that deed stated the property description as being the 0.0512 acre eastern portion of Lot 40 instead of the 0.0511 acre western portion of Lot 40. This Correction Warranty Deed is made by Grantor and accepted by Grantee and to correct that mistake, and in all other respects confirms the former deed.

THIS INSTRUMENT WAS PREPARED BASED SOLELY ON INFORMATION PROVIDED BY THE PARTIES HERETO AND WITHOUT THE BENEFIT OF A COMMITMENT FOR TITLE INSURANCE OR ANY OTHER INVESTIGATION INTO TITLE MATTERS AFFECTING THE PROPERTY HEREBY CONVEYED.

GRANTEE:

GRANTOR:

CITY OF BRENHAM

_____
ANTHONY C. GRAVES

_____
MILTON Y. TATE, JR., Mayor

ACKNOWLEDGMENT

STATE OF TEXAS §
§
COUNTY OF _____ §

This instrument was acknowledged before me on the _____ day of _____, 2021, by ANTHONY C. GRAVES.

_____
NOTARY PUBLIC, STATE OF TEXAS

ACKNOWLEDGMENT

STATE OF TEXAS §
§
COUNTY OF WASHINGTON §

This instrument was acknowledged before me on the _____ day of _____, 2021, by MILTON Y. TATE, JR., Mayor of the CITY OF BRENHAM, on its behalf.

_____
NOTARY PUBLIC, STATE OF TEXAS

EXHIBIT A

Apex Surveying, LLC

METES AND BOUNDS DESCRIPTION

0.051 ACRE TRACT
J.A. Wilkins Addition
To the City of Brenham
Washington County, Texas

Being a 0.051 acre tract of land out of the J.A. Wilkins Addition to the City of Brenham, Washington County, Texas, being a westerly portion of Lot 40 of said J.A. Wilkins Addition as recorded in Plat Cabinet File 256A of the Plat Records of Washington County, also being a portion of that certain tract of land to Anthony Charles Graves in Volume 1519, Page 0001 of the Official Records of Washington County (O.R.W.C.), Texas, said 0.051 acre being more particularly described by metes and bounds as follows:

BEGINNING at a 3/8 inch iron rod found on the north line of said Lot 40, being on the south line of Wilkins Street, also being the northwest corner of the eastern portion of said Lot 40 to Brandon Fontenot in Volume 1503, Page 0277 O.R.W.C., from which point a 3/8 inch iron rod found for reference in the centerline of Bowers Street (an abandoned 30 feet-wide right-of-way) bears N 74°28'17" E a distance of 23.53 feet, for the northeast corner of this;

THENCE through and across said Lot 40, common boundary with said Fontenot tract, S 15°14'47" E a distance of 94.89 feet to a 1/2 inch iron rod with a cap marked "RPLS 6851" set on the south line of said Lot 40, being the southwest corner of said Fontenot tract, also being on the north line of Lot 14 of said J.A. Wilkins Addition, from which point a 1/2 inch bent iron rod with a cap marked "RPLS 4052" found for reference bears N 75°27'40" E a distance of 23.95 feet, for the southeast corner of this;

THENCE with the south line of said Lot 40, common boundary with said Lot 14, S 74°52'37" W a distance of 23.50 feet to a 1/2 inch iron rod with a yellow cap marked "RPLS 6851" set at the southwest corner of said Lot 40, being the northwest corner of said Lot 14, also being the northeast corner of Lot 15 of said J.A. Wilkins Addition, same being the southeast corner of Lot 39 of said J.A. Wilkins Addition, for the southwest corner of this;

THENCE with the west line of said Lot 40, common boundary with said Lot 39, N 15°13'16" W a distance of 94.87 feet to a 1/2 inch iron rod with a cap marked "RPLS 6851" set at the northwest corner of said Lot 40, being the northeast corner of said Lot 39, also being on the south line of said Wilkins Street, from which point a 1/2 inch iron rod found for reference bears S 74°38'48" W a distance of 50.00 feet, for the northwest corner of this;

THENCE with the north line of said Lot 40, common boundary with said Wilkins Street, N 74°49'21" E a distance of 23.46 feet to the **POINT OF BEGINNING** and containing 0.051 acre of land.

SURVEYORS NOTE: This Metes and Bounds description was composed in order to correct a conveyance to Mattie Graves in Volume 458, Page 787 O.R.W.C. in which the wrong portion of said Lot 40 of said J.A. Wilkins Addition was conveyed. The legal description of the "east" portion of said Lot 40 was duplicated and granted to both adjoining landowners when only the "west" portion (shown as 0.0511 acre in 458/787) should have been conveyed to Mattie Graves. Said "west" portion of Lot 40 is now owned by Anthony Charles Graves.

All bearings and distances are based on State Plane Coordinate System, Texas Central Zone, NAD 1983.

This description to accompany a plat of like date representing an on the ground survey supervised by Kevin Weiss, Registered Professional Land Surveyor #6851.

