



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, APRIL 6, 2017 AT 1:00 P.M.
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – City Manager Terry Roberts**
- 3. Special Recognitions**
 - 3-a. Police Department Promotions & Badge Pinning**
 - Chris Jackson, Sergeant
 - Steven Eilert, Sergeant
 - 3-b. Service Recognitions**

➤ Kristin Jackson, Finance Department	5 Years
➤ Kacey Weiss, Administration	5 Years
➤ Andrew Jozwiak, Fire Department	10 Years
- 4. Proclamations**
 - Adult & Teen Challenge of Texas Day
 - Brenham Safe Digging Month
- 5. Citizens Comments**

Pages 1-2

CONSENT AGENDA

6. 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.

6-a. Ordinance No. O-17-003 on Its Second Reading Annexing the Hereinafter Described Territory into the City of Brenham and Adopting a Service Plan:

Pages 3-11

Section 2017-1: Approximately 86.664 Acres of Land Situated in Washington County, Texas, out of the Phillip Coe Survey, Abstract No. A0031 Generally Consisting of Tracts with Frontage Along State Highway 36 North; Land Located West of and Adjacent to Dixie Street that is not Currently within the City Limits and Approximately 1,500 Feet from the “Cloverleaf” Intersection of Highway 290 West and State Highway 36 North, said property being more particularly described in Exhibit “A” attached to the Ordinance annexing the 86.664 acres

PUBLIC HEARING

- 7. Public Hearing to Consider Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Calvary Baptist Church to Allow for a Church and Related Auxiliary Uses on Property Located at 1100 Niebuhr Street in an R-1, Single Family Residential Zoning District, Said Property Being Described as 2.5443 Acres Out of the Arrabella Harrington Survey, A-55 (WCAD Tract 241), in Brenham, Washington County, Texas**

Pages 12-18

WORK SESSION

- 8. Presentation, Discussion and Update on New Permitting Software for Development Services Department**
Pages 19-23
- 9. Presentation, Discussion and Update on Sign Ordinance**
Page 24
- 10. Presentation, Discussion and Review of the FY2016-17 First Quarter Financial Report**
Pages 25-42

REGULAR SESSION

11. **Discuss and Possibly Act Upon a Two Percent (2%) Mid-Year Employee Pay Scale Adjustment**
Pages 43-45
12. **Discuss and Possibly Act Upon An Ordinance on Its First Reading Granting a Specific Use Permit to Calvary Baptist Church to Allow for a Church and Related Auxiliary Uses on Property Located at 1100 Niebuhr Street in an R-1, Single Family Residential Zoning District, Said Property Being Described as 2.5443 Acres Out of the Arrabella Harrington Survey, A-55 (WCAD Tract 241), in Brenham, Washington County, Texas**
Pages 46-49
13. **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham to Change the Residential Single Family (R-1) Zoning District Classification to a Planned Development (PD) Zoning District Regarding the Property Being Annexed into the City of Brenham and More Specifically Described Below:** **Pages 50-61**

Section 2017-1: Approximately 86.664 Acres of Land Situated in Washington County, Texas, out of the Phillip Coe Survey, Abstract No. A0031 Generally Consisting of Tracts with Frontage Along State Highway 36 North; Land Located West of and Adjacent to Dixie Street that is not Currently within the City Limits and Approximately 1,500 Feet from the “Cloverleaf” Intersection of Highway 290 West and State Highway 36 North, said property being more particularly described in Exhibit “A” attached to the Ordinance annexing the 86.664 acres.
14. **Discuss and Possibly Act Upon Resolution No. R-17-006 In Opposition to the United States Bureau of Land Management’s (BLM’s) Decision to Allow Possible Oil and Gas Production in Washington County, At and Around Lake Somerville**
Pages 62-65
15. **Discuss and Possibly Act Upon a Request for a Noise Variance from the Brenham Maifest Association for the 2017 Maifest Events to be Held on April 29, 2017, May 5, 2017 and May 6, 2017 and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 66-68
16. **Discuss and Possibly Act Upon a Request for a Noise Variance from Calvary Baptist Church for a National Day of Prayer Event to be Held on May 4, 2017 from 12:00 p.m. – 1:00 p.m. at the Courthouse Gazebo and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 69-70

17. **Discuss and Possibly Act Upon the First Amendment to the Lease Agreement Between the City of Brenham and Wells Fargo Bank Texas to Provide for a Month-to-Month Lease of the ATM and ATM Lane Located at 110 W. Vulcan Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation** Pages 71-72

18. **Administrative/Elected Officials Report**
➤ **Department Relocations at City Hall**

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 salutory 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.

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 April 6, 2017 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, Brenham, Texas on April 3, 2017 at **12:55 PM**.

Kacey A. Weiss

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 _____, 2017 at _____ AM PM.

Signature

Title

PROCLAMATION

- WHEREAS,** Adult & Teen Challenge of Texas was founded in 1968, with the Brenham Campus opening in 2013, as one of their six campuses operating throughout the State of Texas, providing recovery services to adults in every social background; and
- WHEREAS,** The mission of the Adult & Teen Challenge is to provide individuals and families with an effective and comprehensive faith-based solution to life-controlling drug and alcohol problems, so they may become productive members of society; and
- WHEREAS,** Adult & Teen Challenge strives to help participants become mentally sound, emotionally balanced, socially adjusted, physically well, and spiritually alive; and
- WHEREAS,** The Brenham Men's Campus of Adult & Teen Challenge of Texas will be hosting their annual banquet on May 19, 2017, at the Washington County Fairgrounds Event Center;

NOW, THEREFORE I, Milton Y. Tate Jr., Mayor of the City of Brenham, Texas do Hereby Proclaim May 19, 2017 as

ADULT & TEEN CHALLENGE OF TEXAS DAY

In Witness, Whereof, I have set my hand and affixed the Seal of Brenham.



Milton Y. Tate Jr.
Milton Y. Tate Jr., Mayor
City of Brenham

PROCLAMATION

WHEREAS, Thousands of times each year, the underground infrastructure in Texas is damaged by those who do not have underground lines located prior to digging, resulting in service interruption, environmental damage, and threat to public safety; and

WHEREAS, In 2005, the Federal Communications Commission designated 811 to provide contractors and homeowners a simple number to contact utility operators to request the location of underground lines at the intended dig site; and

WHEREAS, The Lower Brazos Damage Prevention Council, a stakeholder-driven organization dedicated to the prevention of damage to underground utilities in the Gulf Coast Region, promotes the national 811 notification system in an effort to reduce these damages; and

WHEREAS, Damage prevention is a shared responsibility; by using safe digging practices, the contractors and homeowners of Brenham can save time and money and help keep our infrastructure safe and connected; and

WHEREAS, The Lower Brazos Damage Prevention Council encourages contractors and homeowners throughout Brenham and Washington County to always call 811 before digging; safe digging is no accident;

NOW, THEREFORE, I, Milton Y. Tate, Jr., Mayor of the City of Brenham, Texas do Hereby Proclaim April 2017 as

BRENHAM SAFE DIGGING MONTH

In Witness, Whereof, I have set my hand and affixed the Seal of Brenham.



Milton Y. Tate Jr.
Milton Y. Tate Jr., Mayor
City of Brenham

ORDINANCE NO. O-17-003

AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS FOR THE PURPOSE OF EXTENDING THE CORPORATE LIMITS OF THE CITY OF BRENHAM, TEXAS; PROVIDING FOR THE ANNEXATION OF APPROXIMATELY 86.664 ACRES OF LAND, HEREINAFTER MORE SPECIFICALLY DESCRIBED, TO THE CITY OF BRENHAM, TEXAS FOR ALL MUNICIPAL PURPOSES; FINDING THAT ALL NECESSARY AND REQUIRED LEGAL CONDITIONS HAVE BEEN SATISFIED; PROVIDING THAT SUCH AREA SHALL BECOME A PART OF THE CITY AND THAT THE INHABITANTS THEREOF SHALL BE ENTITLED TO THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BE BOUND BY THE ACTS AND ORDINANCES NOW IN EFFECT AND TO BE HEREINAFTER ADOPTED; PROVIDING FOR A SERVICE PLAN; PROVIDING FOR THE AMENDMENT OF THE OFFICIAL MAP OF THE BOUNDARIES OF THE CITY; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR PROPER NOTICE AND MEETING.

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

WHEREAS, Chapter 43 of the Texas Local Government Code, V.T.C.A., authorizes municipalities to annex territory in accordance with the procedures provided for therein; and

WHEREAS, Article I, Section 3 of the Charter of the City of Brenham authorizes annexation of territory to the City, in accordance with the laws of this State; and

WHEREAS, the hereinafter described property lies within the extraterritorial jurisdiction of the City of Brenham; and

WHEREAS, the area hereinafter described contains fewer than 100 separate tracts of land on which one or more residential dwellings are located on each tract, in accordance with Subsection 43.052(h)(1), Texas Local Government Code; and

WHEREAS, notice of the appropriate public hearings was published in a newspaper having general circulation in the City of Brenham, Texas and the public hearings were conducted and held in accordance with applicable law; and

WHEREAS, the City of Brenham, Texas prepared a service plan for the extension of municipal services into the area to be annexed, said service plan being attached hereto as Exhibit "B" and incorporated herein for all purposes; and

WHEREAS, all notices, publication and hearings have been duly given and held as required by law; and

WHEREAS, institution of annexation proceedings and the presentation and introduction of this Ordinance in such form as it may be finally passed occurred within the periods of time as prescribed by law; Now Therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS:

Section 1. That the hereinafter described tract of land is within the extraterritorial jurisdiction of, and is adjacent to and is contiguous to the present corporate limits of the City of Brenham, Texas, be, the same is hereby, annexed to the City of Brenham, Texas for all municipal purposes and the corporate boundaries and limits of the City of Brenham, Texas are hereby extended to embrace the said tract of land, which is more particularly described and attached hereto as Exhibits “A – Metes and Bounds Description,” and “C – Map” and incorporated herein for all purposes.

Section 2. That the inhabitants, if any, of the property hereby annexed to the City of Brenham, Texas shall be entitled to all the rights and privileges of said citizens of the City of Brenham, Texas, and shall be bound by the acts, ordinances, codes, resolutions and regulations of the City of Brenham, Texas.

Section 3. That the Service Plan which is attached hereto as Exhibit “B” is hereby approved and incorporated herein as part of this Ordinance for all purposes, and is applicable to the area annexed to the City as described herein.

Section 4. That the official map and boundaries of the City of Brenham, Texas, heretofore adopted and amended be and is hereby amended so as to include the aforementioned area as part of the City of Brenham, Texas.

Section 5. That the City Secretary is hereby directed and authorized to perform or cause to be performed all acts necessary to amend the official map of the City of Brenham, Texas to add the territory hereby annexed as required by law.

Section 6. If any section, subsection, sentence, phrase, word, paragraph or provision of this Ordinance be found to be illegal, invalid or unconstitutional or if any portion of said property is incapable of being annexed by the City of Brenham, Texas, for any reason whatsoever, the adjudication shall not affect any other section, subsection, sentence, phrase, word, paragraph or provision of this Ordinance or the application of any other section, subsection, sentence, phrase, word, paragraph or provision of any other Ordinance of the City. The City Council declares that it would have adopted the valid portions and applications of this Ordinance and would have annexed the valid property without the invalid part, and as to this end the provisions of this Ordinance are declared to be severable.

Section 7. That this Ordinance shall become effective upon its passage.

Section 8. That the meetings at which this Ordinance was enacted were open to the public as required by the Texas Open Meetings Act, and that notice of the time, place, and subject matter of said meetings was given as required by the Texas Open Meetings Act.

PASSED and APPROVED on its first reading this the 23rd day of March, 2017.

PASSED and APPROVED on its second reading this the 6th day of April, 2017.

Milton Y. Tate, Jr.
Mayor

ATTEST

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit "A"
Property Description

ALL THAT TRACT OR PARCEL OF LAND situated in Washington County, Texas out of the Phillip Coe Survey A-31 and being all or a portion of the tract of land called 88.12 acres in an executor's deed dated January 1, 2001 from Cheryl Jean Rubenstein Jenkins, Independent Executrix of the Estate of David P. Rubenstein, to Cheryl Jean Rubenstein Jenkins, Individually as recorded in Volume 980, Page 473 of the Official Records of Washington County and in an executor's deed dated May 8, 2002 from Adella Rubenstein, Independent Executrix of the Estate of Matthews Rubenstein to Adella Rubenstein, Individually as recorded in Volume 1032, Page 533 of the Official Records of Washington County, said 86.664 acre tract being more particularly described as follows:

BEGINNING at a found concrete monument marking the intersection of the Northwest line of State Highway 36 with the West line of Dixie Street for the upper Southeast corner of this tract;

THENCE with the West or Northwest line of State Highway 36 and the East or Southeast line of this tract, S 26° 54' 01" W, 636.99 ft. to a found concrete monument and S 18° 03' 55" W, 210.68 ft. to a found concrete monument marking the beginning of a curve to the left;

THENCE continuing with the West line of State Highway 36 and the East line of this tract in a curve to the left having a radius of 3,417.56 ft., a distance of 1,593.10 ft. (chord S 04° 42' 40" W, 1,578.72 ft.) to a set 1/2" iron for Northeast corner of the Charlotte Beth Woods Smith Tract II called 26.691 acres (588/861 O.R.W.C.) and lower Southeast corner of this tract;

THENCE with the North line of the Smith tract and the South line of this tract,

S 74° 46' 35" W, 396.64 ft. to a tree and fence angle;
S 88° 09' 33" W, 29.76 ft. to a found 1/2" iron pin;
N 80° 37' 49" W, 109.96 ft. to a found 1/2" iron pin and

N 77° 07' 42" W, 168.40 ft. to a found 1/2" iron pin and fence corner for Southeast corner of the Lorea Myrick tract called 4.09 acres (1037/335 O.R.W.C.) and Southwest corner of this tract;

THENCE with the East line of the Lorea Myrick tract called 4.09 acres (1037/335 O.R.W.C.), the L. L. Jantz, et ux tract called 0.886 acres (372/263 D.R.W.C.), the Tom A. Brown, et ux tract called 1.718 acres (1124/093 O.R.W.C.) and the Stewart L. Brown and Betty Sue Brown tract called 219.28 acres (206/531 D.R.W.C.), also the West line of this tract,

N 13° 47' 13" W, 213.28 ft. to a found 1/2" iron pin and fence angle;
N 14° 38' 29" W, 817.40 ft. to a found 1/2" iron pin and fence corner;
N 13° 42' 23" W, 474.95 ft. to a marked tree and fence angle and

N 14° 47' 54" W, 1,386.42 ft. to a set 1/2" iron pin and fence corner for Southwest corner of the Eugene G. Baker, et ux tract called 61.42 acres (322/209 D.R.W.C.) and Northwest corner of this tract;

THENCE with the South line of the Baker tract and the North line of this tract, N 75° 24' 50" E, 1,823.51 ft. to a found 1/2" iron pin and fence corner for Northeast corner;

THENCE departing the South line of the Baker tract with the East line of this tract, S 19° 03' 26" E, 33.37 ft. to a tree and fence angle; S 14° 23' 49" E, 63.06 ft. to a found 1/2" iron pin and fence angle lying in the West line of Dixie Street;

THENCE with the West line of Dixie Street and continuing with the East line of this tract,

S 02° 51' 34" E, 24.61 ft. to a found 1/2" iron pin and fence angle;
S 00° 51' 49" W, 73.56 ft. to a found 1/2" iron pin and fence angle;
S 04° 23' 41" E, 97.51 ft. to a found 1/2" iron pin and fence angle;
S 13° 09' 07" E, 68.34 ft. to a tree and fence angle;
S 14° 20' 25" E, 222.50 ft. to a found concrete monument and

S 04° 23' 30" E, 298.42 ft. to the PLACE OF BEGINNING and containing 86.664 acres of land.

Exhibit “B”

2017 ANNEXATION SERVICE PLAN

SERVICE PLAN FOR 2017 ANNEXATION AREAS

Upon annexation of the area identified in Exhibits “A” and “C,” the City of Brenham will provide City services utilizing methods by which it extends services to any other equivalent area of the City.

SERVICES PROVIDED BY THE EFFECTIVE DATE OF ANNEXATION

1. Police Protection

The City of Brenham, Texas and its Police Department will provide police protection to the newly annexed area at the same or similar level of service now being provided to other areas of the City with like topography, land use and population density as those found within the newly annexed area. The Police Department will have the responsibility to respond to all dispatched calls for service or assistance within the newly annexed area.

2. Fire Protection Services

The City of Brenham, Texas and its Fire Department will provide fire protection to the newly annexed area at the same or similar level of service now being provided to other areas of the City, with like topography, land use and population density as those found within the newly annexed area. The Fire Department will have the responsibility to respond to all dispatched calls and requests for service or assistance within the newly annexed area.

