



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, FEBRUARY 6, 2020 AT 1:00 P.M.
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN ST.
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Kolby**
- 3. Special Presentation**
 - **Life Saving Award Presented to Brenham Police Department Officer Andrew Adams** **Pages 1-2**
- 4. Swearing-In Ceremony of Presiding Municipal Court Judge John Winkelmann**
- 5. Service Recognitions**
 - **Steven Eilert, Police** **10 Years**
 - **Craig Reagan, Animal Control** **15 Years**
- 6. Citizens Comments**

CONSENT AGENDA

7. 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.

7-a. Minutes from the December 19, 2019 Regular City Council Meeting

- 7-b. Ordinance No. O-20-003 on Its Second Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District from a Combination of Residential District (R-1) and Commercial, Research and Technology District (B-2) to a Planned Development District (PDD) on Approximately 76.9 Acres of Land Located East of the Intersection of State Highway 36 and W. Blue Bell Road (aka FM 577), Being Further Described as a Portion of Tract 35 of the Phillip Coe Survey, A-31, and a Portion of Tract 219 and Tract 278 of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas (Case Number P-19-046)

Pages 3-23

WORK SESSION

8. Discuss and Review the FY2018-19 Fourth Quarter Financial Report **Pages 24-32**
9. Discussion and Presentation on an Agreement for Municipal Solid Waste Collection, Disposal and Recycling Services Between the City of Brenham and Brannon Industrial Group, LLC d/b/a BVR Waste and Recycling (RFP No. 19-003) **Pages 33-34**

REGULAR SESSION

10. Discuss and Possibly Act Upon the Payoff to JPMorgan Chase Bank for the Diamond Z Tub Grinder in the amount of \$466,879.48 **Pages 35-37**
11. Discuss and Possibly Act Upon a Memorandum of Understanding Between the City of Brenham and the Texas State Library and Archives Commission for Acceptance of the FY2020 Library Technology Academy Grant for Travel Expenses and Academy Program Implementation at the Nancy Carol Roberts Memorial Library and Authorize the Mayor to Execute Any Necessary Documentation **Pages 38-41**
12. Discuss and Possibly Act Upon Resolution No. R-20-004 Repealing Resolution No. R-16-009 Related to the Adoption of a Commercial Tax Phase-In Agreement with Valmont Coatings, Inc., and Approving the Mutual Cancellation of Said Agreement **Pages 42-47**
13. Discuss and Possibly Act Upon Resolution No. R-20-005 Providing for Support for Brazos Trace Brenham, LLC's Submission of an Application to the Texas Department of Housing and Community Affairs Requesting 2020 Competitive 9% Housing Tax Credits for the Fairview Terrace Development in Brenham, Washington County, Texas **Pages 48-53**
14. Discuss and Possibly Act Upon Resolution No. R-20-006 Confirming that Fairview Terrace LP, Brazos Trace Brenham, LLC, and the Brenham Housing Authority's Development, Fairview Terrace, Located at 700 Eleanor Drive Contributes to Concerted Revitalization Efforts within the City Limits of the City Brenham, Texas **Pages 54-57**

15. **Discuss and Possibly Act Upon Resolution No. R-20-007 Providing for Support for Trinity Brenham Trails, LP's Submission of an Application to the Texas Department of Housing and Community Affairs Requesting 2020 Housing Tax Credits for the Brenham Trails Development in Brenham, Washington County, Texas**
Pages 58-85
16. **Discuss and Possibly Act Upon Resolution No. R-20-008 Authorizing the Submission of a Grant Application Through the Criminal Justice Division of the Office of the Governor for the Rifle-Resistant Body Armor Grant Program**
Pages 86-87
17. **Discuss and Possibly Act Upon Recommendations for Appointments and/or Re-Appointments to Various City Boards and Committees**
Pages 88-95
18. **Administrative/Elected Officials Report**