April 18, 2021

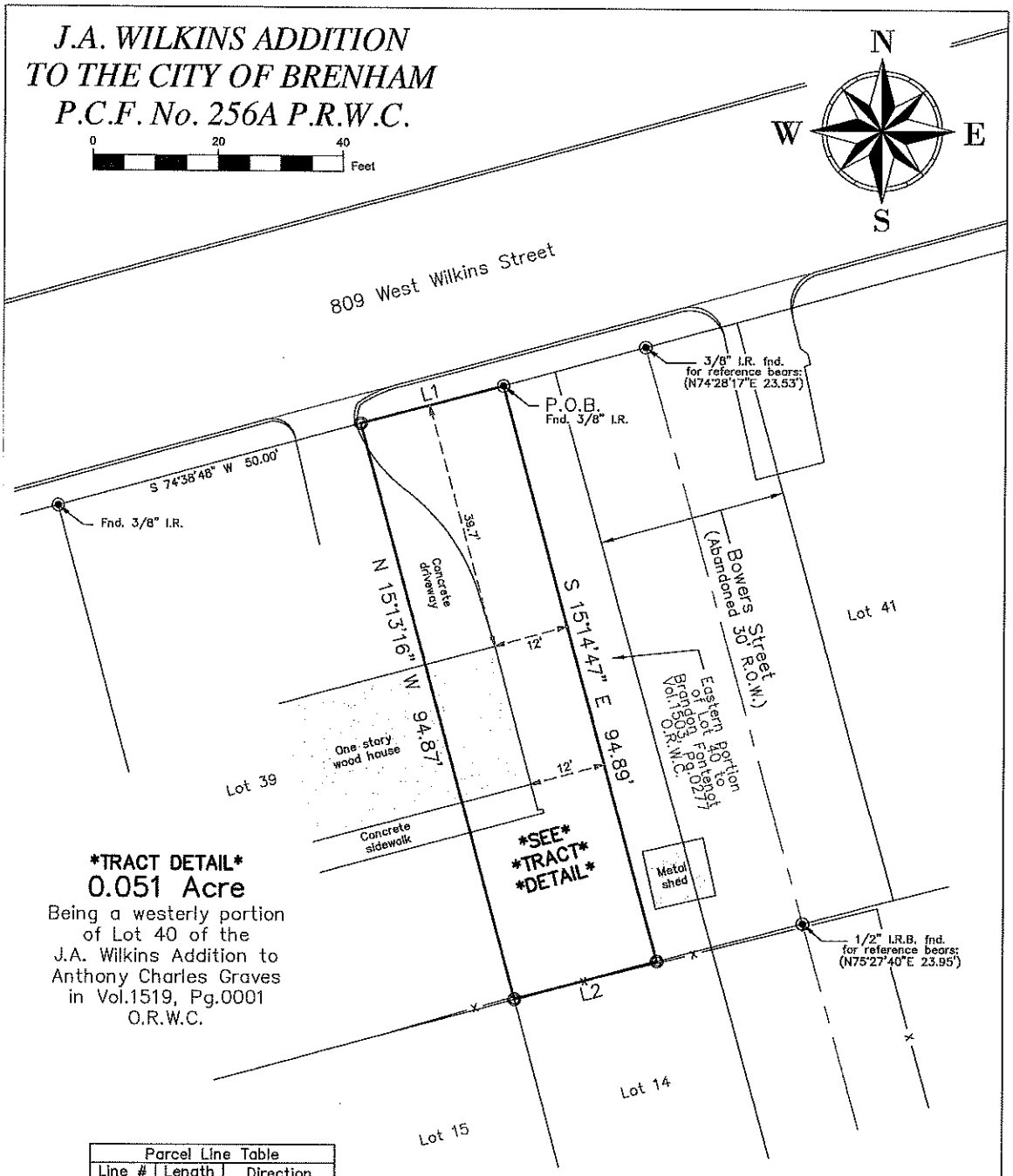
Kevin Weiss

Kevin Weiss
RPLS No. 6851
Firm# 10194649
File# 21-034

STATE OF TEXAS
REGISTERED
KEVIN WEISS
6851
PROFESSIONAL
LAND SURVEYOR

203 South Jackson Street, Brenham, TX 77833
Ph. 979-661-6964 or Email. ApexLandSurveying@Outlook.com

J.A. WILKINS ADDITION TO THE CITY OF BRENHAM P.C.F. No. 256A P.R.W.C.



TRACT DETAIL

0.051 Acre

Being a westerly portion of Lot 40 of the J.A. Wilkins Addition to Anthony Charles Graves in Vol.1519, Pg.0001 O.R.W.C.

Parcel Line Table		
Line #	Length	Direction
L1	23.46'	N74°49'21"E
L2	23.50'	S74°52'37"W

LEGEND

O.R.W.C.	=	Official Records of Washington Co.
P.R.W.C.	=	Plat Records of Washington County
P.C.F.	=	Plat Cabinet File
P.O.B.	=	Point of Beginning
R.O.W.	=	Right-of-Way
I.R.B.	=	Iron Rod (Bent)
I.R.	=	Iron Rod
Fnd.	=	Found
—x—	=	Chain-link fence
◎	=	Set 1/2" I.R. w/ cap marked "RPLS 6851"

I, Kevin Weiss, Registered Professional Land Surveyor No. 6851, do hereby certify that this survey was made on the ground of the property legally described hereon, is correct, and I have observed no discrepancies, conflicts, shortages in area, boundary line conflicts, encroachments at ground level, or overlapping of improvements, easements, or apparent rights of way, except as shown hereon, and that said property has access to and from a dedicated roadway, except as shown hereon.

All bearings and distances are based on State Plane Coordinate System, Texas Central Zone, NAD 1983.