3. Maintenance of Water and Wastewater Facilities

Any and all water or wastewater facilities owned, operated or maintained by the City of Brenham Public Utilities at the time of the annexation shall continue to be maintained by Public Utilities. Any and all water and wastewater facilities which may be acquired subsequent to the annexation of the proposed area shall be operated and maintained by the City’s Public Utilities Department to the extent of the City’s ownership. The now existing water and wastewater mains at existing locations shall be available for the point of use extension based upon the City’s standard extension policy now existing or as may be amended. On-site sewage systems may be maintained in accordance with the City Code of Ordinances and other applicable regulations.

4. Solid Waste Collection

The City of Brenham, Texas, or its authorized franchisees, collect solid waste and refuse within the corporate limits of the City. Solid waste collection will be provided to citizens in the newly annexed area at the same or similar level of service now being provided to other areas of the City with like topography, land use and density as those found within the newly annexed area. The City may negotiate with the annexed area to allow continued services with an existing solid waste management provider. After the second anniversary of the annexation date, the City will impose solid waste collection fees and provide the service.

If areas with private roads and/or gates are arranged so that garbage may be collected without creating a safety hazard, the City, at its discretion, may collect the garbage provided proper indemnification is received from the community association or individual property owners. The City will then impose solid waste collection fees and provide the service. Garbage collection locations shall be subject to the approval of the Sanitation Superintendent. In the event the City does not collect garbage within the areas with private roads and/or gates, residents of these areas will not be billed for service after the two-year date.

5. Maintenance of Roads and Streets

Any and all public roads, streets or alleyways shall be maintained to the same degree and extent that other public roads, streets, and alleyways are maintained in areas of the City with like topography, land use and density as those found within the newly annexed area. Private roads will remain under private ownership until dedicated to and accepted by the City, and as such shall be maintained by the owner.

6. Maintenance of Parks, Playgrounds, and Swimming Pools

The City of Brenham, Texas is not aware of the existence of any publicly owned parks, playgrounds or swimming pools now located in the proposed area of annexation. In the event any such parks, playgrounds, or swimming pools do exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed area. Private facilities will remain under private ownership and as such, shall be maintained by the owner.

7. Maintenance of any Publicly Owned Facility, Building or Municipal Service

The City of Brenham, Texas is not aware of the existence of any publicly owned facility, building, or other municipal service now located in the proposed area of annexation. In the event any publicly owned facility, building, or other municipal service does exist and are public facilities, the City will maintain such areas and facilities to the extent and degree and to the same or similar level of service now being provided to other such areas and facilities within the corporate limits of the City with like topography, land use and density as those found within the newly annexed area.

8. Other Services

The City of Brenham, Texas finds and determines that such services as planning, code enforcement, animal control, library, parks and recreation, municipal court and general administration will be made available after the effective date of annexation at the same or similar level of service now being provided to other areas of the City with similar topography, land use and density as those found within the newly annexed area.

CONSTRUCTION OF ANY CAPITAL IMPROVEMENTS TO BE SUBSTANTIALLY COMPLETE WITHIN 2 ½ YEARS

The City of Brenham will provide full municipal services in the annexed area no later than 2-1/2 years after the effective date of the annexation unless certain services cannot reasonably be provided within that period. In the event the services cannot be provided within 2-1/2 years, the City will propose a schedule for providing those services, and will include a list of all services to be provided under the plan and a schedule to extend the period for providing certain services. The schedule will provide for the provision of full municipal services no later than 4-1/2 years after the effective date of the annexation.

1. Police and Fire Protection and Solid Waste Collection

The City of Brenham, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area for the purpose of providing police protection, fire protection, emergency medical services or solid waste collection. The City finds and determines that it has at the present time adequate facilities and other resources to provide the same type, kind and level of service and protection which is presently being administered to other areas already incorporated in the City of Brenham, Texas with like topography, land use and population density as those found within the newly annexed area.

2. Water and Wastewater Facilities

The City of Brenham finds and determines that there is sufficient capacity for water and wastewater to provide services to the annexed area pursuant to Public Utilities' extension policies. The construction of any capital improvements necessary to extend water and wastewater services to an annexed area will be substantially complete within 2-1/2 years after the effective date of the annexation unless said time period is extended pursuant to Chapter 43 of the Texas Local Government Code, as amended.

3. Roads and Streets

The City of Brenham, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area.

4. Maintenance of Parks, Playgrounds, and Swimming Pools and any Other Publicly Owned Facility, Building, or Service

The City of Brenham, Texas, finds and determines it is not necessary to acquire or construct any capital improvements within 2 ½ years of the effective date of the annexation of the particular annexed area for the purpose of parks maintenance, playgrounds, swimming pools and other publicly owned facility, building or service.

SPECIFIC FINDINGS

The City of Brenham, Texas, finds and determines that this proposed service plan will not provide any fewer services and will not provide a lower level of service in the area being considered for annexation that were in existence in the proposed area at the time immediately preceding the annexation process. Given the proposed annexation area's topography, land utilization and population density, the service levels to be provided in the newly annexed area will be equivalent to those provided to other areas of the City with similar characteristics.

TERMS

This plan shall be valid for a term of ten (10) years. Renewal of the Service Plan is at the discretion of the City of Brenham.

LEVEL OF SERVICE

Nothing in this plan shall require the City to provide a uniform level of full municipal services to each area of the City, including the annexed area, if different characteristics of topography, land use, and population density are considered a sufficient basis for providing different levels of service.

AMENDMENTS

The service plan shall not be amended except in accordance with Chapter 43 of the Texas Local Government Code.



CTX Land Investment, LLC
R12310, Philip Coe, Tract 53, Ac 86.664

1 inch = 778 feet



Exhibit C



AGENDA ITEM 7

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 28, 2017															
DEPT. OF ORIGIN: Development Services	SUBMITTED BY: Erik Smith															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☒ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☐ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☒ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION		☐ WORK SESSION	
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	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Public Hearing to Consider Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Calvary Baptist Church to Allow for a Church and Related Auxiliary Uses on Property Located at 1100 Niebuhr Street in an R-1, Single Family Residential Zoning District, Said Property Being Described as 2.5443 Acres Out of the Arrabella Harrington Survey, A-55 (WCAD Tract 241), in Brenham, Washington County, Texas																
SUMMARY STATEMENT: Calvary Baptist Church has requested a special use permit (SUP) for 1100 Niebuhr Street to allow for a church and auxiliary use including philanthropic and educational facility. The building is operating as a church today but no SUP has ever been granted for this site. The church can continue with no interference from the City of Brenham but they cannot expand the nonconforming uses footprint on the site unless they get a SUP. The applicant has informed us they would like to expand the garage to the rear of the property. Staff would not be able to issue a building permit for this unless a SUP is approved by City Council.																
<u>Public Concerns</u> There was one resident who voiced support for this request to city staff.																
<u>Planning and Zoning Commission Recommendation</u> The Planning and Zoning Commission recommended unanimous approval of this request.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Brings the property into compliance to the zoning ordinance through the SUP process. B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Cover Letter; (2) General Application; (3) Land Use Map Exhibit; and (4) Survey Map																
FUNDING SOURCE (Where Applicable): N/A																

RECOMMENDED ACTION: No action required – discussion only
APPROVALS: Terry K. Roberts

PLANNING & ZONING COMMISSION
200 West Vulcan
Brenham, Texas 77833



**SUBJECT: CALVARY BAPTIST CHURCH
SPECIAL USE PERMIT**

Please be advised RWG Construction Management, Inc., representing as Agent to Calvary Baptist Church, 1100 Niebuhr Street, Brenham, Texas 77833, requests a Special Use Permit, Zone Change.

Calvary Baptist Church requests the permission of the Commission to construct a three (3) vehicle garage for the purpose of storing a new fifteen (15) seat van and trailer. Related storage will also be located in the facility.

The approximate dimensions of the garage will be 40LF x 24LF.

The proposed building materials will be wood framing with Hardie Plank elevations with a composition shingle roof. The foundation will be slab on grade as per specifications provided by Gessner Engineering.

The garage will be replacing two (2) storage sheds in virtually the same location (see photo) and survey.

Appreciate, in advance, your consideration for approval.

Sincerely,
Robert W. Grabarschick
President

RWG CONSTRUCTION MANAGEMENT INC.
307 South Baylor Street
Brenham, Texas 77833
979-836-7176



For office use only

APPLICATION NO. _____

MEETING DATE: _____

DATE SUBMITTED: _____

FILING FEE: \$100.00

CITY OF BRENHAM
GENERAL APPLICATION



Type of Application

- | | |
|---|--|
| ☐ Variance from Appendix A: Zoning | ☐ Zone Change |
| ☒ Specific Use Permit | ☐ Plan Review |
| ☐ Preliminary Plat | ☐ Final Plat/Replat/Amending Plat |
| ☐ Variance from Chapter 21: Signs | ☐ Other: _____ |

Property Owners Information

Name CALVARY BAPTIST CHURCH

Principal Officers (If Corporation) President Pastor Billy Sutherland

Secretary Denise Romo

Address 1100 Niebuhr Street Brenham, Texas 77833

Telephone Number 979-836-5537 E-mail Address billy.sutherland@calvarybrenham.org

Applicant Information

Name CALVARY BAPTIST CHURCH

Address 1100 Niebuhr Street Brenham, Texas 77833

Telephone Number 979-836-5537 E-mail Address billy.sutherland@calvarybrenham.org

Agent or Engineer Information

Name RWG CONSTRUCTION MANAGEMENT, INC.

Address 307 South Baylor Street Brenham, Texas 77833

Telephone Number 979-836-7176 E-mail Address bobg@rwgconstruction.com

Location of Property

Street Address: 1100 Niebuhr Street Brenham, Texas 77833

Legal Description (attach metes and bounds description if not subdivided):

Subdivision: Refer to Survey Block(s): _____ Lot(s): _____

Zoning Information

Existing Zoning : same

Proposed Zoning: same

Reasons for requesting zone change:* Construct a three (3) vehicle garage replacing two (2) existing storage sheds in the same area.

Variance Information

Section of Code from which variance is described:* Construction on a Buffer Zone.

Describe variance requested:* Replace two (2) storage buildings with a three (3) vehicle garage

Reasons for requesting variance:* Purchase of new van and subsequent trailer.

Proposed Property Use

Describe in detail the proposed operation at this location:*

The Property use is for Church services and related activities.

The Permit is for the construction of a three (3) vehicle garage.

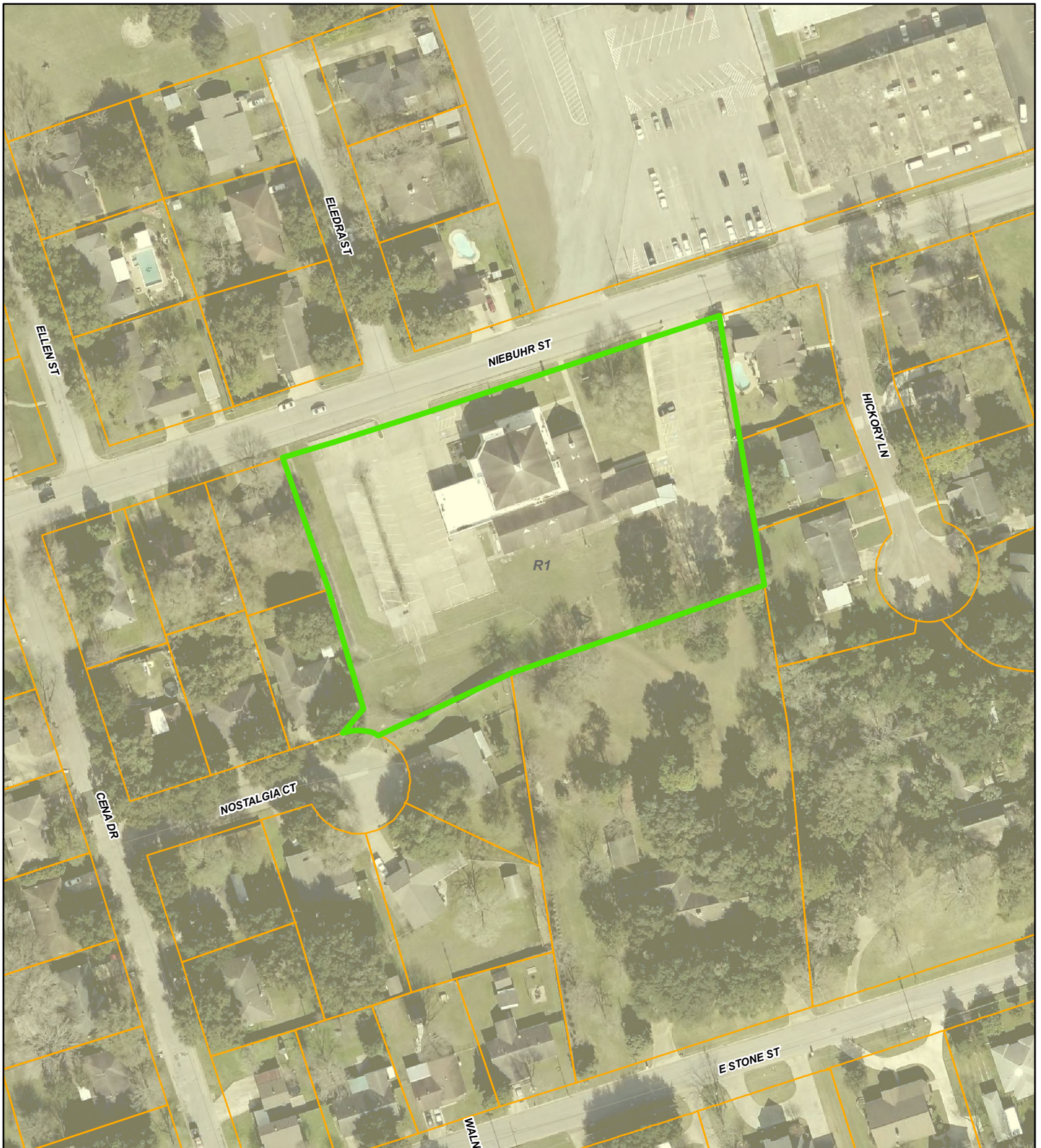
Construction Value \$ 42,000

Site plans are required for variance, special use, and plan review requests; please see Ordinance No. 0-05-007 for minimum site plan requirements.

I, Robert W. Grabarschick, being the owner (or authorized agent) of the above described property, do hereby certify the information set forth above is true and correct. I further request that the Planning & Zoning Commission/Board of Adjustments/Plan Review Committee review this matter and take appropriate action.

Owner
Robert W. Grabarschick, PRESIDENT
Agent
ARK CONST MGMT, INC.

Calvary Baptist Church



1 inch = 125 feet





AGENDA ITEM 8

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 29, 2017															
DEPT. OF ORIGIN: Development Services	SUBMITTED BY: Erik Smith															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☐ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☒ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION		☒ WORK SESSION	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:														
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING														
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION														
	☒ WORK SESSION															
AGENDA ITEM DESCRIPTION: Presentation, Discussion and Update on New Permitting Software for Development Services Department																
SUMMARY STATEMENT: Staff has been working with Tyler Technologies (Incode) to implement the EnerGov product line. This program will help us improve our overall customer service to our main clientele, contractors, in the Development Services Department. This program will provide an online portal for contractors to register with the City of Brenham. Once they are registered we will be able to issue permits for the type of project they are licensed for. Once they pull their permits they will be able to request inspections online through the online portal. Staff will be notified an inspection request has been received and will be able to assign the inspection to the inspector for the following business day. If inspections come in after hours staff will be able to print off a report of inspections when they get to work the following day. Our inspector will be able to approve inspections in the field as soon as the inspection has been completed. Prior to completion the inspector will add any notes to the inspection form which will be able to be viewed by the contractors. Staff intends to hold a training session with contractors who are routinely issued permits within the city limits. This will also be a great opportunity to get some of our more frequent customers registered into the new system. This program will improve our internal and external operations in a couple of ways: a. Automatic filing of permits and inspection forms in a digital system b. Online permitting and inspection requests provide convenience to contractors from having to call or come into City Hall to request inspections. We will still have a kiosk inside City Hall for contractors that want to come and have us assist them. c. Automatic inspection results will be shown to the contactor when they log in. d. This program is expandable to include our entire departmental operations including plan review and project maintenance in the future once we have been able to adapt to this new software internally and externally. e. This will free up time for the Development Services Department Administrative Assistant to focus on other tasks we need help with.																