EXECUTIVE SESSION

19. **Section 551.071 – Texas Government Code – Consultation with City Attorney and Section 551.072 – Texas Government Code – Deliberation Regarding Real Property – Consultation with City Attorney and Discussion Regarding the Barnhill Center at the Historic Simon Theater**
Page 96

RE-OPEN REGULAR AGENDA

20. **Discuss and Possibly Act Upon the Development, Operation and Possible Acquisition of the Barnhill Center at the Historic Simon Theater and Authorize the Mayor to Execute Any Necessary Documentation**
Page 97

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 February 6, 2020 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 February 3, 2020 at **12:15 PM**.

Kacey A. Weiss, TRMC

Deputy City Secretary I

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.
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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 _____, 2020 at _____ AM PM.

Signature

Title



BRENHAM POLICE DEPARTMENT

1800 LONGWOOD DRIVE

PHONE: (979) 337-7337

P.O. BOX 682

FAX: (979) 337-7342

BRENHAM, TX, 77834-0682



To Whom It May Concern,

I am pleased to write this letter of recommendation for Officer Andrew Adams and provide a testament as to why he is more than deserving of receiving a Life-Saving Award.

On August 21, 2019, at approximately 3:18 p.m. the Washington County Emergency Communications Center (Dispatch) dispatched a call for service in reference to a hemorrhage/laceration that was reported to be in front of the football field of the Blinn College campus by an unknown party. Officer Adams was monitoring radio traffic and was in the area of the call for service. Officer Adams was able to locate the patient, William Carl Knight, in front of the Bob Bullock building, a block from where the incident was reported. Officer Adams observed a substantial amount of blood on the ground and without hesitation, he withdrew his Combat Application Tourniquet from his patrol uniform and applied it to Knight's uppermost part of his left arm; immediately advising dispatch of the application. Lieutenant Curtiss Schoen arrived on the scene a short time after Officer Adams and assisted Officer Adams by placing QuikClot, a coagulant, to the wound on Mr. Knight's left wrist.

I later arrived on the scene and learned Mr. Knight was a contractor with Madison Construction. Mr. Knight was cutting bolts on the newly installed lights on campus with a handheld grinder and in the event of doing so, the grinder slipped during his last cut and he sustained a severe laceration to his left wrist. I further learned from the Blinn College case report for this incident the second artery and the tendon that operates Mr. Knight's thumb were severed.

"NO MAN IS ABOVE THE LAW AND NO MAN IS BELOW IT; NOR DO WE ASK ANY MAN'S PERMISSION WHEN WE REQUIRE HIM TO OBEY IT." THEODORE ROOSEVELT

The importance of Officer Adams prompt response and alertness played a crucial part in Mr. Knight surviving his injury. Studies have shown that life threatening blood loss has occurred with wrist injuries within 1-2 minutes with lacerations of less than 3mm in depth.

Officer Adams is a tremendous asset to the City of Brenham Police Department, and I strongly recommend him, without reservation, to be a recipient of the Life-Saving Award.

Regards,

A handwritten signature in blue ink, appearing to read 'T. Johnson', with a stylized flourish extending to the right.

Sergeant Terrence Johnson

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on December 19, 2019 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

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

Members absent:

Councilmember Adonna Saunders

Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary – Director of Administrative Services Jeana Bellinger, Deputy City Secretary I Kacey Weiss, Deputy City Secretary II Karen Stack, Assistant City Manager – Chief Financial Officer Carolyn Miller, Comptroller Stacy Hardy, Strategic Budget Analyst Debbie Gaffey, Melinda Gordon, Tammy Jaster, Fire Chief Ricky Boeker, Fire Marshal Roger Williams, Interim Police Chief Rusty Pancoast, Dant Lange, Todd Ashorn, Public Works Director Dane Rau, Development Services Director Stephanie Doland, Shauna Laauwe, Economic Development Director Susan Cates, Nancy Stafford, Stephen Draehn, Kevin Boggus and Caylee Rocka