STATE OF TEXAS
REGISTERED
KEVIN WEISS
6851
PROFESSIONAL
LAND SURVEYOR

Kevin Weiss

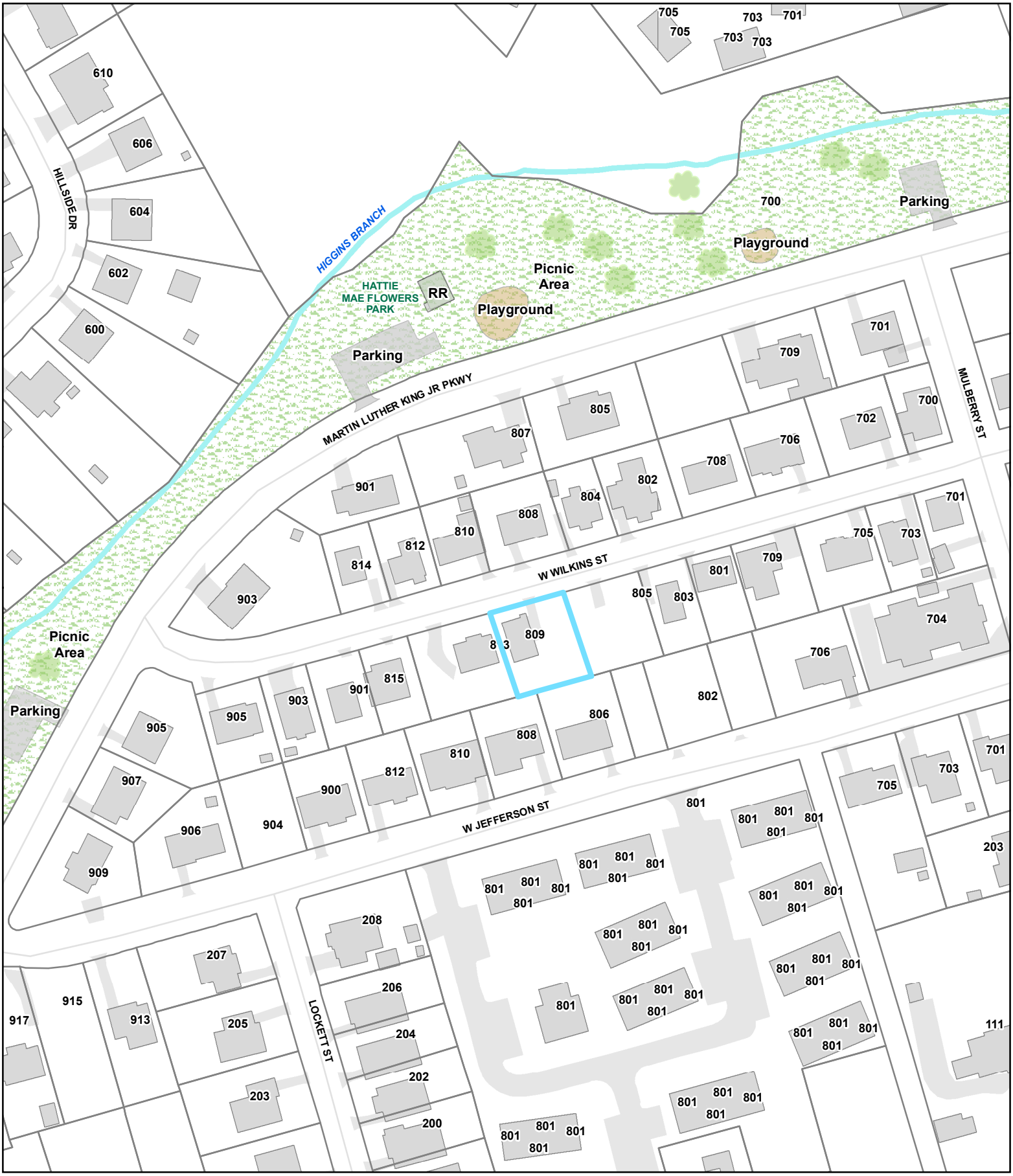
Kevin Weiss, RPLS No. 6851 April 18, 2021

APEX SURVEYING, LLC
203 South Jackson Street
Brenham, Texas 77833
979-661-6964
TBPELS No. 10194649

BOUNDARY AND IMPROVEMENT SURVEY
OF A 0.051 ACRE TRACT OF LAND OUT OF LOT 40 OF THE J.A. WILKINS ADDITION TO THE CITY OF BRENHAM, WASHINGTON COUNTY, TEXAS.

Surveyed For: Anthony Charles Graves

FILE NO.:	21-034
SCALE:	1"=20'
SURVEYOR:	K. WEISS
SURVEY DATE:	04-18-21



809 W. Wilkins St.

1 inch = 130 feet

City of BRENHAM

97

Regular City Council
AGENDA ITEM 13.

Agenda Item: **Discuss and Possibly Act Upon the Award of Bid for Project No. 2020-03 Related to the Hickory Lane Drainage Improvement Project and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Type: Regular Meeting-May 06, 2021

Department: Public Works

Staff Contact: Dane Rau

Classification: Regular

SUMMARY STATEMENT:

On April 20, 2021 City of Brenham personnel and Strand and Associates opened bids regarding drainage improvements on Hickory Ln off of Niebuhr St. In the past we have had severe issues of water draining off of public right of way and negatively affecting private property towards E. Stone St. Basically, there is no underground storm sewer at the end of Hickory Ln. With this project we will add a curb inlet box at the cull-d-sac of Hickory Ln and add drainage pipe leading towards E. Stone St. This will make sure that storm water from the right of way doesn't erode private property and is directed in the dedicated storm sewer along E. Stone St.

There were 5 bids received with Mercer Construction Company submitting the lowest bid at $158,950. Bids were pretty comparable within the $158,000-$263,000 range. We are comfortable awarding this project to Mercer Construction Company as we have worked with Mercer in the past and most recently, they have completed drainage and utility work along Gavin Dr for a private developer.

We have planned for this project with our Capital Improvement Plan and the funds have been dedicated through the Drainage Fund which was established for this purpose in early 2020. The project estimate was $170,000. The contract period is for 90 days from notice to proceed and we will work diligently with the contractor to perform this work when school is out, (Late May) and when school begins (Mid-August) to have the least amount of impact on E. Stone St when we conduct work in that area.

We would like to ask council to award Bid # 2020-03 to Mercer Construction Company for the drainage work on Hickory Ln in the amount of $158,950.

ATTACHMENTS:

(1) Bid Tabulation and Recommendation Letter
(2) Hickory Ln Aerial

RELEVANCE TO COMPREHENSIVE PLAN:

Goal GC 3. A growth pattern that provides for the long-term financial sustainability of the City, balancing infrastructure investment and other public service needs of new development with reinvestment/rehabilitation needs of developed areas.

RECOMMENDED ACTION:

Award Project No. 2020-03 to Mercer Construction Company in the amount of $158,950 for Hickory Lane Drainage Improvements and authorize the Mayor to execute any necessary documentation.

75 of years
EXCELLENCE IN ENGINEERING

STRAND ASSOCIATES®
Strand Associates, Inc.®
1906 Niebuhr Street
Brenham, TX 77833
(P) 979.836.7937

April 22, 2021

Mr. Dane Rau, Director of Public Works
City of Brenham
200 West Vulcan
Brenham, TX 77833

Re: Hickory Lane Drainage Improvements
Project No. 2020-03
City of Brenham, Texas

Dear Dane,

Bids for the above-referenced project were opened on April 20, 2021. Five bids were received with the resulting bid tabulation enclosed.

Mercer Construction Company of Edna, Texas, was the apparent low bidder at $158,950. The bid included a bid bond for 5 percent and Addendum No. 1 was acknowledged. The bid is deemed to be responsive.

Strand Associates, Inc.® has previously worked with Mercer Construction Company on projects for the City of Madisonville, Texas. For those projects, the owner determined Mercer Construction Company to be responsible.