Timeline for implementation: a. Assess and Define Visit – Week of May 15, 2017 b. Configuration Review – Week of June 19, 2017 c. UAT Training – Week of July 24, 2017 d. End User Training – Week of August 28, 2017 e. Go-Live Training – September 4, 2017
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Improves customers services, improves internal operations B. CONS:
ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS: (1) Informational guides
FUNDING SOURCE (Where Applicable): N/A
RECOMMENDED ACTION: No action required – discussion only
APPROVALS: Terry K. Roberts



EnerGov Citizen Self Service





Bring the Community to Community Development

The public's view of local government is important to community development. Citizen demands can push or sink local projects, as well as impact budgets and staff morale.

We understand that maintaining effective communication with your citizens and incorporating them into the community development process is vital to your organization.

Tyler's EnerGov™ Citizen Self Service Web portal gives constituents and contractors dynamic access to information and enables them to perform a wide range of tasks at the click of a button. Citizens and contractors can search for a parcel, apply for a permit, request an inspection, pay invoices and more — 24/7/365.

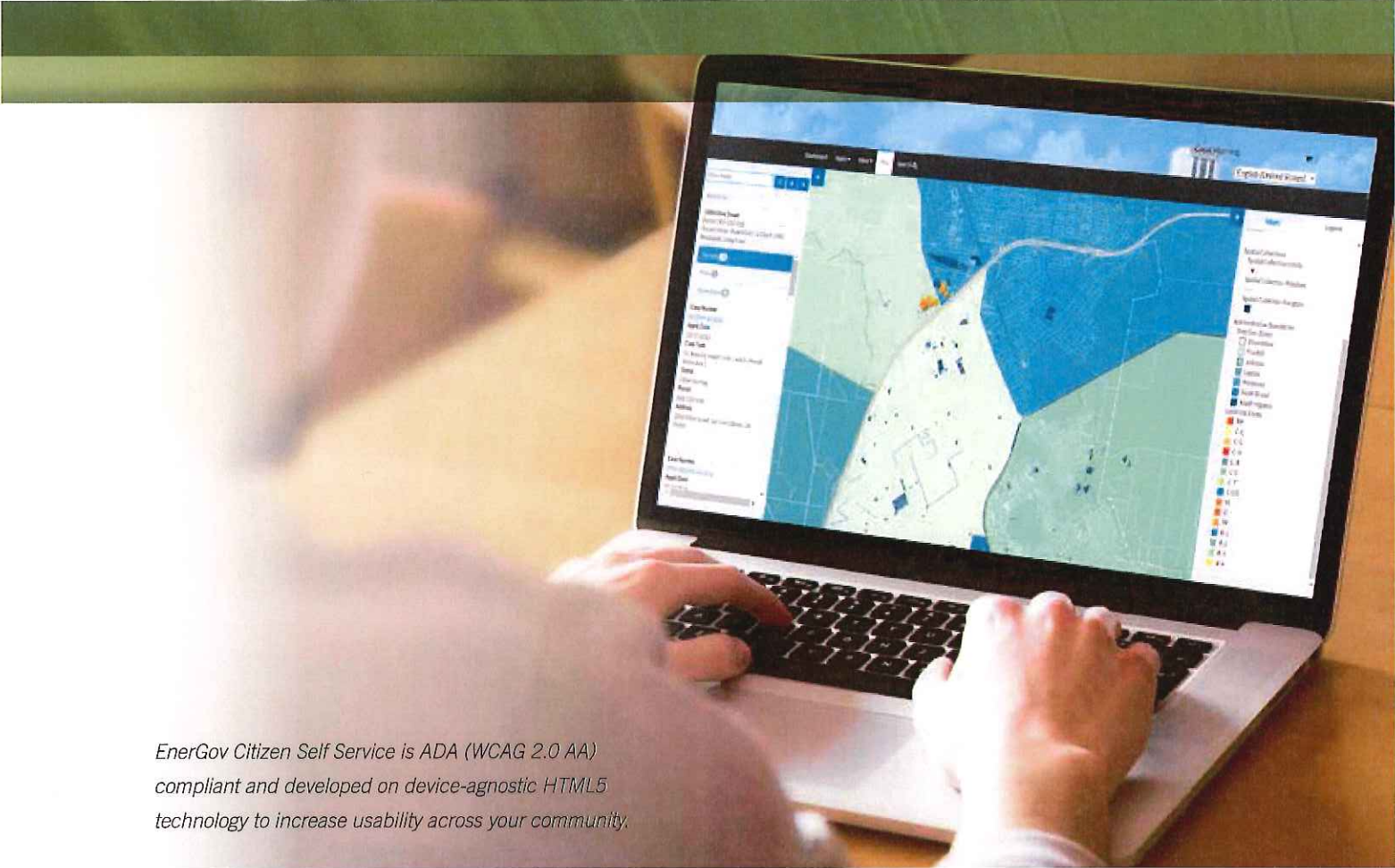
Empower Your Staff

Your staff's time is valuable. Minimize disruptions by improving citizens' and contractors' access to information and enabling them to execute key parts of the permitting process online.

Give your staff the ability to take back their day and concentrate on their core responsibilities while streamlining processes such as permit applications, fee payments and inspection requests.

Your staff will benefit from:

- Point-and-click administration interface with extensive configuration tools — no scripting necessary
- Global updates that can be quickly and easily changed
- Submittals, requests and payments updated in real time
- Prompts and required fields designed to steer applicants to appropriate permit types and prevent incomplete submittals



EnerGov Citizen Self Service is ADA (WCAG 2.0 AA) compliant and developed on device-agnostic HTML5 technology to increase usability across your community.

Empower Your Constituents

Citizens and contractors need an effective and efficient means of collaborating with your staff on community development.

Poor and outdated communication can lead to distrust and lack of faith in your organization. Encourage your constituents to use online tools that may be faster and easier than a phone call or visit.

Your constituents will benefit from:

- Powerful search capabilities utilizing both Esri® GIS and EnerGov data
- Ability to start and save permit or plan applications for submittal at a later date
- Online inspection requests allow contractors to request multiple inspections from numerous job sites in a single screen
- Shopping cart feature gives contractors the ability to add multiple itemized invoices at various times and across multiple devices to pay at their convenience



AGENDA ITEM 9

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 29, 2017	
DEPT. OF ORIGIN: Development Services	SUBMITTED BY: Erik Smith	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☐ REGULAR ☒ WORK SESSION	ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Presentation, Discussion and Update on Sign Ordinance		
SUMMARY STATEMENT: Staff last brought the sign ordinance to City Council on September 19, 2013. Staff did meet with the Board of Adjustments as direct by Council on December 8, 2014. The purpose of this workshop is to update Council on some issues and updates staff has identified from that time to date. Staff will go through a short presentation during our workshop and take questions once complete. Some of the items we will highlight include: - Obstacles with TXDOT right-of-way - Potential conflicts with a mutual maintenance agreement with TXDOT and a sign ordinance - Potential new "Pedestrian Zones" - Process staff intends to go through prior to bringing a proposed document back to City Council for their recommendation		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: None		
FUNDING SOURCE (Where Applicable): N/A		
RECOMMENDED ACTION: No action required – discussion only		
APPROVALS: Terry K. Roberts		



AGENDA ITEM 10

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 29, 2017															
DEPT. OF ORIGIN: Finance	SUBMITTED BY: Carolyn D. Miller															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☐ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☒ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION		☒ WORK SESSION	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:														
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☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION														
	☒ WORK SESSION															
AGENDA ITEM DESCRIPTION: Presentation, Discussion and Review of the FY2016-17 First Quarter Financial Report																
SUMMARY STATEMENT: See attached Financial Performance Report and Financial Statements for General Fund and Five Utility Funds																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) FY2016-17 First Quarter Financial Report from CFO; and (2) Financial Performance Reports for General Fund and Five Utility Funds																
FUNDING SOURCE (Where Applicable):																
RECOMMENDED ACTION: No action required – discussion only																
APPROVALS: Terry K. Roberts																



MEMORANDUM

To: Mayor, Council and City Manager

From: Carolyn D. Miller
Assistant City Manager - Chief Financial Officer

Subject: FY2016-17 First Quarter Financial Report

Date: April 6, 2017

The Finance Division is pleased to provide financial performance reports for the period ending December 31, 2016. The General Fund and the five major utility funds are presented. The General Fund includes a comparison of the first quarter actual versus the prior year and a comparison to budget. The utility funds include a first quarter comparison of actual to budget and a comparison to the annual budget. We are also presenting the Electric and Gas Funds without the impact of wholesale power/commodity costs and the associated pass-thru revenue.

Actual to Budget Comparison

Relative to budget, the City experienced favorable performance in all funds for the quarter ended December 31, 2016. The City of Brenham's financial performance continues to be positive and no unusual or unanticipated trends are noted.

FINANCIAL PERFORMANCE SUMMARY

Fund	For Period Ending December 31, 2016				
	YTD Revenues	YTD Expenditures	Actual Net Revenues (Loss)	Budgeted Net Revenues (Loss)	Actual to Budget Comparison
General	\$ 3,990,220	\$ 3,904,169	\$ 86,051	\$ (172,682)	\$ 258,733
Electric Distribution	\$ 1,686,644	\$ 1,663,683	\$ 22,961	\$ (23,288)	\$ 46,249
Gas Distribution	\$ 311,912	\$ 355,091	\$ (43,179)	\$ (45,614)	\$ 2,435
Water	\$ 1,100,818	\$ 1,010,544	\$ 90,273	\$ 4,538	\$ 85,736
Wastewater	\$ 907,384	\$ 880,850	\$ 26,535	\$ (796)	\$ 27,330
Sanitation	\$ 686,077	\$ 691,749	\$ (5,672)	\$ (30,656)	\$ 24,984

GENERAL FUND

The General Fund posted actual net revenues of \$86,051, compared to a budgeted net loss of (\$172,682). Revenues variances are noted below:

- Property taxes are higher than budget by \$30,917;
- Sales taxes are ahead by \$55,458; and
- Franchise tax paid to the General Fund is on target with budget.

Transfers from the utility funds for shared services are lower than budget by \$75,711 due to lower operating costs for these General Fund departments.

Operating expenditures were favorable to budget by \$286,045 and specific categories are detailed below:

- Over 75% of the variance is attributable to Personnel which is under budget by \$216,418 from vacant positions in the Fire Department, Police Department, Streets, Information Technology, Parks, and Aquatics;
- Supplies are under budget by \$18,227 due primarily to lower fuel costs;
- Maintenance category is under budget by \$23,110 due to contra-expense for equipment used for capital street projects; and
- Sundry category is favorable by \$20,516 due to the savings from liability/casualty insurance renewal and the unallocated portion of the city manager's contingency.

Capital expenditures are tracked in Fund 236 Equipment Fund and are presented in Exhibit I.

ELECTRIC DISTRIBUTION

The Electric Fund had favorable distribution net revenues of \$22,961 for the first quarter as compared to budgeted loss of (\$23,288). Detail information is provided below:

- Total revenues were higher than budget by \$32,421;
- Departmental expenditures were slightly favorable to budget by \$20,182;
- Franchise taxes paid to the General Fund were higher than budget by \$7,153; and
- Transfers to General Fund for shared services were lower than budget by \$27,523.

Capital expenditures are shown on the second page of the 1st quarter financial report.

GAS DISTRIBUTION

For the first quarter, the Gas Fund distribution posted unfavorable net revenues of (\$43,179) which was better compared to the budgeted loss of (\$45,614). Detail information is provided below:

- Total revenues were lower than budget by \$30,853 due to mild winter weather and the delayed startup of Valmont galvanizing plant;
- Departmental expenditures were lower than budget by \$8,548;
- Franchise taxes paid to the General Fund were lower than budget by \$13,819; and
- Transfers to General Fund for shared services were lower than budget by \$11,359.

Capital expenditures are shown on the second page of the 1st quarter financial report.

WATER FUND

The Water Fund experienced favorable net revenues of \$90,274 for the first quarter, which was higher than the budgeted performance of \$4,538. Detail information is provided below:

- On the volume side, water consumption was higher than budget by 9.2 million gallons and revenues were favorable to budget by \$16,535;

WATER FUND (continued)

- Other revenues were unfavorable by (\$48,098) due to the loss on disposal of the lake generator which was replaced;
- Department expenditures were unfavorable to budget by (\$44,773) due primarily to bond issuance costs of \$111,105 from the GO Refunding bonds which were issued in October 2016; and
- Transfers to General Fund for shared services were lower than budget by \$15,110.

Capital expenditures are shown on the second page of the 1st quarter financial report.

WASTEWATER FUND

Net revenues for the Wastewater Fund were \$26,534 for the first quarter compared to budgeted performance of (\$796). Detail information is provided below:

- Utility revenues were ahead of budget by \$43,886 due to higher volumes of treated effluent in the commercial and multi-occupancy lines;
- Other revenues are down by (\$6,604) due to lower sewage from outside haulers;
- Departmental expenditures were lower than budget by \$30,984; and
- Transfers to General Fund for shared services were lower than budget by \$9,583.

Capital expenditures are shown on the second page of the 1st quarter financial report.

SANITATION FUND

The combined operations of the Sanitation Fund posted unfavorable net revenues of (\$5,672) for the first quarter compared to budgeted performance of (\$30,656). In the Sanitation Fund, operating resources are derived from four business units: Residential Collections, Collection Station, Transfer Station and Recycling Center.

- Revenues for the Transfer Station were unfavorable to budget by \$44,318 due to significantly lower tonnage from Progressive Waste; Collection Station revenues were favorable by \$4,864; Recycling Center revenues were even with budget; and Residential Collection revenues were behind budget \$5,459;
- Combined departmental expenditures were favorable to budget by \$66,540; and
- Transfers to General Fund for shared services were lower than budget by \$9,798.

Capital expenditures are shown on the second page of the 1st quarter financial report.

CONCLUSION

As noted in the opening paragraph, the actual to budget variance was favorable in all funds for the first quarter of FY17. The City of Brenham's financial performance continues to be positive and no unusual or unanticipated trends are noted.

After you have reviewed this quarterly financial performance report, should you have any questions or comments prior to the council meeting, please do not hesitate to contact Terry Roberts, Lowell Ogle, Debbie Gaffey or me directly.

NOTE: The financial performance reports for the General Fund and five utility funds are attached to this memorandum, and are an integral part of the quarterly financial performance report.

GENERAL FUND

1ST QUARTER PERFORMANCE



EXHIBIT A

TOTAL OPERATING RESOURCES

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)		YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE		BUD FY17	ACT FY17	VARIANCE
REVENUES						
2,361,525	2,550,481	188,956	PROPERTY TAX	2,468,039	2,550,481	82,443
(1,522,925)	(1,594,028)	(71,103)	- DEFERRED PROP TAX (1)	(1,542,502)	(1,594,028)	(51,526)
1,237,616	1,235,061	(2,555)	SALES TAX (2)	1,179,604	1,235,061	55,458
536,920	591,280	54,360	UTILITIES FRANCHISE TAX	587,873	591,280	3,407
4,557	5,042	484	OTHER TAXES	5,918	5,042	(876)
2,617,694	2,787,836	170,142	SUBTOTAL TAXES	2,698,930	2,787,836	88,906
217,496	204,567	(12,929)	LICENSES, PERMITS & FEES	204,153	204,567	413
145,468	56,586	(88,882)	MISCELLANEOUS	56,141	56,586	444
16,631	17,304	672	AQUATICS	16,715	17,304	589
5,008	6,218	1,210	ANIMAL CONTROL	5,526	6,218	692
3,002,296	3,072,510	70,214	TOTAL REVENUES	2,981,466	3,072,510	91,044
740,301	833,016	92,715	TRANSFERS-IN	908,727	833,016	(75,711)
87,271	84,694	(2,576)	INTERLOCAL AGREEMENTS	83,835	84,694	859
3,829,868	3,990,220	160,353	TOTAL OP RESOURCES	3,974,028	3,990,220	16,192

(1) Approximately 67% of property tax revenue is collected in the first quarter. A portion is deferred to cover operating expenditures later in the year.

(2) Reflects October 2016 to December 2016 sales tax collected in December 2016 to February 2017.

EXHIBIT B

TOTAL USES OF OPERATING RESOURCES

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)		YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE		BUD FY17	ACT FY17	VARIANCE
EXPENDITURES						
3,552,389	3,660,032	(107,643)	OPERATING DEPTS	3,946,078	3,660,032	286,045
118,455	232,930	(114,474)	NON-DEPT DIRECT	190,711	232,930	(42,219)
7,890	11,208	(3,318)	NON-DEPT MISC (3)	9,922	11,208	(1,286)
3,678,734	3,904,169	(225,435)	TOTAL EXPENDITURES	4,146,711	3,904,169	242,541
0	0	0	TRANSFERS-OUT	0	0	0
3,678,734	3,904,169	(225,435)	TOTAL USES OP RESOURCES	4,146,711	3,904,169	242,541

(3) Excludes uncollectible accounts.