Citizens present:

Blake Brannon, Brandon Roznovsky, Jay Howard, Rick Flammer, Russell Honerkamp, Marcus Wamble, and Ray Daugbjerg

Media Present:

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

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – City Manager James Fisher**

3. **Special Presentation**
 - **Economic Development Promotional Video**

CONSENT AGENDA

5. Statutory Consent Agenda

- 5-a. **Minutes from the November 14, 2019 Special City Council Meeting and November 21, 2019 Regular City Council Meeting**
- 5-b. **Ordinance No. O-19-043 on Its Second Reading Amending the FY2018-19 Adopted Budget**
- 5-c. **Ordinance No. O-19-044 on Its Second Reading Annexing the Hereinafter Described Territory into the City of Brenham and Adopting a Service Plan:**
 - Section 2019-1: Approximately 44.068 Acres of Land Situated in Washington County, Texas, Out of the Phillip Coe Survey, A-31, Consisting of a Single Tract of Land with Frontage Along Industrial Blvd., FM 332 and FM 389**
 - Section 2019-2: Approximately 0.643 Acres of Land Situated in Washington County, Texas, Part of the A. Harrington Survey, A-55, Consisting of Portions of Multiple Tracts of Land with Frontage Along the West Side of Old Masonic Road**
- 5-d. **Ordinance No. O-19-045 on Its Second Reading to Amend Appendix A – “Zoning” of the Code of Ordinances to Assign Zoning District Classifications to the Properties Being Considered for Annexation into the City Limits of the City of Brenham, Texas, and Being More Specifically Described Below (Case Number P-19-042):**
 - Section 2019-1: Approximately 44.068 Acres of Land Situated in Washington County, Texas, Out of the Phillip Coe Survey, A-31, Consisting of a Single Tract of Land with Frontage Along Industrial Blvd., FM 332 and FM 389**
 - Section 2019-2: Approximately 0.643 Acres of Land Situated in Washington County, Texas, Part of the A. Harrington Survey, A-55, Consisting of Portions of Multiple Tracts of Land with Frontage Along the West Side of Old Masonic Road**
- 5.e **Ordinance No. O-19-046 on Its Second Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District from Mixed Residential Use District (R-2) to Commercial, Research and Technology Use District (B-2) on a 0.186 Acre Tract of Land Located at 406 Church Street and Further Described as Lot 4A, Block 93, of the Original Town Addition, Brenham, Washington County, Texas (Case Number P-19-041)**