If you determine that Mercer Construction Company is a responsible bidder after your evaluation of their qualifications, we recommend proceeding with award of the Contract in accordance with Item 16 of the Instructions to Bidders.

Sincerely,

STRAND ASSOCIATES, INC.®

Hollie Janecka

Hollie A. Janecka, P.E.

Enclosure

Bids Received: 2:00 P.M.
April 20, 2021

STRAND ASSOCIATES, INC.®
1906 Niebuhr Street
Brenham, TX 77833

HICKORY LANE DRAINAGE IMPROVEMENTS
PROJECT NO. 2020-03
CITY OF BRENHAM, TEXAS

BID TABULATION SUMMARY

Bidder and Address	Bid Bond	Addenda Acknowledged	Total Base Unit Price	Alternate Bid
Mercer Construction Company 909 North Colorado Street Edna, TX 77957	5%	Yes	$158,950.00	($ 8,492.00)
Vera Industries, LLC 2440 Texas Parkway, Suite 268 Missouri City, TX 77489	5%	Yes	$159,147.50	$19,136.00
Solid Bridge Construction, LLC 3104 Interstate 45 South New Waverly, TX 77358	5%	Yes	$186,507.00	$38,340.00
South Central Texas Excavation and Construction, LLC 1669 Smith-Rau Road Columbus, TX 78934	5%	Yes	$185,404.00	$41,946.00
Texcon General Contractors 1061 Innovation Drive Bryan, TX 77808	5%	Yes	$263,729.50	($ 6,575.00) *($ 6,572.00)

*CONTRACTOR'S COMPUTED TOTAL

Reviewed by: _____

Bids Received: 2:00 P.M.
April 20, 2021

STRAND ASSOCIATES, INC.®
1906 Niebuhr Street
Brenham, TX 77833

HICKORY LANE DRAINAGE IMPROVEMENTS
PROJECT NO. 2020-03
CITY OF BRENHAM, TEXAS

BID TABULATION BREAKDOWN

				Mercer Construction Company 909 North Colorado Street Edna, TX 77957		Vera Industries, LLC 2440 Texas Parkway, Suite 268 Missouri City, TX 77489		Solid Bridge Construction, LLC 3104 Interstate 45 South New Waverly, TX 77358		South Central Texas Excavation and Construction, LLC 1669 Smith-Rau Road Columbus, TX 78934		Texcon General Contractors 1061 Innovation Drive Bryan, TX 77808	
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Mobilization	1	LS	$ 10,500.00	$ 10,500.00	$ 7,000.00	$ 7,000.00	$ 7,000.00	$ 7,000.00	$ 10,000.00	$ 10,000.00	$ 45,000.00	$ 45,000.00
2.	Remove and Dispose of Existing Concrete Driveway	90	SY	$ 10.00	$ 900.00	$ 52.50	$ 4,725.00	$ 45.00	$ 4,050.00	$ 27.50	$ 2,475.00	$ 40.00	$ 3,600.00
3.	Remove and Dispose of Existing Concrete Curb and Gutter	186	LF	$ 8.00	$ 1,488.00	$ 4.00	$ 744.00	$ 20.00	$ 3,720.00	$ 35.00	$ 6,510.00	$ 20.00	$ 3,720.00
4.	Remove and Dispose of Existing 18-Inch RCP	29	LF	$ 10.00	$ 290.00	$ 10.50	$ 304.50	$ 40.00	$ 1,160.00	$ 40.00	$ 1,160.00	$ 20.00	$ 580.00
5.	Reconstruct Concrete Curb and Gutter	186	LF	$ 55.00	$ 10,230.00	$ 126.50	$ 23,529.00	$ 42.00	$ 7,812.00	$ 66.25	$ 12,322.50	$ 50.00	$ 9,300.00
6.	Unclassified Excavation	140	CY	$ 12.00	$ 1,680.00	$ 52.50	$ 7,350.00	$ 30.00	$ 4,200.00	$ 20.00	$ 2,800.00	$ 35.00	$ 4,900.00
7.	Construct Concrete Driveway	106	SY	$ 90.00	$ 9,540.00	$ 126.50	$ 13,409.00	$ 90.00	$ 9,540.00	$ 86.50	$ 9,169.00	$ 65.00	$ 6,890.00
8.	Existing Headwall Reconstruction	1	LS	$ 10,500.00	$ 10,500.00	$ 6,318.50	$ 6,318.50	$ 7,500.00	$ 7,500.00	$ 13,250.00	$ 13,250.00	$ 4,500.00	$ 4,500.00
9.	Install 12-Inch RCP Storm Sewer	286	LF	$ 81.00	$ 23,166.00	$ 71.50	$ 20,449.00	$ 125.00	$ 35,750.00	$ 106.00	$ 30,316.00	$ 124.00	$ 35,464.00