GENERAL FUND

1ST QUARTER PERFORMANCE



EXHIBIT C

NET REVENUES

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)		YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE		BUD FY17	ACT FY17	VARIANCE
3,829,868	3,990,220	160,353	TOTAL OP RESOURCES	3,974,028	3,990,220	16,192
3,678,734	3,904,169	(225,435)	TOTAL USES OP RESOURCES	4,146,711	3,904,169	242,541
151,134	86,051	(65,083)	NET REVENUES	(172,682)	86,051	258,733

EXHIBIT D

UNRESTRICTED FUND BALANCE

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)		YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE		BUD FY17	ACT FY17	VARIANCE
4,018,236	4,113,901	95,664	BEGINNING BALANCE	4,113,901	4,113,901	0
151,134	86,051	(65,083)	NET REVENUES	(172,682)	86,051	258,733
0	0	0	NON-BUDGET/CAFR ADJS	0	0	0
4,169,370	4,199,951	30,581	ENDING BALANCE	3,941,218	4,199,951	258,733

EXHIBIT E

DAYS COVERAGE

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)		YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE		BUD FY17	ACT FY17	VARIANCE
			CALCULATION			
3,002,296	3,072,510	70,214	REVENUES	2,981,466	3,072,510	91,044
87,271	84,694	(2,576)	INTERLOCAL AGREEMENTS	83,835	84,694	859
3,089,567	3,157,204	67,637	TOTAL RESOURCES	3,065,301	3,157,204	91,903
33,858	34,599	741	RESOURCES PER DAY (365) (4)	33,592	34,599	1,007
4,169,370	4,199,951	30,581	ACTUAL RESERVES	3,941,218	4,199,951	258,733
3,047,244	3,113,955	66,711	90-DAY POLICY	3,023,311	3,113,955	90,644
1,122,126	1,085,997	(36,129)	EXCESS/(SHORTFALL)	917,907	1,085,997	168,089
123	121	(2)	DAYS COVERAGE	117	121	4

(4) Annualized

GENERAL FUND
1ST QUARTER PERFORMANCE



EXHIBIT F

DEPARTMENT EXPENDITURES BY CATEGORY

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)		YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE		BUD FY17	ACT FY17	VARIANCE
			EXPENSE CATEGORY			
2,397,578	2,410,953	(13,375)	PERSONNEL	2,627,372	2,410,953	216,418
181,469	169,729	11,740	SUPPLIES	187,956	169,729	18,227
153,062	140,768	12,294	MAINTENANCE	163,878	140,768	23,110
498,235	551,530	(53,295)	SERVICES	554,949	551,530	3,419
31,855	107,420	(75,565)	CAPITAL	111,776	107,420	4,356
290,190	279,631	10,558	SUNDRY	300,147	279,631	20,516
3,552,389	3,660,032	(107,643)	TOTAL	3,946,078	3,660,032	286,045

EXHIBIT G

DEPARTMENT EXPENDITURES BY DEPARTMENT

ACTUAL VERSUS PRIOR YEAR				ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)		YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE		BUD FY17	ACT FY17	VARIANCE
DEPARTMENT						
242,443	213,830	28,613	DEPT 121 - ADMINISTRATION	242,628	213,830	28,798
102,868	105,545	(2,677)	DEPT 122 - COMMUNITY DEVELOPMENT	109,358	105,545	3,813
33,751	50,407	(16,656)	DEPT 123 - HUMAN RESOURCES	50,601	50,407	194
31,724	34,564	(2,839)	DEPT 125 - MAIN STREET	34,874	34,564	310
6,914	29,867	(22,953)	DEPT 128 - ENGINEERING SERVICES	46,173	29,867	16,305
145,173	149,908	(4,736)	DEPT 131 - MAINTENANCE	159,366	149,908	9,458
237,134	236,959	175	DEPT 133 - FINANCE	240,039	236,959	3,080
70,185	68,055	2,130	DEPT 135 - PURCHASING/WAREHOUSE	70,562	68,055	2,507
274,671	196,505	78,166	DEPT 141 - STREETS	275,179	196,505	78,674
231,779	264,897	(33,118)	DEPT 144 - PARKS	280,891	264,897	15,994
92,112	166,400	(74,288)	DEPT 146 - LIBRARY	167,480	166,400	1,080
17,130	13,867	3,263	DEPT 148 - AIRPORT	14,118	13,867	251
68,865	88,197	(19,331)	DEPT 049 - COMMUNITY PRGRMS/MKTING	90,049	88,197	1,852
126,771	160,337	(33,567)	DEPT 149 - AQUATIC CENTER	176,413	160,337	16,076
196,462	210,638	(14,175)	DEPT 050 - CITY COMMUNICATIONS	211,911	210,638	1,273
913,049	926,321	(13,272)	DEPT 151 - POLICE	970,334	926,321	44,013
399,857	392,278	7,578	DEPT 152 - FIRE	427,604	392,278	35,326
74,031	78,873	(4,842)	DEPT 154 - ANIMAL SHELTER/CONTROL	86,664	78,873	7,792
109,125	110,534	(1,409)	DEPT 155 - MUNICIPAL COURT	110,920	110,534	386
64,739	63,914	825	DEPT 167 - GENERAL GOVT SERVICES	64,393	63,914	479
113,607	98,136	15,470	DEPT 172 - INFORMATION TECHNOLOGY	116,521	98,136	18,385
3,552,389	3,660,032	(107,643)	TOTAL	3,946,078	3,660,032	286,045

GENERAL FUND
1ST QUARTER PERFORMANCE



EXHIBIT H

CAPITAL EXPENDITURE DETAIL

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)	YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE	BUD FY17	ACT FY17	VARIANCE
ITEM					
878	0	878	0	0	0
30,978	35,361	(4,384)	37,500	35,361	2,139
0	6,500	(6,500)	5,500	6,500	(1,000)
0	1,336	(1,336)	1,500	1,336	164
0	3,271	(3,271)	0	3,271	(3,271)
0	11,799	(11,799)	11,800	11,799	1
0	3,705	(3,705)	4,000	3,705	295
0	10,851	(10,851)	10,000	10,851	(851)
0	1,956	(1,956)	5,000	1,956	3,044
0	17,265	(17,265)	18,000	17,265	736
0	11,632	(11,632)	14,700	11,632	3,068
0	248	(248)	0	248	(248)
0	1,978	(1,978)	2,076	1,978	98
0	1,520	(1,520)	1,700	1,520	180
31,855	107,420	(75,565)	111,776	107,420	4,356
TOTAL					

EXHIBIT I

CAPITAL EXPENDITURE DETAIL - FUND 236 EQUIPMENT FUND

ACTUAL VERSUS PRIOR YEAR			ACTUAL VERSUS BUDGET		
YTD	YTD	FAV/(UNFAV)	YTD	YTD	FAV/(UNFAV)
ACT FY16	ACT FY17	VARIANCE	BUD FY17	ACT FY17	VARIANCE
ITEM					
6,878	0	6,878	0	0	0
909	0	909	0	0	0
43,676	0	43,676	0	0	0
0	3,300	(3,300)	57,728	3,300	54,428
0	11,325	(11,325)	15,000	11,325	3,675
0	49,438	(49,438)	240,000	49,438	190,562
51,463	64,063	(12,600)	312,728	64,063	248,665
TOTAL					

CITY OF BRENHAM
ELECTRIC FUND DISTRIBUTION
FY17 1ST QUARTER PERFORMANCE

\$	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
FUNDING RESOURCES FROM CURRENT OPERATIONS						
REVENUES						
DISTRIBUTION CONSUMPTION REVENUES	1,396,527	1,370,034	26,493	1.9%	5,800,594	24.1%
OTHER DISTRIBUTION REVENUES	140,732	134,805	5,927	4.4%	542,234	26.0%
TOTAL DISTRIBUTION REVENUES	1,537,259	1,504,839	32,421	2.2%	6,342,828	24.2%
TRANSFERS-IN	149,385	156,429	(7,044)	-4.5%	601,895	24.8%
TOTAL FUNDING RESOURCES	1,686,644	1,661,268	25,376	1.5%	6,944,723	24.3%
USES OF FUNDING RESOURCES BEFORE CAPITAL REQ						
OPERATING EXPENDITURES						
DEPARTMENT EXPENDITURES (DEPTS 100, 110, 132, 160, 161)						
- PERSONNEL & BENEFITS	456,833	477,234	20,401	4.3%	2,097,163	21.8%
- SUPPLIES (FUEL, COMPUTERS, ETC)	32,030	38,257	6,227	16.3%	128,052	25.0%
- MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	13,357	20,205	6,848	33.9%	104,050	12.8%
- SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	134,031	110,159	(23,872)	-21.7%	391,756	34.2%
- NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	8,169	11,150	2,981	26.7%	27,250	30.0%
- SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	24,852	32,450	7,598	23.4%	141,840	17.5%
TOTAL DEPARTMENT EXPENDITURES	669,273	689,455	20,182	2.9%	2,890,111	23.2%
FRANCHISE FEE (27% CONSUMPTION REVENUES)	377,062	369,909	(7,153)	-1.9%	1,566,160	24.1%
TRANSFERS TO GENERAL FUND (FOR SHARED SERVICES)	462,862	490,385	27,523	5.6%	1,799,073	25.7%
TOTAL OPERATING EXPENDITURES	1,509,197	1,549,749	40,552	2.6%	6,255,344	24.1%
DEBT SERVICE						
CURRENT DEBT SCHEDULE (ACCRUAL BASIS)	37,788	38,757	969	2.5%	146,897	25.7%
TOTAL USES OF FUNDING RESOURCES BEFORE CAPITAL REQ	1,546,985	1,588,506	41,521	2.6%	6,402,241	24.2%
NET FUNDING RESOURCES (LOSS) BEFORE CAP REQ	139,660	72,762	66,897	91.9%	542,482	25.7%
CAPITAL - REVENUE OR RESERVE FUNDING REQUIREMENTS	116,698	96,050	(20,648)	-21.5%	739,350	15.8%
RESERVE CONTRIBUTIONS (RESERVE USES)	22,961	(23,288)	46,249	-198.6%	(196,868)	-11.7%
POWER COSTS OVER/(UNDER) COLLECTION	343,095	(153,879)	(496,974)	323.0%	96,659	355.0%

CITY OF BRENHAM
ELECTRIC FUND DISTRIBUTION
FY17 1ST QUARTER PERFORMANCE

\$	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
DEPARTMENTS EXPENDITURES DETAIL						
100 NON-DEPT DIRECT						
SERVICES <i>(BOND ISSUE COSTS)</i>	45,885	0	(45,885)	NA	0	NA
110 NON-DEPT MISC						
SUNDRY <i>(UNCOLLECTIBLE ACCTS, INVENTORY ADJ, CREDIT CD FEES)</i>	7,613	3,000	(4,613)	-153.8%	84,000	9.1%
132 UTILITY BILLING/CUSTOMER SVC						
PERSONNEL	71,597	78,265	6,668	8.5%	347,644	20.6%
SUPPLIES	14,408	16,408	2,000	12.2%	47,780	30.2%
MAINTENANCE	0	0	0	NA	0	NA
SERVICES	48,233	25,219	(23,014)	-91.3%	70,281	68.6%
NON CAPITAL	556	0	(556)	NA	1,700	32.7%
CAPITAL	0	0	0	NA	0	NA
SUNDRY	28	300	272	90.8%	2,700	1.0%
TOTAL	134,822	120,192	(14,630)	-12.2%	470,105	28.7%
160 PUBLIC UTILITIES						
PERSONNEL	183,906	188,539	4,633	2.5%	828,822	22.2%
SUPPLIES	2,651	7,125	4,474	62.8%	23,121	11.5%
MAINTENANCE	38	55	17	31.5%	1,000	3.8%
SERVICES	22,224	60,323	38,099	63.2%	65,754	33.8%
NON CAPITAL	1,520	1,700	180	10.6%	1,700	89.4%
CAPITAL <i>(REPLACEMENT OF SCADA RADIO SYSTEM PHASE 1)</i>	0	0	0	NA	18,000	0.0%
SUNDRY	3,326	4,250	924	21.7%	13,300	25.0%
TOTAL	213,664	261,992	48,328	18.4%	951,697	22.5%
161 ELECTRIC						
PERSONNEL	201,331	210,430	9,100	4.3%	920,697	21.9%
SUPPLIES	14,971	14,724	(247)	-1.7%	57,151	26.2%
MAINTENANCE	13,320	20,150	6,830	33.9%	103,050	12.9%
SERVICES	17,690	24,617	6,927	28.1%	255,721	6.9%
NON CAPITAL	6,093	9,450	3,357	35.5%	23,850	25.5%
CAPITAL <i>(SEE BELOW)</i>	116,698	96,050	(20,648)	-21.5%	721,350	16.2%
SUNDRY	13,885	24,900	11,015	44.2%	41,840	33.2%
TOTAL	383,987	400,321	16,334	4.1%	2,123,659	18.1%
161 ELECTRIC CAPITAL DETAIL						
UTILITY LINES	20,685	35,000	14,315	40.9%	143,000	14.5%
UTILITY LINE-CONTINGENCY	39,490	16,200	(23,290)	-143.8%	65,000	60.8%
UTILITY LINES-CONTRACTORS	43	0	(43)	NA	210,000	0.0%
TRANSFORMERS	51,874	36,000	(15,874)	-44.1%	170,000	30.5%
METERS	1,673	2,400	727	30.3%	10,000	16.7%
SVC INSTALL	536	2,400	1,864	77.7%	10,000	5.4%
STREET LIGHTS/SIGNALS	2,397	2,550	153	6.0%	10,000	24.0%
VEHICLES/LARGE EQUIPMENT	0	0	0	NA	86,950	0.0%
SCADA/COMMUNICATIONS	0	1,500	1,500	100.0%	6,400	0.0%
FIBER EXPANSION	0	0	0	NA	10,000	0.0%
TOTAL	116,698	96,050	(20,648)	-21.5%	721,350	16.2%

CITY OF BRENHAM
GAS FUND DISTRIBUTION
FY17 1ST QUARTER PERFORMANCE

	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
\$						
FUNDING RESOURCES FROM CURRENT OPERATIONS						
REVENUES						
DISTRIBUTION CONSUMPTION REVENUES	303,351	338,690	(35,339)	-10.4%	1,596,368	19.0%
OTHER DISTRIBUTION REVENUES	8,561	4,075	4,486	110.1%	16,300	52.5%
TOTAL DISTRIBUTION REVENUES	311,912	342,765	(30,853)	-9.0%	1,612,668	19.3%
TRANSFERS-IN	0	0	0	NA	3,700	0.0%
TOTAL FUNDING RESOURCES	311,912	342,765	(30,853)	-9.0%	1,616,368	19.3%
USES OF FUNDING RESOURCES BEFORE CAPITAL REQ						
OPERATING EXPENDITURES						
DEPARTMENT EXPENDITURES <i>(DEPTS 100, 110, 162)</i>						
- PERSONNEL & BENEFITS	82,722	89,734	7,012	7.8%	394,379	21.0%
- SUPPLIES <i>(FUEL, COMPUTERS, ETC)</i>	2,505	6,815	4,310	63.2%	18,961	13.2%
- MAINTENANCE <i>(VEHICLES, EQUIPMENT, PLANT, ETC)</i>	6,532	7,076	544	7.7%	33,450	19.5%
- SERVICES <i>(UTILITIES, CONSULTANTS, CONTRACTS, ETC)</i>	9,903	8,598	(1,305)	-15.2%	130,344	7.6%
- NON CAPITAL <i>(SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)</i>	12,045	12,670	625	4.9%	23,670	50.9%
- SUNDRY <i>(UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)</i>	6,337	3,698	(2,639)	-71.4%	12,955	48.9%
TOTAL DEPARTMENT EXPENDITURES	120,044	128,591	8,548	6.6%	613,759	19.6%
FRANCHISE FEE <i>(7% CONSUMPTION REVENUES)</i>	43,303	57,122	13,819	24.2%	257,354	16.8%
TRANSFERS TO GENERAL FUND <i>(FOR SHARED SERVICES)</i>	87,546	98,905	11,359	11.5%	385,103	22.7%
TRANSFERS TO ELECTRIC FUND <i>(FOR SHARED SERVICES)</i>	43,329	47,109	3,780	8.0%	175,594	24.7%
TOTAL OPERATING EXPENDITURES	294,221	331,726	37,505	11.3%	1,431,810	20.5%
DEBT SERVICE						
CURRENT DEBT SCHEDULE <i>(ACCRUAL BASIS)</i>	678	678	0	0.0%	982	69.0%
TOTAL USES OF FUNDING RESOURCES BEFORE CAPITAL REQ	294,899	332,404	37,505	11.3%	1,432,792	20.6%
NET FUNDING RESOURCES (LOSS) BEFORE CAP REQ	17,013	10,361	6,652	64.2%	183,576	9.3%
CAPITAL - REVENUE OR RESERVE FUNDING REQUIREMENTS	60,192	55,975	(4,217)	-7.5%	122,146	49.3%
RESERVE CONTRIBUTIONS (RESERVE USES)	(43,179)	(45,614)	2,435	-5.3%	61,430	-70.3%
COMMODITY COSTS OVER/(UNDER) COLLECTION	(49,380)	(60,582)	(11,202)	18.5%	20,595	-239.8%

**CITY OF BRENHAM
GAS FUND DISTRIBUTION
FY17 1ST QUARTER PERFORMANCE**

\$	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
DEPARTMENTS EXPENDITURES DETAIL						
110 NON-DEPT MISC						
SUNDRY (UNCOLLECTIBLE ACCTS, INVENTORY ADJ, CREDIT CD FEES)	416	500	84	16.9%	7,000	5.9%
160 GAS CAPITAL DETAIL						
UTILITY LINES	0	30,000	30,000	100.0%	45,746	0.0%
UTILITY LINE-CONTINGENCY	31,128	2,500	(28,628)	-1145.1%	26,000	119.7%
METERS	11,876	5,100	(6,776)	NA	20,400	58.2%
SVC INSTALL	2,598	2,500	(98)	-3.9%	10,000	26.0%
GAS REGULATORS	1,041	1,375	334	24.3%	5,500	18.9%
VEHICLES/LARGE EQUIPMENT	13,548	14,500	952	6.6%	14,500	93.4%
TOTAL	60,192	55,975	(4,217)	-7.5%	122,146	49.3%

CITY OF BRENHAM
WATER FUND
FY17 1ST QUARTER PERFORMANCE

	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
\$						
FUNDING RESOURCES FROM CURRENT OPERATIONS						
REVENUES						
CONSUMPTION REVENUES	1,117,866	1,101,331	16,535	1.5%	4,155,640	26.9%
OTHER REVENUES	(17,048)	31,050	(48,098)	-154.9%	400,700	-4.3%
TOTAL DISTRIBUTION REVENUES	1,100,818	1,132,381	(31,564)	-2.8%	4,556,340	24.2%
TRANSFERS-IN	0	0	0	NA	15,200	0.0%
TOTAL FUNDING RESOURCES	1,100,818	1,132,381	(31,564)	-2.8%	4,571,540	24.1%
USES OF FUNDING RESOURCES BEFORE CAPITAL REQ						
OPERATING EXPENDITURES						
DEPARTMENT EXPENDITURES <i>(DEPTS 100, 110, 163, 164)</i>						
- PERSONNEL & BENEFITS	154,715	158,172	3,457	2.2%	692,544	22.3%
- SUPPLIES <i>(FUEL, COMPUTERS, ETC)</i>	48,234	74,099	25,865	34.9%	315,898	15.3%
- MAINTENANCE <i>(VEHICLES, EQUIPMENT, PLANT, ETC)</i>	18,891	56,793	37,902	66.7%	235,150	8.0%
- SERVICES <i>(UTILITIES, CONSULTANTS, CONTRACTS, ETC)</i>	184,783	81,325	(103,458)	-127.2%	360,428	51.3%
- NON CAPITAL <i>(SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)</i>	22,205	12,250	(9,955)	-81.3%	57,915	38.3%
- SUNDRY <i>(UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)</i>	8,604	10,021	1,417	14.1%	35,577	24.2%
TOTAL DEPARTMENT EXPENDITURES	437,433	392,660	(44,773)	-11.4%	1,697,512	25.8%
FRANCHISE FEE <i>(7% CONSUMPTION REVENUES)</i>	78,251	77,093	(1,158)	-1.5%	290,895	26.9%
PURCHASE COSTS <i>(4200 ACRE FEET)</i>	75,600	75,600	0	0.0%	302,400	25.0%
TRANSFERS TO GENERAL FUND <i>(FOR SHARED SERVICES)</i>	88,469	103,579	15,110	14.6%	409,515	21.6%
TRANSFERS TO ELECTRIC FUND <i>(FOR SHARED SERVICES)</i>	56,002	56,857	855	1.5%	215,307	26.0%
TOTAL OPERATING EXPENDITURES	735,755	705,790	(29,965)	-4.2%	2,915,629	25.2%
DEBT SERVICE						
CURRENT DEBT SCHEDULE <i>(ACCRUAL BASIS)</i>	191,468	219,149	27,681	12.6%	875,354	21.9%
TOTAL USES OF FUNDING RESOURCES BEFORE CAPITAL REQ	927,222	924,939	(2,284)	-0.2%	3,790,983	24.5%
NET FUNDING RESOURCES (LOSS) BEFORE CAP REQ	173,595	207,443	(33,847)	-16.3%	780,557	22.2%
CAPITAL - REVENUE OR RESERVE FUNDING REQUIREMENTS	83,322	202,905	119,583	58.9%	788,108	10.6%
RESERVE CONTRIBUTIONS (RESERVE USES)	90,274	4,538	85,736	1889.2%	(7,551)	-1195.5%

CITY OF BRENHAM
WATER FUND
FY17 1ST QUARTER PERFORMANCE

	YTD				ANNUAL	YTD ACTUAL
\$	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
DEPARTMENTS EXPENDITURES DETAIL						
100 NON-DEPT DIRECT						
SERVICES (BOND AGT FEES & ISSUANCE COSTS)	111,105	0	(111,105)	NA	750	14814.0%
110 NON-DEPT MISC						
SUNDRY (UNCOLLECTIBLE ACCTS & INVENTORY ADJ)	2,133	2,500	367	14.7%	17,500	12.2%
163 WATER TREATMENT DEPT						
PERSONNEL & BENEFITS	102,279	104,535	2,255	2.2%	457,963	22.3%
SUPPLIES (FUEL, COMPUTERS, ETC)	45,431	68,749	23,318	33.9%	297,815	15.3%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	5,732	33,643	27,911	83.0%	142,600	4.0%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	70,855	74,603	3,748	5.0%	311,264	22.8%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	0	0	0	NA	30,000	0.0%
CAPITAL (SEE BELOW)	55,387	137,970	82,583	59.9%	492,970	11.2%
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	4,440	5,148	708	13.8%	11,264	39.4%
TOTAL	284,123	424,648	140,525	33.1%	1,743,876	16.3%
164 WATER CONSTRUCTION DEPT						
PERSONNEL & BENEFITS	52,436	53,637	1,202	2.2%	234,581	22.4%
SUPPLIES (FUEL, COMPUTERS, ETC)	2,804	5,350	2,546	47.6%	18,083	15.5%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	13,159	23,150	9,991	43.2%	92,550	14.2%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	2,823	6,722	3,898	58.0%	48,414	5.8%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	22,205	12,250	(9,955)	-81.3%	27,915	79.5%
CAPITAL (SEE BELOW)	27,935	64,935	37,000	57.0%	295,138	9.5%
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	2,031	2,373	342	14.4%	6,813	29.8%
TOTAL	123,393	168,417	45,024	26.7%	723,494	17.1%
163 WATER TREATMENT CAPITAL DETAIL						
UTILITY PLANTS	12,317	95,000	82,683	87.0%	450,000	2.7%
MACHINERY/EQUIPMENT	43,070	42,970	(100)	-0.2%	42,970	100.2%
TOTAL	55,387	137,970	82,583	59.9%	492,970	11.2%
164 WATER CONSTRUCTION CAPITAL DETAIL						
UTILITY LINES	0	39,535	39,535	100.0%	158,138	0.0%
UTILITY LINE-CONTINGENCY	2,644	12,400	9,756	78.7%	50,000	5.3%
METERS	11,143	8,000	(3,143)	-39.3%	30,000	37.1%
SVC INSTALL	14,148	5,000	(9,148)	-183.0%	19,000	74.5%
VEHICLES/LARGE EQUIPMENT	0	0	0	NA	38,000	0.0%
TOTAL	27,935	64,935	37,000	57.0%	295,138	9.5%

**CITY OF BRENHAM
WASTEWATER FUND
FY17 1ST QUARTER PERFORMANCE**

\$	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
FUNDING RESOURCES FROM CURRENT OPERATIONS						
REVENUES						
CONSUMPTION REVENUES	876,433	832,547	43,886	5.3%	3,330,188	26.3%
OTHER REVENUES	30,951	37,555	(6,604)	-17.6%	155,721	19.9%
TOTAL DISTRIBUTION REVENUES	907,384	870,102	37,281	4.3%	3,485,909	26.0%
TRANSFERS-IN	0	0	0	NA	6,000	0.0%
TOTAL FUNDING RESOURCES	907,384	870,102	37,281	4.3%	3,491,909	26.0%
USES OF FUNDING RESOURCES BEFORE CAPITAL REQ						
OPERATING EXPENDITURES						
DEPARTMENT EXPENDITURES <i>(DEPTS 100, 110, 165, 166)</i>						
- PERSONNEL & BENEFITS	93,493	115,390	21,897	19.0%	502,548	18.6%
- SUPPLIES <i>(FUEL, COMPUTERS, ETC)</i>	31,089	33,065	1,976	6.0%	121,090	25.7%
- MAINTENANCE <i>(VEHICLES, EQUIPMENT, PLANT, ETC)</i>	72,326	99,252	26,926	27.1%	206,580	35.0%
- SERVICES <i>(UTILITIES, CONSULTANTS, CONTRACTS, ETC)</i>	114,771	86,913	(27,858)	-32.1%	534,442	21.5%
- NON CAPITAL <i>(SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)</i>	6,034	16,272	10,238	62.9%	21,572	28.0%
- SUNDRY <i>(UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)</i>	23,534	21,338	(2,196)	-10.3%	33,738	69.8%
TOTAL DEPARTMENT EXPENDITURES	341,246	372,230	30,984	8.3%	1,419,970	24.0%
FRANCHISE FEE <i>(7% CONSUMPTION REVENUES)</i>	61,351	58,278	(3,073)	-5.3%	233,113	26.3%
TRANSFERS TO GENERAL FUND <i>(FOR SHARED SERVICES)</i>	55,952	65,535	9,583	14.6%	259,149	21.6%
TRANSFERS TO ELECTRIC FUND <i>(FOR SHARED SERVICES)</i>	30,313	30,776	463	1.5%	116,542	26.0%
TOTAL OPERATING EXPENDITURES	488,862	526,820	37,958	7.2%	2,028,774	24.1%
DEBT SERVICE						
CURRENT DEBT SCHEDULE <i>(ACCRUAL BASIS)</i>	334,956	339,916	4,960	1.5%	1,363,229	24.6%
TOTAL USES OF FUNDING RESOURCES BEFORE CAPITAL REQ	823,818	866,736	42,919	5.0%	3,392,003	24.3%
NET FUNDING RESOURCES (LOSS) BEFORE CAP REQ	83,566	3,366	80,200	2382.7%	99,906	83.6%
CAPITAL - REVENUE OR RESERVE FUNDING REQUIREMENTS	57,032	4,162	(52,870)	-1270.3%	110,710	51.5%
RESERVE CONTRIBUTIONS (RESERVE USES)	26,534	(796)	27,330	-3433.3%	(10,804)	-245.6%

CITY OF BRENHAM
WASTEWATER FUND
FY17 1ST QUARTER PERFORMANCE

\$	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
DEPARTMENTS EXPENDITURES DETAIL						
110 NON-DEPT MISC						
SUNDRY (UNCOLLECTIBLE ACCTS & INVENTORY ADJ)	149	0	(149)	NA	10,000	1.5%
165 WASTEWATER CONSTRUCTION DEPT						
PERSONNEL & BENEFITS	19,117	36,164	17,046	47.1%	157,213	12.2%
SUPPLIES (FUEL, COMPUTERS, ETC)	2,983	3,719	736	19.8%	13,308	22.4%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	9,852	9,076	(776)	-8.6%	65,230	15.1%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	1,715	963	(752)	-78.1%	6,922	24.8%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	34	200	166	NA	500	6.7%
CAPITAL (SEE BELOW)	7,132	4,162	(2,970)	-71.4%	110,710	6.4%
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	3,048	3,405	357	10.5%	4,605	66.2%
TOTAL	43,882	57,689	13,807	23.9%	358,488	12.2%
166 WASTEWATER TREATMENT DEPT						
PERSONNEL & BENEFITS	74,376	79,226	4,850	6.1%	345,335	21.5%
SUPPLIES (FUEL, COMPUTERS, ETC)	28,106	29,346	1,240	4.2%	107,782	26.1%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	62,473	90,176	27,703	30.7%	141,350	44.2%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	113,056	85,950	(27,106)	-31.5%	527,520	21.4%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	6,000	16,072	10,072	62.7%	21,072	28.5%
CAPITAL (SEE BELOW)	49,900	0	(49,900)	NA	0	NA
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	20,337	17,933	(2,404)	-13.4%	19,133	106.3%
TOTAL	354,247	318,703	(35,544)	-11.2%	1,162,192	30.5%
165 WASTEWATER CONSTRUCTION CAPITAL DETAIL						
UTILITY LINES	73	0	(73)	NA	30,000	0.2%
UTILITY LINE-CONTINGENCY	6,108	3,636	(2,472)	-68.0%	20,000	30.5%
SVC INSTALL	952	526	(426)	-80.9%	3,500	27.2%
VEHICLES/LARGE EQUIPMENT	0	0	0	NA	57,210	0.0%
TOTAL	7,132	4,162	(2,970)	-71.4%	110,710	6.4%
166 WASTEWATER TREATMENT CAPITAL DETAIL						
UTILITY PLANTS	49,900	0	(49,900)	NA	0	NA

**CITY OF BRENHAM
SANITATION FUND
FY17 1ST QUARTER PERFORMANCE**

\$	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
FUNDING RESOURCES FROM CURRENT OPERATIONS						
REVENUES						
TRANSFER STATION	275,409	319,727	(44,318)	-13.9%	1,278,812	21.5%
COLLECTION STATION	143,596	138,733	4,864	3.5%	787,466	18.2%
RECYCLING CENTER STATION	20,323	19,937	386	1.9%	110,752	18.3%
RESIDENTIAL COLLECTION <i>(NET PROGRESSIVE)</i>	246,749	252,208	(5,459)	-2.2%	1,014,621	24.3%
TOTAL DISTRIBUTION REVENUES	686,077	730,604	(44,527)	-6.1%	3,191,651	21.5%
TRANSFERS-IN	0	0	0	NA	21,300	0.0%
TOTAL FUNDING RESOURCES	686,077	730,604	(44,527)	-6.1%	3,212,951	21.4%
USES OF FUNDING RESOURCES BEFORE CAPITAL REQ						
OPERATING EXPENDITURES						
<i>DEPTES 100, 110, 042, 043, 140 & 142)</i>						
- PERSONNEL & BENEFITS	154,792	159,429	4,637	2.9%	695,813	22.2%
- SUPPLIES <i>(FUEL, COMPUTERS, ETC)</i>	20,616	42,922	22,306	52.0%	242,902	8.5%
- MAINTENANCE <i>(VEHICLES, EQUIPMENT, PLANT, ETC)</i>	30,277	43,750	13,473	30.8%	137,850	22.0%
- SERVICES <i>(UTILITIES, CONSULTANTS, CONTRACTS, ETC)</i>	231,484	259,827	28,343	10.9%	1,062,418	21.8%
- NON CAPITAL <i>(SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)</i>	7	0	(7)	NA	17,500	0.0%
- SUNDRY <i>(UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)</i>	13,982	11,770	(2,212)	-18.8%	20,870	67.0%
TOTAL DEPARTMENT EXPENDITURES	451,159	517,698	66,540	12.9%	2,177,353	20.7%
FRANCHISE FEE <i>(7% CONSUMPTION REVENUES)</i>	20,329	15,369	(4,961)	-32.3%	61,210	33.2%
TRANSFERS TO GENERAL FUND <i>(FOR SHARED SERVICES)</i>	75,524	85,322	9,798	NA	332,216	22.7%
TRANSFERS TO ELECTRIC FUND <i>(FOR SHARED SERVICES)</i>	19,741	21,688	1,947	9.0%	80,652	24.5%
TOTAL OPERATING EXPENDITURES	566,753	640,077	73,323	11.5%	2,651,431	21.4%
DEBT SERVICE						
CURRENT DEBT SCHEDULE <i>(ACCRUAL BASIS)</i>	1,183	1,183	0	0.0%	1,715	69.0%
TOTAL USES OF FUNDING RESOURCES BEFORE CAPITAL REQ	567,936	641,260	73,323	11.4%	2,653,146	21.4%
NET FUNDING RESOURCES (LOSS) BEFORE CAP REQ	118,141	89,344	28,796	32.2%	559,805	21.1%
CAPITAL - REVENUE OR RESERVE FDIING REQUIREMENTS	123,813	120,000	(3,813)	-3.2%	370,500	33.4%
RESERVE CONTRIBUTIONS (RESERVE USES)	(5,672)	(30,656)	24,984	-81.5%	189,305	-3.0%
BUSINESS LINE NET REVENUES						
TRANSFER STATION	(53,695)	(79,504)	25,808	-32.5%	(25,131)	213.7%
COLLECTION STATION	5,937	9,032	(3,095)	-34.3%	174,078	3.4%
RECYCLING CENTER STATION	(25,245)	(30,287)	5,042	-16.6%	(128,132)	19.7%
RESIDENTIAL COLLECTION <i>(NET PROGRESSIVE)</i>	67,331	70,104	(2,772)	-4.0%	168,491	40.0%
	(5,672)	(30,656)	24,984	-81.5%	189,305	-3.0%