102

				Mercer Construction Company 909 North Colorado Street Edna, TX 77957		Vera Industries, LLC 2440 Texas Parkway, Suite 268 Missouri City, TX 77489		Solid Bridge Construction, LLC 3104 Interstate 45 South New Waverly, TX 77358		South Central Texas Excavation and Construction, LLC 1669 Smith-Rau Road Columbus, TX 78934		Texcon General Contractors 1061 Innovation Drive Bryan, TX 77808	
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
10.	Install 12-Inch PVC by Open Cut	128	LF	$ 75.00	$ 9,600.00	$ 65.50	$ 8,384.00	$ 125.00	$ 16,000.00	$ 91.20	$ 11,673.60	$ 133.00	$ 17,024.00
11.	Install 12-Inch PVC Storm Sewer by Bore	171	LF	$ 160.00	$ 27,360.00	$ 176.00	$ 30,096.00	$ 135.00	$ 23,085.00	$ 178.00	$ 30,438.00	$ 222.00	$ 37,962.00
12.	Install 18-Inch RCP Storm Sewer	126	LF	$ 86.00	$ 10,836.00	$ 80.00	$ 10,080.00	$ 140.00	$ 17,640.00	$ 125.00	$ 15,750.00	$ 132.00	$ 16,632.00
13.	Install Recessed 5-Foot Curb Inlet W/ Single 5-Foot Extension	1	EA	$ 8,500.00	$ 8,500.00	$ 6,318.50	$ 6,318.50	$ 9,000.00	$ 9,000.00	$ 4,900.00	$ 4,900.00	$ 7,500.00	$ 7,500.00
14.	Install 5-Foot Curb Inlet	2	EA	$ 5,500.00	$ 11,000.00	$ 547.50	$ 1,095.00	$ 5,000.00	$ 10,000.00	$ 3,900.00	$ 7,800.00	$ 6,500.00	$ 13,000.00
15.	Install 3-Foot Reinforced Concrete Junction Box	2	EA	$ 4,500.00	$ 9,000.00	$ 547.50	$ 1,095.00	$ 4,500.00	$ 9,000.00	$ 2,950.00	$ 5,900.00	$ 5,000.00	$ 10,000.00
16.	Perform Backfilling and Asphalt Pavement Repair in City Streets	40	SY	$ 90.00	$ 3,600.00	$ 189.50	$ 7,580.00	$ 100.00	$ 4,000.00	$ 100.00	$ 4,000.00	$ 200.00	$ 8,000.00
17.	Perform Trench Safety, All Depths, Per Technical Specification 02229	1	EA	$ 1,500.00	$ 1,500.00	$ 1,000.00	$ 1,000.00	$ 1,000.00	$ 1,000.00	$ 2,500.00	$ 2,500.00	$ 5,000.00	$ 5,000.00
18.	Perform Sodding in All Areas Disturbed by Construction	1	LS	$ 5,800.00	$ 5,800.00	$ 2,000.00	$ 2,000.00	$ 8,500.00	$ 8,500.00	$ 7,500.00	$ 7,500.00	$ 18,000.00	$ 18,000.00
19.	Storm Inlet Protection	3	EA	$ 250.00	$ 750.00	$ 150.00	$ 450.00	$ 120.00	$ 360.00	$ 250.00	$ 750.00	$ 350.00	$ 1,050.00
20.	Install Silt Fence	70	LF	$ 10.00	$ 700.00	$ 53.00	$ 3,710.00	$ 2.00	$ 140.00	$ 2.00	$ 140.00	$ 7.25	$ 507.50
21.	Traffic Control	1	LS	$ 1,500.00	$ 1,500.00	$ 3,000.00	$ 3,000.00	$ 4,500.00	$ 4,500.00	$ 3,500.00	$ 3,500.00	$ 10,000.00	$ 10,000.00

				Mercer Construction Company 909 North Colorado Street Edna, TX 77957		Vera Industries, LLC 2440 Texas Parkway, Suite 268 Missouri City, TX 77489		Solid Bridge Construction, LLC 3104 Interstate 45 South New Waverly, TX 77358		South Central Texas Excavation and Construction, LLC 1669 Smith-Rau Road Columbus, TX 78934		Texcon General Contractors 1061 Innovation Drive Bryan, TX 77808	
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
22.	Trench Safety	510	LF	$ 1.00	$ 510.00	$ 1.00	$ 510.00	$ 5.00	$ 2,550.00	$ 5.00	$ 2,550.00	$ 10.00	$ 5,100.00
ENGINEER'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 22					$ 158,950.00		$ 159,147.50		$ 186,507.00		$ 185,404.10		$263,729.50
CONTRACTOR'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 22					$ 158,950.00		$ 159,147.50		$ 186,507.00		$ 185,404.10		$263,729.50

Reviewed by _____

STATE OF TEXAS
HOLLIE A. JANECKA
135892
LICENSED
PROFESSIONAL ENGINEER

Hollie Janecka
4-22-2021

104

Bids Received: 2:00 P.M.
April 20, 2021

STRAND ASSOCIATES, INC.®
1906 Niebuhr Street
Brenham, TX 77833

HICKORY LANE DRAINAGE IMPROVEMENTS
PROJECT NO. 2020-03
CITY OF BRENHAM, TEXAS

ALTERNATE BID

				Mercer Construction Company 909 North Colorado Street Edna, TX 77957		Vera Industries, LLC 2440 Texas Parkway, Suite 268 Missouri City, TX 77489		Solid Bridge Construction, LLC 3104 Interstate 45 South New Waverly, TX 77358		South Central Texas Excavation and Construction, LLC 1669 Smith-Rau Road Columbus, TX 78934		Texcon General Contractors 1061 Innovation Drive Bryan, TX 77808	
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	ADD price or DEDUCT price to Install 12-Inch HDPE Storm Sewer in lieu of RCP Storm Sewer	286	LF	$ (20.00)	$ (5,720.00)	$ 44.00	$ 12,584.00	$ 90.00	$ 25,740.00	$ 96.00	$ 27,456.00	$ (15.50)	$ (4,433.00)
2.	ADD price or DEDUCT price to Install 18-Inch HDPE Storm Sewer in lieu of RCP Storm Sewer	126	LF	$ (22.00)	$ (2,772.00)	$ 52.00	$ 6,552.00	$ 100.00	$ 12,600.00	$ 115.00	$ 14,490.00	$ (17.00)	$ (2,142.00)
ENGINEER'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 2					$ (8,492.00)		$ 19,136.00		$ 38,340.00		$ 41,946.00		$ (6,575.00)
CONTRACTOR'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 2					$ (8,492.00)		$ 19,136.00		$ 38,340.00		$ 41,946.00		*$ (6,572.00)

* CONTRACTOR'S COMPUTED TOTAL

Reviewed by _____

STATE OF TEXAS
HOLLIE A. JANECKA
135892
LICENSED
PROFESSIONAL ENGINEER

Hollie Janecka
4-22-2021

105

1 inch = 100 feet

Hickory Lane
Drainage Improvements

City of BRENHAM
106

Regular City Council
AGENDA ITEM 14.

Agenda Item: **Discuss and Possibly Act Upon the Second Amendment to the Interlocal Agreement for Managing Entity by the Brazos Valley Council of Governments (BVCOG) for the Brazos Valley Wide Area Communications System (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Type: Regular Meeting-May 06, 2021

Department: Communications

Staff Contact: Pamela Ruemke

Classification: Regular

SUMMARY STATEMENT:

The Brazos Valley Wide Area Communications System (BVWACS) was started in 2010 with City of Brenham, Washington County, City of Bryan, City of College Station, Brazos County and Texas A&M University. The BVWACS system is part of the Harris County System which gives all radios on both systems the ability to talk to each other on an emergency scene thru mutual aid channels that are programmed in all our radios. Since the inception of the BVWACS the goal was to have all seven (7) Counties in the BVCOG on this system. We have recently added Madison County to the system and now are wanting to add Burleson County to the system. With the adding of Burleson Counties 216 radios there will be 4100 radios on the system.