CITY OF BRENHAM
SANITATION FUND
FY17 1ST QUARTER PERFORMANCE

\$	YTD				ANNUAL	YTD ACTUAL
	FY17 ACTUAL	FY17 BUDGET	FAV/(UNFAV) TO BUDGET	FAV/(UNFAV) % TO BUDGET	FY17 BUDGET	AS % TO BUDGET
DEPARTMENTS EXPENDITURES DETAIL						
110 NON-DEPT MISC						
UNCOLLECTIBLE ACCTS (UNCOLLECTIBLE ACCTS - 142)	0	0	0	NA	3,300	0.0%
OTHER SUNDRY (CREDIT CARDS - 043)	822	0	(822)	NA	5,000	16.4%
TOTAL	822	0	(822)	NA	8,300	9.9%
042 TRANSFER STATION DEPT						
PERSONNEL & BENEFITS	53,630	57,189	3,559	6.2%	250,549	21.4%
SUPPLIES (FUEL, COMPUTERS, ETC)	6,469	21,634	15,165	70.1%	82,541	7.8%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	9,406	18,350	8,944	48.7%	68,550	13.7%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	95,916	129,225	33,309	25.8%	528,602	18.1%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	7	0	(7)	NA	0	NA
CAPITAL (SEE BELOW)	119,875	120,000	125	0.1%	209,000	57.4%
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	4,376	4,820	444	9.2%	4,820	90.8%
TOTAL	289,679	351,218	61,539	17.5%	1,144,062	25.3%
043 COLLECTION STATION DEPT						
PERSONNEL & BENEFITS	27,159	29,321	2,162	7.4%	128,638	21.1%
SUPPLIES (FUEL, COMPUTERS, ETC)	3,963	10,095	6,132	60.7%	31,372	12.6%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	17,145	14,000	(3,145)	-22.5%	41,000	41.8%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	62,909	54,215	(8,694)	-16.0%	230,606	27.3%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	0	0	0	NA	0	NA
CAPITAL (SEE BELOW)	3,938	0	(3,938)	NA	76,500	5.1%
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	1,784	1,750	(34)	-2.0%	2,250	79.3%
TOTAL	116,898	109,381	(7,517)	-6.9%	510,366	22.9%
140 RECYCLING CENTER DEPT						
PERSONNEL & BENEFITS	33,847	34,749	902	2.6%	151,098	22.4%
SUPPLIES (FUEL, COMPUTERS, ETC)	3,041	3,550	509	14.3%	12,500	24.3%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	2,073	3,250	1,177	36.2%	8,000	25.9%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	2,584	4,855	2,271	46.8%	15,060	17.2%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	0	0	0	NA	17,500	0.0%
CAPITAL (SEE BELOW)	0	0	0	NA	25,000	0.0%
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	1,201	900	(301)	-33.4%	900	133.4%
TOTAL	42,746	47,304	4,558	9.6%	230,058	18.6%
142 RESIDENTIAL COLLECTION DEPT						
PERSONNEL & BENEFITS	40,155	38,170	(1,985)	-5.2%	165,528	24.3%
SUPPLIES (FUEL, COMPUTERS, ETC)	7,143	7,643	500	6.5%	116,489	6.1%
MAINTENANCE (VEHICLES, EQUIPMENT, PLANT, ETC)	1,654	8,150	6,496	79.7%	20,300	8.1%
SERVICES (UTILITIES, CONSULTANTS, CONTRACTS, ETC)	70,075	71,532	1,457	2.0%	288,150	24.3%
NON CAPITAL (SMALL ITEM - \$1,000 TO \$14,999 - PURCHASES)	0	0	0	NA	0	NA
CAPITAL (SEE BELOW)	0	0	0	NA	60,000	0.0%
SUNDRY (UNCOLLECTIBLE ACCTS, TRAVEL, CRED CARD FEES, ETC)	5,799	4,300	(1,499)	-34.9%	4,600	126.1%
TOTAL	124,826	129,795	4,969	3.8%	655,067	19.1%
042 TRANSFER STATION CAPITAL DETAIL						
VEHICLES/LARGE EQUIP - HAUL TRK	119,875	120,000	125	0.1%	120,000	99.9%
VEHICLES/LARGE EQUIP - 3/4 TON TRK	0	0	0	NA	29,000	0.0%
OTHER CAPITAL - FACILITY/FENCE	0	0	0	NA	60,000	0.0%
TOTAL	119,875	120,000	125	0.1%	209,000	57.4%
043 COLLECTION STATION CAPITAL DETAIL						
OTHER CAPITAL - DRAINAGE	0	0	0	NA	16,500	0.0%
OTHER CAPITAL - FACILITY/FENCE	3,938	0	(3,938)	NA	60,000	6.6%
TOTAL	3,938	0	(3,938)	NA	76,500	5.1%
140 RECYCLING CENTER CAPITAL DETAIL						
OTHER CAPITAL - PERIMETER FENCE	0	0	0	NA	25,000	NA
142 RESIDENTIAL COLLECTION CAPITAL DETAIL						
OTHER CAPITAL - FACILITY/FENCE	0	0	0	NA	60,000	NA



AGENDA ITEM 11

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 29, 2017															
DEPT. OF ORIGIN: Finance	SUBMITTED BY: Carolyn D. Miller															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION		☐ WORK SESSION	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:														
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING														
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION														
	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Two Percent (2%) Mid-Year Employee Pay Scale Adjustment																
SUMMARY STATEMENT: See memo from ACM-CFO																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Memo from ACM-CFO																
FUNDING SOURCE (Where Applicable): The funding is available in the line item budgets for each department in account number 116.00 Salaries/Wages Contingency.																
RECOMMENDED ACTION: Approve a two percent (2%) mid-year employee pay scale adjustment as included in the City of Brenham FY2016-17 Adopted Budget																
APPROVALS: Terry K. Roberts																



MEMORANDUM

To: Mayor and City Council

From: Carolyn D. Miller
Assistant City Manager-Chief Financial Officer

Subject: 2% Mid-Year Pay Scale Adjustment

Date: March 29, 2017

A 2% mid-year Cost of Living Adjustment (COLA) was included in the FY16-17 adopted budget. The COLA is conditional upon a mid-year assessment of economic conditions and must be approved by Council before initiated. The General Fund impact is \$64,654 and the Utility Funds combined is \$30,345.

During the middle of the 2015 fiscal year, Brenham experienced slow-down in several manufacturing facilities and the temporary shutdown of Blue Bell Creameries ice cream production (which resumed operations in November 2015). Although the turnaround has been slow, the City of Brenham is fortunate to have a diversified revenue base which has helped mitigate the economic downturn.

Economic conditions and outlook for the City are discussed below, and the trends are positive to support ongoing expenditures of a 2% COLA for City employees. At the March 2, 2017 Audit Committee meeting, we discussed this in greater detail and the Audit Committee gave their full support to move ahead and present this item to City Council for consideration.

Economic Conditions

- **Strong Sales Tax Performance** – Sales tax, which is the largest revenue source for funding General Fund operations and maintenance, was budgeted to increase by 2% in FY17 over the FY16 original budget. For the first four months, sales tax is running \$76,571 or 5.03 % ahead of budget.
- **Modest Growth in Property Valuations** – The City of Brenham's certified taxable property valuations have grown around 1% from last year's unadjusted values of \$1.183 billion to \$1.198 billion for the current tax year. This included over \$11.13 million in new improvements.

- **Increase in Commercial Building Permits for FY16 versus FY15**— commercial building permits for FY16 totaled \$22 million as compared to \$15.4 million in FY15. The increase of \$6.6 million is attributable to the following projects: \$5.6 million for a new Holiday Inn Express; \$1.5 million for a new Goodwill Select Store; \$813,000 for Dahmann Insurance; \$750,000 Select Furnishings; and \$620,000 Zippy's Carwash. The City also issued permits to Blinn College for the Kruse Recreation Center at \$11 million; and \$713,000 for batting cages.
- **FY16 Residential Building Permits Higher than FY15 Levels** – In FY16, 74 residential building permits were issued for the year totaling \$6.7 million which is a \$200,000 increase from the previous year when 57 permits totaling \$6.5 million were issued.
- **Fast Start for Permits in FY17** – for the first four months of FY17 activity was strong.
 - Commercial permits total \$5.1 million – \$1.6 for Hodde Tech Center Expansion; \$1.4 for Abiding Work Lutheran Church; \$600,000 for Burger King; additional \$450,000 Goodwill Select Stores; \$500,000 Tommie Wellmann Building; and \$450,000 for Stanpac.
 - Residential permits total \$1.65 million with Ralston Creek subdivision being over \$1.26 million and over \$390,000 for Countryside Mobile Home Community.
- **General Fund First Quarter Performance** – the General Fund performance is favorable to budget by \$258,733 which is comparable to the prior year first quarter results of \$267,788.
 - Operating revenues are favorable to budget by \$91,044
 - Operating expenditures are below budget by \$242,541 (almost 90% of the savings are attributable to personnel)

When the City Council adopted the FY16-17 budget with the 2.0% mid-year pay scale adjustment for all City employees, they recognized the importance of keeping our salaries competitive to recruit and retain the best qualified workforce. In support of this initiative, and based on the economic conditions and outlook for the City, the budget team is confident in certifying that economic conditions support the approval of this action.



AGENDA ITEM 12

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 29, 2017	
DEPT. OF ORIGIN: Development Services	SUBMITTED BY: Erik Smith	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☒ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon An Ordinance on Its First Reading Granting a Specific Use Permit to Calvary Baptist Church to Allow for a Church and Related Auxiliary Uses on Property Located at 1100 Niebuhr Street in an R-1, Single Family Residential Zoning District, Said Property Being Described as 2.5443 Acres Out of the Arrabella Harrington Survey, A-55 (WCAD Tract 241), in Brenham, Washington County, Texas		
SUMMARY STATEMENT: Calvary Baptist Church has requested a special use permit (SUP) for 1100 Niebuhr Street to allow for a church and auxiliary use including philanthropic and educational facility. The building is operating as a church today but no SUP has ever been granted for this site. The church can continue with no interference from the City of Brenham but they cannot expand the nonconforming uses footprint on the site unless they get a SUP. The applicant has informed us they would like to expand the garage to the rear of the property. Staff would not be able to issue a building permit for this unless a SUP is approved by City Council.		
<u>Public Concerns</u> There was one resident who voiced support for this request to city staff.		
<u>Planning and Zoning Commission Recommendation</u> The Planning and Zoning Commission recommended unanimous approval of this request.		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Brings the property into compliance to the zoning ordinance through the SUP process. B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: (1) Ordinance		
FUNDING SOURCE (Where Applicable): N/A		

RECOMMENDED ACTION: Approve an Ordinance on its first reading granting a Specific Use Permit to Calvary Baptist Church to allow for a Church and Related Auxiliary Uses on property located at 1100 Niebuhr Street in an R-1, Single Family Residential Zoning District, said property being described as 2.5443 acres out of the Arrabella Harrington Survey, A-55 (WCAD Tract 241), in Brenham, Washington County, Texas

APPROVALS: Terry K. Roberts

ORDINANCE NO. _____

AN ORDINANCE AMENDING APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AMENDING THE OFFICIAL ZONING MAP TO GRANT A SPECIFIC USE PERMIT TO CALVARY BAPTIST CHURCH FOR A CHURCH AND RELATED AUXILIARY USES, INCLUDING EDUCATIONAL AND PHILANTHROPIC USES IN AN R-1 (RESIDENTIAL DISTRICT) ZONING DISTRICT, SAID PROPERTY BEING DESCRIBED AS 2.5443 ACRES OUT OF THE ARRABELLA HARRINGTON SURVEY, A-55 (WCAD TRACT 241), AND LOCATED AT 1100 NIEBUHR STREET, CITY OF BRENHAM, WASHINGTON COUNTY, TEXAS.

WHEREAS, the City of Brenham has adopted Appendix A – “Zoning” of the City of Brenham Code of Ordinances, as amended, which divides the City of Brenham into various zoning districts;

WHEREAS, Appendix A – “Zoning” of the City of Brenham Code of Ordinance authorizes the City Council to grant specific use permits for specific uses within the various zoning districts; and

WHEREAS, this amendment was recommended for approval by the Brenham Planning and Zoning Commission during its regular meeting on March 23, 2017;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BRENHAM, TEXAS, THAT APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AND THE OFFICIAL ZONING MAP BE AMENDED IN THE FOLLOWING MANNER:

Section 1. That Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham, Texas, and the Official Zoning Map of the City of Brenham is hereby amended to grant a specific use permit to Calvary Baptist Church, its successors and assigns for a church and related auxiliary uses, including educational and philanthropic uses, in an R-1 (Residential) zoning district, said Property being described as 2.5443 acres out of the Arrabella Harrington Survey, A-55 (WCAD Tract 241), and located at 1100 Niebuhr, City of Brenham, Washington County, Texas.

Section 2. This Ordinance shall take effect immediately upon the occurrence of compliance with the requirements of the Charter of the City of Brenham, Texas.

Section 3. Upon holding a properly notified public hearing, the City Council may amend, change, or rescind the Specific Use Permit granted by this Ordinance if:

- a. There is a violation and conviction of any of the provisions of this Ordinance, or any ordinance of the City of Brenham, that occurs on the Property;
- b. The building, premises, or Property used pursuant to the Specific Use Permit granted by this Ordinance are enlarged, modified, structurally altered, or otherwise significantly changed unless a separate Specific Use Permit is granted for such enlargement, modification, structural alteration, or change;
- c. There is a violation of any provision of the terms and conditions of the Specific Use Permit granted by this Ordinance; or
- d. As otherwise permitted by law and/or Brenham's Zoning Ordinance, as it exists or may be amended.

PASSED and APPROVED on its first reading this the _____ day of April, 2017.

PASSED and APPROVED on its second reading this the _____ day of April, 2017.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary



AGENDA ITEM 13

DATE OF MEETING: April 6, 2017		DATE SUBMITTED: March 29, 2017	
DEPT. OF ORIGIN: Development Services		SUBMITTED BY: Erik Smith	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☐ PUBLIC HEARING	☒ 1ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2ND READING	
☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION	
	☐ WORK SESSION		
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham to Change the Residential Single Family (R-1) Zoning District Classification to a Planned Development (PD) Zoning District Regarding the Property Being Annexed into the City of Brenham and More Specifically Described Below: Section 2017-1: Approximately 86.664 Acres of Land Situated in Washington County, Texas, out of the Phillip Coe Survey, Abstract No. A0031 Generally Consisting of Tracts with Frontage Along State Highway 36 North; Land Located West of and Adjacent to Dixie Street that is not Currently within the City Limits and Approximately 1,500 Feet from the “Cloverleaf” Intersection of Highway 290 West and State Highway 36 North, said property being more particularly described in Exhibit “A” attached to the Ordinance annexing the 86.664 acres.			
SUMMARY STATEMENT: This is a request for a zone change from an R-1 District to a Planned Development District for development of a mix of R-1 Single-Family Residential, R-2 Mixed Residential and B-1 Business/Residential Mixed Use District to establish a neighborhood commercial tract to serve the surrounding area. This request varies from the standard R-1 District in the following ways: - Minimum lot widths have been reduced from the required 60 feet to 55 feet - Minimum lot depths have increased to 120 feet from the required 115 feet - The applicants are requesting 7.5-foot side building setbacks. Current requirement is 10 foot. - The applicants are requesting a rear setback of 20-foot. Current requirement is 25 foot. - The applicants are requesting a front setback of 20-foot. Current requirement is 25 foot. - Minimum lot area would be reduced to 6,600 sq. ft. Current requirement is 7,000 sq. ft. - Minimum masonry requirements are required for residential. - Certain percentages of homes built with a minimum square footage of livable area allowed are defined throughout the development. - Minimum of two trees in the front of the residence to be planted. - Brick columns at property corners for privacy fencing along certain thoroughfares. - Road deemed minor arterial that is shown on the future thoroughfare plan will be required to be built of concrete.			

- Interior pathway plans (maintained by HOA)
- Common areas owned and maintained by a Homeowner's Association are to be dedicated with amenities such as common area landscaping and trails in the development.