The BVWACS has contracted the BVCOG to be the managing entity of the radio system and this agreement is to allow Burleson County to be added to the Interlocal Agreement.

ATTACHMENTS:

(1) Second Amendment to ILA

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

Approve the Second Amendment to the Interlocal Agreement for Managing Entity by the Brazos Valley Council of Governments (BVCOG) for the Brazos Valley Wide Area Communications System (BVWACS) and authorize the Mayor to execute any necessary documentation

SECOND AMENDMENT TO THE INTERLOCAL AGREEMENT FOR MANAGING ENTITY BY THE BVCOG FOR THE BRAZOS VALLEY WIDE AREA COMMUNICATIONS SYSTEM (BVWACS)

	§	**COUNTIES OF BRAZOS,**
STATE OF TEXAS	§	**WASHINGTON, GRIMES, MADISON,**
	§	**AND BURLESON**

This Second Amendment to the Interlocal Agreement for Managing Entity by the BVCOG for the Brazos Valley Wide Area Communications System (BVWACS) is entered into this ___ day of _____ 2021 and is effective as of October 1, 2021.

WHEREAS, the Brazos Valley Council of Governments and the Cities of Bryan, College Station and Brenham, and the Counties of Washington, Grimes, and Brazos, and Texas A&M University (BVWACS Parties) entered into an interlocal agreement (the "Agreement") for Managing Entity by the BVCOG for the Brazos Valley Wide Area Communications System (BVWACS); and

WHEREAS, the BVWACS Parties added Madison County to the Agreement on September 29, 2020; and

WHEREAS, Article 7 of the Agreement provides for Changes and Amendments of the Agreement; and

WHEREAS, Burleson County is a new BVWACS party subsequent to execution of the First Amendment to the Second Restatement of the Interlocal Agreement for the Construction, Acquisition, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communications System (BVWACS); and

WHEREAS, the BVWACS parties wish to amend this Agreement to add Burleson County; and

WHEREAS, Burleson County agrees to abide by all covenants outlined in the Agreement;

NOW, THEREFORE, the BVWACS parties hereby amend the Agreement as follows:

1. The Agreement is amended to include the Cities of Bryan, College Station and Brenham, and the Counties of Washington, Grimes, Brazos, Madison and Burleson, and Texas A&M University.

2. Article 12 is amended to add the following:

   County:
   Burleson County
   Attention: County Judge, with a copy to County Attorney
   100 W. Buck #306
   Caldwell, TX 77836

IN WITNESS WHEREOF, this Amendment has been executed and delivered on behalf of the BVWACS Parties by their duly authorized representatives in one or more counterparts, which together shall constitute one agreement.

MADISON COUNTY

By: _____ Date: _____

County Judge A.J. "Tony" Leago

CITY OF BRYAN, TEXAS

_____
Andrew Nelson, Mayor

ATTEST:

_____
Mary Lynne Stratta, City Secretary
Date: _____

APPROVED AS TO FORM:

_____
Janis K. Hampton, City Attorney

CITY OF COLLEGE STATION

By: _____ Date: _____
Mayor

ATTEST:

By: _____ Date: _____
City Secretary

APPROVED:

By: _____ Date: _____
City Manager

By: _____ Date: _____
City Attorney

By: _____ Date: _____
Assistant City Manager/ CFO

CITY OF BRENHAM

By: _____ Date: _____
Mayor Milton Tate

BRAZOS COUNTY

By: _____ Date: _____
Duane Peters, County Judge

ATTEST:

_____ Date: _____
Karen McQueen, County Clerk

APPROVED:

By: _____ Date: _____
Edward C. Bull IV, Assistant County Attorney

WASHINGTON COUNTY

By: _____ Date: _____
County Judge John Durrenberger

TEXAS A&M UNIVERSITY

By: _____ Date: _____
Dr. Jerry Strawser

GRIMES COUNTY

By: _____ Date:_____
County Judge Joe Fauth

BRAZOS VALLEY COUNCIL OF GOVERNMENTS

By: _____ Date:_____
Michael Parks, Executive Director

BURLESON COUNTY

By: _____ Date:_____

County Judge Keith Schroeder

Regular City Council
AGENDA ITEM 15.

Agenda Item: **Discuss and Possibly Act Upon the Second Amendment to the Second Restatement of the Interlocal Agreement for the Construction, Acquisition, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communications System (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Type: Regular Meeting-May 06, 2021

Department: Communications

Staff Contact: Pamela Ruemke

Classification: Regular

SUMMARY STATEMENT:

This is a companion document to the previous one about the BVCOG Managing Entity. This document is allowing Burleson County to become a full BVWACS party, and it also states what equipment they will bring to the BVWACS system and what their role will be in the upkeep of that equipment. They are anticipating 216 radios they will be putting on the system. This will bring the total of 4100 radios on the system.

ATTACHMENTS:

(1) Second Amendment to Second Restatement

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

Approve the Second Amendment to the Second Restatement of the Interlocal Agreement for the Construction, Acquisition, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communications System (BVWACS) and authorize the Mayor to execute any necessary documentation

SECOND AMENDMENT TO THE SECOND RESTATEMENT OF THE INTERLOCAL AGREEMENT FOR THE CONSTRUCTION, ACQUISITION, IMPLEMENTATION, OPERATION AND MAINTENANCE OF THE BRAZOS VALLEY WIDE AREA COMMUNICATIONS SYSTEM (BVWACS)

STATE OF TEXAS	**§ COUNTIES OF BRAZOS,** **§ WASHINGTON, GRIMES, MADISON,** **§ AND BURLESON**

This Second Amendment to the Second Restatement Interlocal Agreement for the Construction, Acquisition, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communications System (BVWACS) is entered into this ___ day of _____, 2021 and is effective as of October 1, 2021.

WHEREAS, the Brazos Valley Council of Governments and the Cities of Bryan, College Station and Brenham, and the Counties of Washington, Grimes, and Brazos, and Texas A&M University entered into an interlocal agreement (the "Agreement") for the construction, acquisition, implementation, operation and maintenance of the Brazos Valley Wide Area Communications System (BVWACS); and

WHEREAS, the BVWACS Parties added Madison County to the Agreement on September 29, 2020; and

WHEREAS, Section 11 of the Agreement provides for the addition of new parties to the BVWACS system; and

WHEREAS, Section 6 of the Agreement provides for the amendment of the Agreement; and

WHEREAS, Burleson County wishes to become a BVWACS Party; and

WHEREAS, Burleson County agrees to abide by all Agreement covenants; and

WHEREAS, the existing BVWACS parties wish to amend the Interlocal Agreement to add Burleson County as a BVWACS party; and

WHEREAS, the Brazos Valley Council of Governments has secured grant funds to provide for the addition of a six (6) channel 700MHz RF site in Caldwell, TX; and

WHEREAS, Burleson County has agreed to absorb the cost of the tower lease fees for the BVWACS antenna system on the Caldwell site under a separate agreement with the tower owner,

NOW, THEREFORE, the BVWACS Parties and Burleson County hereby agree as follows:

1. Unless expressly written herein, the terms of this Amendment shall follow the terms of the Agreement and will continue until September 30, 2023, as defined in Section 2 of the Agreement.

2. As the BVWACS Managing Entity, BVCOG will fund the acquisition, construction, and implementation of radio frequency infrastructure at a leased tower site in Caldwell, TX using grant funds provided by the State of Texas directly to BVCOG. This includes acquisition and/or construction of a tower shelter building, radio frequency infrastructure, and data connectivity equipment.

3. Burleson County agrees that the tower owner requires a Structural Loading Analysis be performed by a Professional Engineer registered in the State of Texas for the purposes of determining if the tower structure can support the addition of the BVWACS Antenna System without modification. Burleson County further agrees that, should the Analysis indicated that structural modifications or enhancements are required to support the BVWACS Antenna System, that Burleson County will absorb the costs associated with the modification or enhancement of the tower structure.

4. Burleson County understands that costs associated with being a BVWACS Party are calculated every year, based on the number of subscriber devices they have in service on the BVWACS System versus the total Operating, Maintenance, and Capital Fund Budgets.

5. Burleson County further understands that, if their initial subscriber count is insufficient to cover the actual maintenance and operation costs associated with their membership, they will be responsible for payment of a sufficient number of subscriber units to offset those costs.

6. Burleson County understands that, once their actual number of subscriber units in service is sufficient to cover the actual maintenance and operation costs associated with their membership, they will be billed at their actual subscriber count.

7. Burleson County agrees to absorb the costs associated with leasing space on the tower structure at the Caldwell site, as determined in a separate agreement between Burleson County and the tower owner. Burleson County will be responsible for lease costs associated with two (2) 700MHz antennas, one (1) tower-top amplifier, microwave data equipment, and four (4) antenna cables, each at a height determined to be optimal to gain the maximum coverage available at the Caldwell site.

8. Burleson County will receive subscriber devices, at no cost, from the BVCOG, at a quantity to be coordinated between Burleson County and the BVWACS System Manager, in an effort to lessen the initial Capital Expenditure burden on Burleson County. Burleson County agrees that they will receive the subscriber devices only, and Burleson County will be financially responsible for any costs associated with purchasing the necessary accessories to put the subscriber devices into service, including any batteries, antennas, microphones, charging devices, speakers, power cables, installation services, or any other ancillary costs.

9. In accordance with Section 4.B and 5.B of the Agreement, Burleson County shall appoint One (1) official to the BVWACS Governing Board, and One (1) primary and One (1) alternate representative to the BVWACS Operating Board.

10. The BVWACS Parties agree that, for testing and verification purposes, RF site infrastructure and subscriber units may become active prior to the effective date of this Amendment. The BVWACS Parties further agree that, should these units become active prior to the effective date of this Amendment, Burleson County shall not be billed for this testing, verification, and usage of the BVWACS System until the effective date of this Amendment.

11. In accordance with Section 22.D of the Agreement, Notices to Burleson County shall be directed to:

Burleson County
Attention: County Judge, with a copy to the County Attorney
100 W. Buck #306
Caldwell, TX 77836

IN WITNESS WHEREOF, this Amendment has been executed and delivered on behalf of the BVWACS Parties by their duly authorized representatives in one or more counterparts, which together shall constitute one Agreement.

BURLESON COUNTY

By:_____ Date_____
County Judge Keith Schroeder

CITY OF BRYAN, TEXAS

_____
Andrew Nelson, Mayor

Date:_____

ATTEST:

_____
Mary Lynne Stratta, City Secretary

APPROVED AS TO FORM:

_____
Janis K. Hampton, City Attorney

CITY OF COLLEGE STATION

By: _____ Date: _____
Mayor

ATTEST:

By: _____ Date: _____
City Secretary

APPROVED:

By: _____ Date: _____
City Manager

By: _____ Date: _____
City Attorney

By: _____ Date: _____
Assistant City Manager/ CFO

CITY OF BRENHAM

By: _____ Date: _____
Mayor Milton Tate

MADISON COUNTY

By:_____ Date_____
County Judge A.J. "Tony" Leago

BRAZOS COUNTY

By: _____ Date: _____
Duane Peters, County Judge

ATTEST:

_____ Date: _____
Karen McQueen, County Clerk

APPROVED:

By: _____ Date: _____
Edward C. Bull IV, Assistant County Attorney

WASHINGTON COUNTY

By: _____ Date: _____
County Judge John Durrenberger

TEXAS A&M UNIVERSITY

By: _____ Date: _____
Dr. Jerry Strawser

GRIMES COUNTY

By: _____ Date:_____
County Judge Joe Fauth

Regular City Council
AGENDA ITEM 16.