This request varies from the standard R-2 District in the following ways:

- Limited number of allowed uses permitted in the R-2 area with the intent of Townhouse style development.

This request varies from the standard B-1 District in the following ways:

- Masonry standards that are adopted by Council at the time the property is permitted will apply to the future development

The Planning and Zoning Commission recommended approval of this request with the recommendation that the developer only be required to install one tree in each front yard as opposed to two with additional emphasis for trees around the perimeter facing State Highway 36.

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

A. PROS: This zone change will allow the property to develop with a single-family residential, multifamily residential and commercial development that is unique to Brenham.

B. CONS:

ALTERNATIVES (In Suggested Order of Staff Preference): 1. Approve request 2. Modify request 3. Deny request

ATTACHMENTS: (1) Ordinance; (2) Cover Letter; (3) General Application; and (4) Thoroughfare Plan Exhibit

FUNDING SOURCE (Where Applicable): N/A

RECOMMENDED ACTION: Recommend approval of an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham to Change the Residential Single Family (R-1) Zoning District Classification to a Planned Development (PD) Zoning District Regarding the Property Being Annexed into the City of Brenham and More Specifically Described Below:

Section 2017-1: Approximately 86.664 Acres of Land Situated in Washington County, Texas, out of the Phillip Coe Survey, Abstract No. A0031 Generally Consisting of Tracts with Frontage Along State Highway 36 North; Land Located West of and Adjacent to Dixie Street that is not Currently within the City Limits and Approximately 1,500 Feet from the “Cloverleaf” Intersection of Highway 290 West and State Highway 36 North, said property being more particularly described in Exhibit “A” attached to the Ordinance annexing the 86.664 acres.

APPROVALS: Terry K. Roberts

ORDINANCE NO. _____

AN ORDINANCE AMENDING APPENDIX A – “ZONING” OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AMENDING THE OFFICIAL ZONING MAP TO CHANGE PROPERTY CURRENTLY ZONED R-1 RESIDENTIAL DISTRICT TO A PLANNED DEVELOPMENT DISTRICT COMPRISED OF AN R-1 RESIDENTIAL AREA (APPROXIMATELY 71.33 ACRES), AN R-2 MIXED RESIDENTIAL AREA (APPROXIMATELY 8.36 ACRES), AND A B-1 LOCAL BUSINESS/RESIDENTIAL MIXED USE AREA (APPROXIMATELY 6.98 ACRES), BEING A TOTAL OF APPROXIMATELY 86.67 ACRES OF LAND.

WHEREAS, the City of Brenham has adopted Appendix A – “Zoning” of the City of Brenham Code of Ordinances, as amended, which divides the City of Brenham into various zoning districts; and

WHEREAS, Appendix A – “Zoning” provides for the designation of Planned Development Districts in accordance with the regulations set forth therein; and

WHEREAS, the City Council of the City of Brenham desires to designate a Planned Development District as set forth herein below;

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, THAT APPENDIX A – “ZONING” OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AND THE OFFICIAL ZONING MAP BE AMENDED IN THE FOLLOWING MANNER:

I.

1. That Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham, Texas, and the Official Zoning Map of the City of Brenham is hereby amended to change property currently zoned as an R-1 Residential District to establish a Planned Development (PD) District comprised of an R-1 Residential area of approximately 71.33 acres, an R-2 Mixed Residential area of approximately 8.36 acres, and a B-1 Local Business/Residential Mixed Use area of approximately 6.98 acres, said Planned Development District described generally as the property west of and adjacent to State Highway 36, and south of and adjacent to Dixie Road, being all or portions of Tract 53 out of the Phillip Coe Survey in Brenham, Texas, and being more particularly described in the master development plan attached hereto as Exhibit “A” and incorporated herein for all purposes (the “Planned Development District”).

II.

2. Unless otherwise provided for herein, the property located within the R-1 Residential area of the Planned Development District as shown on the master development plan shall conform to the regulations of the City's Zoning Ordinance, Subdivision Ordinance and other ordinances applicable to R-1 Residential Districts.
3. Unless otherwise provided for herein, the property located within the R-2 Mixed Residential area of the Planned Development District as shown on the master development plan shall conform to the regulations of the City's Zoning Ordinance, Subdivision Ordinance and other ordinances applicable to R-2 Mixed Residential Districts.
4. Unless otherwise provided for herein, the property located within the B-1 Local Business/Residential Mixed Use area of the Planned Development District as shown on the master development plan shall conform to the regulations of the City's Zoning Ordinance, Subdivision Ordinance and other ordinances applicable to B-1 Local Business/Residential Mixed Use Districts.
5. R-1 Residential Area Regulations.
 - a. Size of lots.
 - i. Minimum lot width: 55 feet. Radial lots shall have a minimum width of 60 feet from the distance of 30 feet behind the front yard/building line. No lot shall be created that has a front yard with less than 30 feet of frontage on a public street.
 - ii. Minimum lot depth: 120 feet, and depth shall be measured as the average of the two side property lines. Radial lots shall have a minimum lot depth of 105 feet, and depth shall be measured as the average of the two side property lines.
 - iii. Minimum lot area: 6,600 square feet.
 - b. Size of yards.
 - i. Minimum front yard setback: 20 feet.
 - ii. Minimum side yard setback: 7.5 feet. The minimum side yard of a corner lot adjacent to a street shall not be less than 15 feet, except where a side yard is adjacent to a designated arterial street such side yard shall not be less than 25 feet.
 - iii. Minimum rear yard setback: 20 feet.
 - iv. Encroachment by building eaves and air conditioning compressor units: building eaves and air conditioning compressor units may encroach not more than two (2) feet beyond building lines into the required rear yard and side yards.
 - c. Minimum floor area per dwelling:
 - i. 30% of homes shall be required to have a minimum of 2,000 square feet of heated and air-conditioned living quarters/floor area.
 - ii. 90% of homes shall be required to have a minimum of 1,400 square feet of heated and air-conditioned living quarters/floor area.
 - iii. 95% of homes shall be required to have a minimum of 1,300 square feet of heated and air-conditioned living quarters/floor area.
 - iv. 100% of homes shall be required to have a minimum of 1,200 square feet of heated and air-conditioned living quarters/floor area.

6. Facade requirements.
 - a. "Masonry" defined: Building materials including brick, brick veneer, concrete, stone, rock, split face block or other materials of equal characteristics laid up unit by unit and set in mortar. For the purposes of this Ordinance, the following materials and applications shall not be considered to be masonry construction:
 - i. Fiber reinforced cementitious boards or panels (such as "Hardi plank" or "Hardi board") designed to be attached directly to studs or sheathing by nails, screws or other types of mechanical connectors;
 - ii. Concrete masonry units (CMU); and
 - iii. Exterior insulating finish system (EIFS) or similar applications.
 - b. Minimum masonry construction requirements for all single family residences constructed on property located south of minor arterial are as follows:
 - i. Front façade - masonry 100% up to the soffit.
 - ii. Side façades - masonry on one story homes: 100%
 - iii. Side façades - masonry on two story homes: 50%
 - c. Minimum masonry construction requirements for all single family residences constructed on property located north of minor arterial are as follows:
 - i. Front façade: masonry 100% up to the soffit.
 - d. Masonry construction requirements for all commercial property located within the B-1 Local Business/Residential Mixed Use area shall comply with the ordinances and regulations in effect at the time application is made for a building permit.
 - e. All garage doors shall have a wood or wood like exterior or finish.
 - f. Minimum masonry construction requirements do not apply to areas that are considered to be masonry exclusions. "Masonry exclusions" means windows, doors, eaves, soffits, trim work, gables, walls above roof lines, and entryways/porches.
7. Landscape requirements.
 - a. Single family residential lots shall have at least one (1) 2" or larger caliper (measured at 6 inches above the ground or tree base) trees planted in the front yard of the residence and prior to certificate of occupancy being issued. Additional emphasis for trees shall be added around the perimeter facing State Highway 36.
8. Lighting. All parking in multifamily and non-residential areas shall have lighting fixtures, equipment and improvements positioned such that the light-emitting source is shielded and the light does not adversely impact adjacent or nearby residential areas. Light originating from multifamily and non-residential areas is not permitted to shine on any real property beyond the boundaries of the multifamily and non-residential areas from which the light originates.
9. All privacy fencing must be installed at a height of not less than six (6) feet and not more than eight (8) feet, except that within the front yard as defined in the City's Zoning Ordinance, no fence shall be higher than three and one-half (3½) feet above the established street grades within twenty (20) feet of any street intersection, measured at the property line. All fencing that is visible to the public must be stabilized with a metal fence post support beam concreted into the ground to a minimum depth of at least one third the height of the fence with a minimum of two (2) 2" dimensional horizontal rails for cedar or treated picket wood fence paneling.

10. All fencing that is adjacent to public right-of-way as shown in “Exhibit A” shall have masonry columns spaced and erected at the property corners.
11. The developer shall dedicate the ultimate ROW for the minor arterial thoroughfare in accordance with the Major Thoroughfare Plan and design the minor arterial thoroughfare in accordance with the City’s design standards. However, the developer shall be required to construct the concrete pavement section that is proportional to the development, i.e. residential street. The construction of the pavement section must be constructed in a way to easily widen the pavement section with minimal impact to the traffic and be approved by the City Engineer.
12. All public improvements shall be subject to the approval of the City Engineer in compliance with the City of Brenham design standards.
13. The following will not be permitted within the R-2 Mixed Residential area or B-1 Local Business/Residential Mixed Use area within the Planned Development District:
 - a. Single Family Detached Units;
 - b. Cluster housing in accordance with cluster housing development provisions of the Subdivision Ordinance of the City of Brenham;
 - c. Group residential uses as provided by state law, such as "family homes," “community homes” or “group homes;”
 - d. Garage apartments;
 - e. Multifamily dwellings, including dormitories for students and fraternity or sorority houses;
 - f. Two-family dwellings or duplexes;
 - g. Mobile homes or manufactured homes;
 - h. Zero lot line housing development, in accordance with zero lot line development provisions of the Subdivision Ordinance of the City of Brenham; or
 - i. Accessory buildings and uses, customarily incidental to the above uses and located on the same lot therewith, but not involving the conduct of a retail business.
14. A minimum of 12,000 square feet of all-weather trail(s) (for recreational purposes such as walking, jogging, biking, etc.) shall be constructed within the R-1 Residential area of the Planned Development District.
15. The R-1 Residential area shall have green space and perimeter landscaping as dedicated common areas owned and maintained by the homeowners association and designated as reserves on the subdivision plat.
16. A homeowners association shall be established and its governing documents recorded in the Official Public Records of Washington County prior to issuance of first building permit. Prior to recording with Washington County, the homeowners association governing documents must be submitted to the City for review and approval, and said governing documents shall ensure adequate maintenance of the common areas as shown on the master development plan in Exhibit “A.”

17. The street layout shall conform to the master development plan shown in Exhibit “A.”

18. This Ordinance shall in no manner amend, change, supplement, or revise any provision of any ordinance of the City, save and except the change in zoning classification for the Property provided herein subject to the regulations, restrictions, terms, and conditions of the Planned Development District provided for herein.

PASSED and APPROVED on its first reading this the ____ day of _____, 2017.

PASSED and APPROVED on its second reading this the ____ day of _____, 2017.

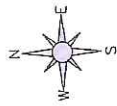
Milton Y. Tate, Jr.
Mayor

ATTEST

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit A

The Trails at Hickory Grove Master Planned Community



scale: 1" = 100'



CTX Land Investments, LLC
4090 State Highway 6, South
College Station, TX, 77845
(979) 690-1222 Ext. 135

January 20th, 2017

To: City of Brenham

ATTN: Members of the Planning and Zoning Commission
200 West Vulcan Street
Brenham, TX, 77833

RE: Zoning Change

Dear Brenham Planning and Zoning Commission,

CTX Land Investments, LLC respectfully requests a zoning change for our tract known legally as A0031 A0031 – Coe, Phillip, TRACT 53, Acres 86.664. The tract upon annexation will be zoned R1 (Residential Single Family). We are requesting a zone change to Planned Development (PD). Our intentions for the tract are to build a master planned community that is primarily single family housing with a dedicated area of R2 (Multi-Family), and a dedicated area of B1 (Local Business Mixed) on Highway 36.

We appreciate the commission's time in considering this request. We would be happy to provide any additional information that would be beneficial to making a decision.

Respectfully,

CTX Land Investments, LLC

A handwritten signature in black ink, appearing to read 'Douglas French', is written over a horizontal line.

Douglas French

Manager



For office use only

APPLICATION NO. _____

MEETING DATE: _____

DATE SUBMITTED: 1-25-17

FILING FEE: \$100.00

CITY OF BRENHAM

GENERAL APPLICATION

Type of Application

- | | |
|---|--|
| ☐ Variance from Appendix A: Zoning | ☒ Zone Change |
| ☐ Specific Use Permit | ☐ Plan Review |
| ☐ Preliminary Plat | ☐ Final Plat/Replat/Amending Plat |
| ☐ Variance from Chapter 21: Signs | ☐ Other: _____ |

Property Owners Information

Name CTX Land Investments, LLC

Principal Officers (If Corporation) President Douglas French

Secretary Randy French

Address 4090 State Hwy 6, South, College Station, TX, 77845

Telephone Number 979.690.1222 EXT. 135 E-mail Address mchilders@stylecraftbuilders.com

Applicant Information

Name Matt Childers

Address 4090 State Hwy 6, South, College Station, TX, 77845

Telephone Number 979.690.1222 EXT. 135 E-mail Address mchilders@stylecraftbuilders.com

Agent or Engineer Information

Name Matt Childers

Address 4090 State Hwy 6, South, College Station, TX, 77845

Telephone Number 979.690.1222 EXT. 135 E-mail Address mchilders@stylecraftbuilders.com

Location of Property

Street Address: HWY 36 N, Brenham, TX, 77833

Legal Description (attach metes and bounds description if not subdivided): Survey Attached

Subdivision: _____ Block(s): _____ Lot(s): _____

Zoning Information

Existing Zoning : N/A

Proposed Zoning: Planned Development

Reasons for requesting zone change:* Highest & Best Use.

Variance Information

Section of Code from which variance is described:* N/A

Describe variance requested:* N/A

Reasons for requesting variance:* N/A

Proposed Property Use

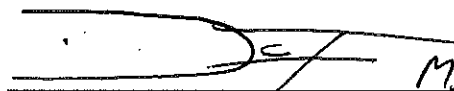
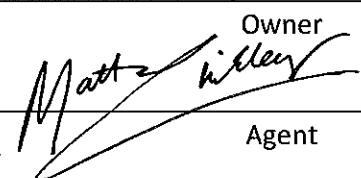
Describe in detail the proposed operation at this location:*

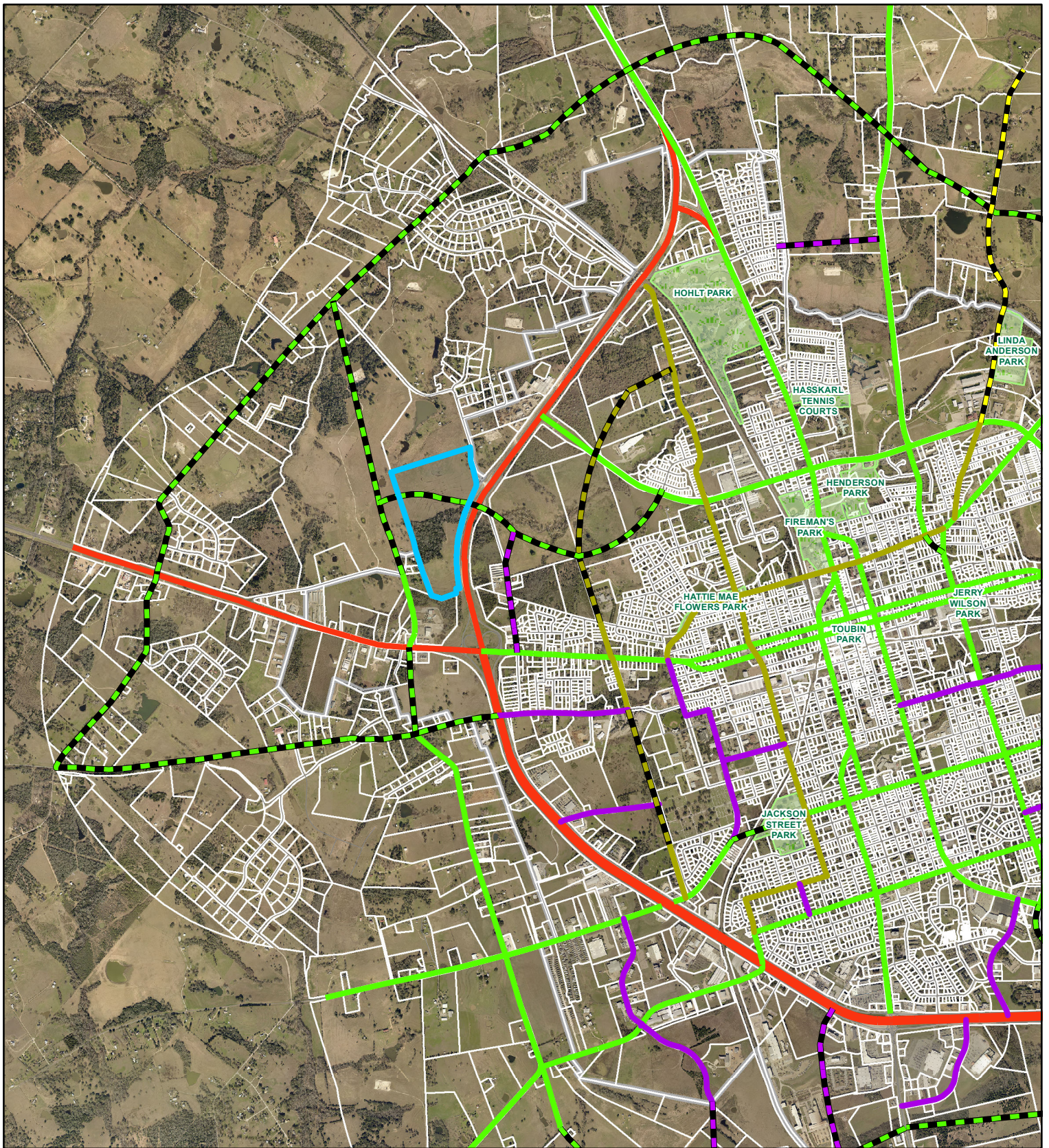
Single Family Subdivision with acreage for some multi-family and commercial

Construction Value \$ +/- \$75,000,000 @ full build out

Site plans are required for variance, special use, and plan review requests; please see Ordinance No. 0-05-007 for minimum site plan requirements.