Agenda Item: **Discuss and Possibly Act Upon Resolution No. R-21-012 Amending Resolution R-21-007 Authorizing the Submission of a Grant Application Through the Office of the Governor, Public Safety Office, Homeland Security Grants Division for the 2021 State Homeland Security Program - Law Enforcement Terrorism Prevention Activities (LETPA) Projects**

Meeting Type: Regular Meeting-May 06, 2021

Department: Police Department

Staff Contact: Christi Korth

Classification: Regular

SUMMARY STATEMENT:

On February 25th, 2021, Council approved Resolution R-21-007 authorizing the Police Department to submit a grant application through the Office of the Governor for license plate reader trailers. In April, staff was notified that the resolution approved by Council was missing some language required for the grant. This resolution amends R-21-007 to include the missing language. The following language has been added:

- Council finds it is in the best interest of the citizens of Brenham to operate the program in the 2021-22 Fiscal year
- Council agrees to make any applicable matching funds available
- Council agrees to return any grant funds that are lost or misused
- Council designates the Mayor as the official authorized to take action on this grant

ATTACHMENTS:

(1) R-21-007
(2) R-21-012

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

Approve Resolution R-21-012 Amending Resolution R-21-007 and Authorize the Mayor to Execute Any Necessary Documentation

RESOLUTION NO. R-21-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS APPROVING THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE, HOMELAND SECURITY GRANTS DIVISION FOR THE 2021 STATE HOMELAND SECURITY PROGRAM – LAW ENFORCEMENT TERRORISM PREVENTION ACTIVITIES PROJECTS

WHEREAS, the Office of the Governor is soliciting grant applications for projects that support state and local efforts to prevent terrorism and targeted violence and prepare for the threats and hazards that pose the greatest risk to the security of Texas citizens; and

WHEREAS, the purpose of this program is to support state, tribal, and local preparedness activities that continue to build law enforcement capabilities to prevent terrorist attacks and provide law enforcement and public safety communities with funds to support critical prevention and protection activities; and

WHEREAS, if awarded, the Law Enforcement Terrorism Prevention Activities Project Grant will provide funds for the one-time purchase of two (2) Automatic License Plate Recognition trailers;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Brenham, Texas:

1. That the City Council hereby authorizes the City of Brenham Police Department staff to submit a grant application in the amount of $73,395.00 to the Office of the Governor, Public Safety Office, Homeland Security Grants Division for the 2021 State Homeland Security Program – Law Enforcement Terrorism Prevention Activities Projects program.
2. That the City will comply with all requirements of the grant program.
3. That the Mayor is hereby authorized to execute any necessary documentation related to the grant application and program described herein.

PASSED AND APPROVED on this the 25th day of February, 2021.

CITY OF BRENHAM TEXAS

Milton Y. Tate, Jr.
Milton Y. Tate, Jr.,
Mayor

ATTEST:

Jeana Bellinger
Jeana Bellinger, TRMC, CMC
City Secretary

RESOLUTION NO. R-21-012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS AMENDING RESOLUTION NO. R-21-007 APPROVING THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, PUBLIC SAFETY OFFICE, HOMELAND SECURITY GRANTS DIVISION FOR THE 2021 STATE HOMELAND SECURITY PROGRAM – LAW ENFORCEMENT TERRORISM PREVENTION ACTIVITIES PROJECTS TO INCLUDE REQUIRED WORDING

WHEREAS, the Office of the Governor is soliciting grant applications for projects that support state and local efforts to prevent terrorism and targeted violence and prepare for the threats and hazards that pose the greatest risk to the security of Texas citizens; and

WHEREAS, the purpose of this program is to support state, tribal, and local preparedness activities that continue to build law enforcement capabilities to prevent terrorist attacks and provide law enforcement and public safety communities with funds to support critical prevention and protection activities; and

WHEREAS, if awarded, the Law Enforcement Terrorism Prevention Activities Project Grant will provide funds for the one-time purchase of two (2) Automatic License Plate Recognition trailers;

WHEREAS, on the 25th day of February 2021 the City Council of the City of Brenham approved Resolution No. R-21-007 authorizing City staff to prepare and submit a grant application to the Homeland Security Grants Division of the Office of the Governor for the Law Enforcement Terrorism Prevention Activities Projects Grant; and

WHEREAS, on April 16th, 2021 the City was notified that Resolution No. R-21-007 needed to be amended to include required wording as outlined by the Grant Manager administering the Law Enforcement Terrorism Prevention Activities Project Grant; and

WHEREAS, by the adoption of this Resolution No. R-21-012 the City Council desires to amend Resolution No. R-21-007 to include the required wording as outlined by the Grant Manager administering the Law Enforcement Terrorism Prevention Activities Project Grant;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Brenham, Texas that:

1. That the City Council hereby finds it in the best interest of the citizens of Brenham, Texas that the State Homeland Security Program project be operated in Fiscal Year 2021-22.
2. That the City Council agrees to provide applicable matching funds for the project as required by the Law Enforcement Terrorism Prevention Activities Project Grant application.

3. That the City Council agrees that in the event of loss or misuse of the Office of the Governor funds, the City Council assures that the funds will be returned to the Office of the Governor in full.
4. The City Council designates the Mayor as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the City of Brenham, Texas.

PASSED AND APPROVED on this the 6th day of May 2021.

Grant Number 4292701

_____
Milton Y. Tate, Jr.,
Mayor

ATTEST:

_____
Jeana Bellinger, TRMC, CMC
City Secretary

Regular City Council
AGENDA ITEM 18.

Agenda Item: **Section 551.086 Texas Government Code - Utility Competitive Matters and Section 551.071 – Consultation with Attorney - City of Brenham Gas Utility System; Discussion Regarding Utility Competitive Matters and Consultation with City Attorney Regarding Legal Issues Concerning Gas Sales Contract Between WTG Gas Marketing, Inc. and City of Brenham, Texas and Associated Issues**

Meeting Type: Regular Meeting-May 06, 2021

Department: Administration

Staff Contact: James Fisher

Classification: Executive Session

SUMMARY STATEMENT:

To be discussed in Executive Session.

ATTACHMENTS:

None

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

No action

Regular City Council
AGENDA ITEM 19.

Agenda Item: **Discuss and Possibly Act Upon the City of Brenham Gas Utility System - Gas Sales Contract Between WTG Gas Marketing, Inc. and City of Brenham, Texas and Associated Issues**

Meeting Type: Regular Meeting-May 06, 2021

Department: Administration

Staff Contact: James Fisher

Classification:

SUMMARY STATEMENT:

To be discussed in Executive Session.

ATTACHMENTS:

None

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

As discussed in Executive Session.