I, Douglas French, being the owner (or authorized agent) of the above described property, do hereby certify the information set forth above is true and correct. I further request that the Planning & Zoning Commission/Board of Adjustments/Plan Review Committee review this matter and take appropriate action.

 Mr.
Owner

Agent



Thoroughfare Plan

1 inch = 2,943 feet



- | | |
|--------------------------|-----------------|
| Network Extension | Minor Collector |
| Minor Collector Proposed | Major Collector |
| Minor Arterial Proposed | Minor Arterial |
| Major Collector Proposed | Freeway |



AGENDA ITEM 14

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: April 3, 2017															
DEPT. OF ORIGIN: Public Utilities	SUBMITTED BY: Lowell Ogle															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☒ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☒ RESOLUTION		☐ WORK SESSION	
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☐ EXECUTIVE SESSION	☒ REGULAR	☒ RESOLUTION														
	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Resolution No. R-17-006 In Opposition to the United States Bureau of Land Management's (BLM's) Decision to Allow Possible Oil and Gas Production in Washington County, At and Around Lake Somerville																
SUMMARY STATEMENT: It has come to the City and State's attention that the Bureau of Land Management (BLM) plans to auction off tracts of land around Lake Somerville for oil and gas drilling and production. This item and potential resolution was brought to the attention of the Utilities Subcommittee by Councilman Goss and after discussion they feel the resolution of opposition is needed. As stated in the resolution the City of Brenham is not opposed to Oil and Gas exploration and production but feels that protection of our drinking water supply is important. The City of Brenham, State Senator Lois Kolkhorst for Brenham's district, and concerned citizens oppose the auctioning of the parcels of land at the lake. Lake Somerville is the sole source of drinking water for the city of Brenham and any loss or contamination of this fresh water supply would be catastrophic for the Citizens of Brenham.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Resolution No. R-17-006; and (2) Letter from State Senator Lois Kolkhorst																
FUNDING SOURCE (Where Applicable): Resolution No. R-17-006 In Opposition to the United States Bureau of Land Management's (BLM's) Decision to Allow Possible Oil and Gas Production in Washington County, At and Around Lake Somerville																

RECOMMENDED ACTION: Approve Resolution No. R-17-006 in opposition to the United States Bureau of Land Management's (BLM's) decision to allow possible oil and gas production in Washington County, at and around Lake Somerville

APPROVALS: Terry K. Roberts

RESOLUTION NO. R-17-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS OPPOSING THE UNITED STATES BUREAU OF LAND MANAGEMENT'S (BLM'S) DECISION TO LEASE LAND FOR OIL AND GAS DRILLING AND PRODUCTION IN WASHINGTON COUNTY, AT AND AROUND LAKE SOMERVILLE

WHEREAS, the United States Bureau of Land Management ("BLM") plans to auction off leases on 1,400 acres of federal land around Lake Somerville for oil and gas drilling and production; and

WHEREAS, the City Council recognizes the importance of oil and gas drilling and production activities to the economy of the State of Texas, but believes that the proposed activities must be assessed in relationship to other important Texas values such as protection of clean drinking water supplies; and

WHEREAS, Lake Somerville is the sole source of water for the City of Brenham, Texas and the loss or contamination of this fresh water supply would be catastrophic for the residents, businesses, schools, nursing homes, and the only hospital in Brenham and Washington County; and

WHEREAS, oil and gas drilling and production operations in, under, and around Lake Somerville could possibly create a significant risk of contaminating the Lake Somerville water supply; and

WHEREAS, the risks of contaminating and damaging the water supply of cities like Brenham is too great to allow the lease of land for oil and gas drilling in, under, or around major drinking water supplies such as Lake Somerville.

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

The City Council hereby opposes the leasing of land by the BLM for oil and gas drilling and production operations at and around Lake Somerville and respectfully requests that the BLM cancel the auction of these leases to protect our community's critical drinking water supply.

PASSED AND APPROVED on this the 6th day of April, 2017.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

COMMITTEES:

HEALTH & HUMAN SERVICES, VICE-CHAIR
AGRICULTURE, WATER & RURAL AFFAIRS
EDUCATION
FINANCE
TRANSPORTATION

THE SENATE OF TEXAS



CAPITOL OFFICE:
3E.2 • P.O. Box 12068
AUSTIN, TEXAS 78711
(512) 463-0118

LOIS W. KOLKHORST

STATE SENATOR
DISTRICT 18

November 23, 2016

BUREAU OF LAND MANAGEMENT
New Mexico State Office
301 Dinosaur Trail
P.O. Box 27115
Santa Fe, New Mexico 87502-0115

To whom it may concern,

It has come to my attention that tracts under Lake Somerville have once again been placed on a list of parcels for possible lease auction in April, 2017. I am writing to reiterate my opposition to the Bureau of Land Management's decision to allow possible oil & gas development on this land. Lake Somerville is located on the border between Washington, Burleson, and Lee Counties in the heart of Central Texas. I have represented this area, both as a State Senator and Member of the Texas House of Representatives since 2001. Additionally, my family has lived in the Washington County Area for five generations.

Given that Lake Somerville supplies my hometown of Brenham with its drinking water, I feel that enhanced environmental assessments should be conducted before any land is considered for development. I know that the City of Corpus Christi has also asked that the BLM delay placing parcels up for auction in order to preserve the integrity of their water supply at Choke Canyon Reservoir.

Lake Somerville was originally impounded in 1967 to provide flood control and water for irrigation for the communities downstream. The Federal Government took valuable and productive private property from landowners in the area on the justification that the lake was in the interest of the public good. Yet, today, the same Government seeks to make use of the same land, private land that was supposedly taken in the interest of the public, for its own benefit. I cannot help but wonder if the original owners of these parcels should not be participating in the potential profits from these endeavors.

I firmly request that BLM postpone any decision about the proposed leases under Lake Somerville until the citizens and local officials in the area are given the opportunity to review and comment on the proposal at a public hearing held in the local area. Additionally, I ask that the BLM conduct more investigations into the impact of oil & gas development on drinking water supplies.

Sincerely,

A handwritten signature in black ink, appearing to read "Lois W. Kolthorst". The signature is stylized with a long horizontal stroke at the end.

Lois W. Kolthorst
State Senator



AGENDA ITEM 15

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 28, 2017															
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Kacey Weiss															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION		☐ WORK SESSION	
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	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Request for a Noise Variance from the Brenham Maifest Association for the 2017 Maifest Events to be Held on April 29, 2017, May 5, 2017 and May 6, 2017 and Authorize the Mayor to Execute Any Necessary Documentation																
SUMMARY STATEMENT: The Color Fun Run will be held on April 29, 2017, and will begin at 9:00 a.m. They will have speakers playing music. The Maifest Celebration will be held May 5 th and May 6 th . Activities include a carnival, bands and the coronations.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Noise Variance Request forms																
FUNDING SOURCE (Where Applicable):																
RECOMMENDED ACTION: Approve a request for a noise variance from the Brenham Maifest Association for the 2017 Maifest Events to be held on April 29, 2017, May 5, 2017 and May 6, 2017 and authorize the Mayor to execute any necessary documentation																
APPROVALS: Terry K. Roberts																

NOISE VARIANCE REQUEST

Application Fee \$10.00

1. Name of sponsoring organization: Mai-fest
2. Name and address of individual making application on behalf of sponsoring organization: Brooke Huckert
405 Scattered Oaks Cir Brenham TX 77833
3. Purpose of the Event: Fundraiser For CASA For Kids
4. Location of Event: Henderson Park
5. Date of the event: 4-29-17
6. Time of Event: 9 AM
7. Event Set-up: From: 7:30 AM To: 8:30 AM
Event Clean-up: From: 11:00 AM To: 11:30 AM
8. You are required to describe the following:
 - a) Types of Activities Planned and any additional information specific to this event: 1 mile Color Fun Run.
 - b) Bands/Musical Instruments: Amp + Mic or BT Speaker + Mic
 - c) Sound amplification equipment: Amp or blue tooth Speaker
 - d) Cleanup provisions: _____

Brooke Huckert
Name of Applicant (Printed or Typed)
B Huckert
Applicant or Authorized Person's Signature

Date: 3/10/17

Phone: 512 203 9591

Have you ever been found guilty of a criminal offense involving crimes against property, moral turpitude, and/or a felony by any Court? Yes ☒ No ☐ If "Yes", please identify the offense, State of conviction and penalty imposed (attach additional sheets if necessary):

Paid 03/16/17
check # 2479
\$20.00 kw

NOISE VARIANCE REQUEST

Application Fee \$10.00

1. Name of sponsoring organization: BRENNAN MAIFEST ASSOCIATION
2. Name and address of individual making application on behalf of sponsoring organization: CHARLIE PYLE
3. Purpose of the Event: ANNUAL CELEBRATIONS OF BRENNAN HERITAGE
4. Location of Event: FIREMAN'S PARK
5. Date of the event: MAY 5th + 6th 2017
6. Time of Event: NOON - MIDNIGHT
7. Event Set-up: From: 7 AM To: NOON
Event Clean-up: From: MIDNIGHT To: 3 PM
8. You are required to describe the following:
 - a) Types of Activities Planned and any additional information specific to this event: CARNIVAL, KID'S ACTIVITIES, CORONATIONS, LIVE MUSIC
 - b) Bands/Musical Instruments: MULTIPLE BAND AND AMPLIFIED INSTRUMENTS
 - c) Sound amplification equipment: KEVIN SCHMIDT (CITY OF BRENNAN) HAS INFO.
 - d) Cleanup provisions: VOLUNTEERS, PAID CONTRACTORS, BOARD MEMBERS

CHARLIE PYLE
Name of Applicant (Printed or Typed)

Date: 03/14/17

[Signature]
Applicant or Authorized Person's Signature

Phone: 979-257-2375

Have you ever been found guilty of a criminal offense involving crimes against property, moral turpitude, and/or a felony by any Court? Yes ☒ No. If "Yes", please identify the offense, State of conviction and penalty imposed (attach additional sheets if necessary):

Rec'd PS
68
3/14/17 cash \$10.00



AGENDA ITEM 16

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: March 28, 2017															
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Kacey Weiss															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION		☐ WORK SESSION	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:														
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING														
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION														
	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Request for a Noise Variance from Calvary Baptist Church for a National Day of Prayer Event to be Held on May 4, 2017 from 12:00 p.m. – 1:00 p.m. at the Courthouse Gazebo and Authorize the Mayor to Execute Any Necessary Documentation																
SUMMARY STATEMENT: Pastor Billy Sutherland from Calvary Baptist Church has requested a noise variance for a National Day of Prayer event to be held on May 4, 2017 from 12:00 p.m. – 1:00 p.m. at the courthouse gazebo. They will be using sound amplification equipment. Both the Police Department and the Fire Department have approved the noise variance request.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Noise Variance Request																
FUNDING SOURCE (Where Applicable): N/A																
RECOMMENDED ACTION: Approve a request for a noise variance from Calvary Baptist Church for a National Day of Prayer event to be held on May 4, 2017 from 12:00 p.m. – 1:00 p.m. at the courthouse gazebo and authorize the Mayor to execute any necessary documentation																
APPROVALS: Terry K. Roberts																

NOISE VARIANCE REQUEST

Application Fee \$10.00

1. Name of sponsoring organization: CALVARY BAPTIST CHURCH
2. Name and address of individual making application on behalf of sponsoring organization: BILLY SUTHERLAND
PASTOR @ CALVARYBREMAM.ORG
3. Purpose of the Event: NATIONAL DAY OF PRAYER
4. Location of Event: COURTHOUSE / GAZEBO
5. Date of the event: MAY 4 2017
6. Time of Event: NOON
7. Event Set-up: From: 11:30 A To: NOON
Event Clean-up: From: 11:45 A To: NOON 1 PM
8. You are required to describe the following:
 - a) Types of Activities Planned and any additional information specific to this event: SING SOME SONGS AND PRAY
 - b) Bands/Musical Instruments: PA SYSTEM AND TWO INDIVIDUALS
 - c) Sound amplification equipment: PORTABLE BOSE
 - d) Cleanup provisions: I TAKE RESPONSIBILITY

BILLY SUTHERLAND
Name of Applicant (Printed or Typed)

Date: 3/22/2017

[Signature]
Applicant or Authorized Person's Signature

Phone: 713 703 1246

Have you ever been found guilty of a criminal offense involving crimes against property, moral turpitude, and/or a felony by any Court? Yes No If "Yes", please identify the offense, State of conviction and penalty imposed (attach additional sheets if necessary):



AGENDA ITEM 17

DATE OF MEETING: April 6, 2017	DATE SUBMITTED: April 3, 2017
DEPT. OF ORIGIN: City Manager	SUBMITTED BY: Ryan Rapelye

MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	☐ 1ST READING ☐ 2ND READING ☐ RESOLUTION

AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon the First Amendment to the Lease Agreement Between the City of Brenham and Wells Fargo Bank Texas to Provide for a Month-to-Month Lease of the ATM and ATM Lane Located at 110 W. Vulcan Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation

SUMMARY STATEMENT: The City acquired the motorbank property utilized by Wells Fargo as a Motorbank/ATM in 2001 and Wells Fargo has continued to maintain a lease agreement with the City. In December 2016, Wells Fargo notified City Manager Terry Roberts of their intent to opt out of their lease and vacate the motor bank operations at this facility on the City hall campus as of April 2, 2017. As part of the original lease, Wells Fargo maintained and operated the ATM, motor bank lanes and overall facility. Wells Fargo has had three renewals consisting of five year terms since 2002.

In January, staff brought an item for Council's review and discussion on the motor bank facility moving forward. As a next step, staff will be assessing the facility and developing proposals for considerations of other financial institutions from the community for potential use which would include the ATM at City hall. In the meantime, Wells Fargo has now requested an amendment to the original lease to reduce the leased premise specifically related to operations and management of the ATM on a month to month basis during this time period while staff is developing proposals.

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

A. PROS: This amendment of the original lease with Wells Fargo to reduce the leased premise to sole operations of the ATM at City hall will still provide an accessible ATM for customers who might need to withdraw funds for various businesses purposes at City hall. The City will continue to receive rent payment from Wells Fargo and will be a source of revenue until a new long-term lease is developed with another financial institution. Another benefit is the lease is month to month and either party may terminate the lease upon thirty days' notice.

B. CONS: This will be a short-term lease (month to month) which does not allow for potential prediction of revenue.

ALTERNATIVES (In Suggested Order of Staff Preference):

ATTACHMENTS: None
FUNDING SOURCE (Where Applicable):
RECOMMENDED ACTION: Approve the first amendment to the lease agreement between the City of Brenham and Wells Fargo Bank Texas to provide for a month-to-month lease of the ATM and ATM Lane located at 110 W. Vulcan Street, Brenham, Texas and authorize the Mayor to execute any necessary documentation
APPROVALS: Terry K. Roberts