- 5-f. Ordinance No. O-19-047 on Its Second Reading Establishing the Drainage Utility Rate Tariff Schedules for the City of Brenham's Municipal Drainage Utility System**
- 5-g. Ordinance No. O-19-048 on Its Second Reading Amending the Boundaries of Tax Increment Reinvestment Zone Number One, City of Brenham, Texas to Include Additional Property Containing Approximately 199 Acres Generally Located Along the US Highway 290, South Market Street and West Main Street Corridors and Being Wholly Located Within the Corporate Limits of the City of Brenham, Texas**
- 5-h. Ordinance No. O-19-049 on Its Second Reading Approving the Tax Increment Reinvestment Zone Number One, City of Brenham, Texas Final Project and Finance Plan**
- 5-i. Ordinance No. O-19-050 on Its Second Reading Amending Ordinance No. O-18-019, Subsections, 3.1 and 3.2, Related to the Board of Directors of the Tax Increment Reinvestment Zone No. 1, City of Brenham, Texas**
- 5-j. Ordinance No. O-19-051 on Its Second Reading Amending Chapter 8, Fire Prevention and Protection, of the Code of Ordinances, City of Brenham, Texas**
- 5-k. Change Order Related to the Purchase of a Truck for the City of Brenham Water Treatment and Wastewater Treatment Departments from Hermann International, Through Sourcewell Contract No. 081716-NVS, in the Amount of \$5,150.00 and Authorize the Mayor to Execute Any Necessary Documentation**
- 5-l. Ordinance No. O-19-052 on Its Second Reading to:**
 - a. Amend Chapter 2, Administration, Article III, Municipal Court, of the Code of Ordinances of the City of Brenham for the Purpose of Repealing Section 2-20(d) Related to the Fees and Court Costs Associated with the Municipal Court Security Fund;**
 - b. Amend Chapter 2, Administration, Article III, Municipal Court, of the Code of Ordinances of the City of Brenham for the Purpose of Repealing Section 2-21, Municipal Court Technology Fund, and Providing for a New Section, Reserved, for Future Amendments to Chapter 2; and**
 - c. Amend Chapter 2, Administration, Article III, Municipal Court, of the Code of Ordinances of the City of Brenham for the Purpose of Repealing Section 2-23, Municipal Court Juvenile Case Manager Fund, and Providing for a New Section, Reserved, for Future Amendments to Chapter 2**
- 5-m. Acceptance of the 2019 Audit of the Washington County Appraisal District by Seidel, Schroeder & Company**
- 5-n. Purchase of Public Safety Equipment for Six (6) Recently Purchased Police Department Patrol Vehicles from Dana Safety Supply, Inc., Through Buyboard Contract No. 524-17 in the Amount of \$91,101.08 and Authorize the Mayor to Execute Any Necessary Documentation**

Mayor Tate requested that Item 5-f. be moved to the regular agenda for further discussion.

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve the Statutory Consent Agenda Items 5-a. through 5-n. as presented, with the exception of Item 5-f.

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

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

4. Citizens Comments

Citizen Russell Honerkamp addressed Council. Honerkamp stated that he is concerned about the placement of barricades during road construction. Honerkamp stated that he is specifically concerned with South Park Street, Second Street, and the railroad tracks. Honerkamp stated that improperly placed barricades block the road and prevent people from entering businesses in that area. Honerkamp advised that the City needs to do a better job of ensuring contractors correctly place the barricades, and if the contractors cannot do this, the City should monitor the barricades itself. Mayor Tate advised that Public Works Director Dane Rau would investigate this issue.

REGULAR SESSION

5-f. Ordinance No. O-19-047 on Its Second Reading Establishing the Drainage Utility Rate Tariff Schedules for the City of Brenham's Municipal Drainage Utility System

City Manager James Fisher presented this item. Fisher stated that staff has been asked to consider exempting Washington County and Brenham I.S.D. from the utility drainage charge. Councilmember Cantey asked why this had been requested. Fisher replied that the individual who made the request did not feel it was fair for the City of Brenham to charge other governmental entities. Cantey noted that she believed they should be included. Councilmember Herring stated that he agreed with Councilmember Cantey and felt that Washington County and Brenham I.S.D. are large contributors to the drainage problem. Mayor Tate asked what entities are exempt. Fisher stated that Blinn College and the Brenham State Supported Living Center are exempt under state law. Fisher also noted that Brenham I.S.D. does not object to being included in the ordinance.

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve Ordinance No. O-19-047 on its second reading Establishing the Drainage Utility Rate Tariff Schedules for the City of Brenham's Municipal Drainage Utility System.

Councilmember Kolby asked how much Washington County and Brenham I.S.D. would be expected to pay under the proposed Drainage Utility Rate Tariff Schedule. Fisher replied it is approximately \$22,000 annually for Brenham I.S.D. and \$9,000 annually for Washington County.

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

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

6. Discuss and Possibly Act Upon Resolution No. R-19-037 In Support of the Establishment of a Commercial Property Assessed Clean Energy (C-PACE) Program in Washington County, Texas

Economic Development Director Susan Cates presented this item. Cates explained that the Washington County Commissioners Court is considering the establishment of a C-PACE program in Washington County that would help local businesses finance energy efficiency and renewable energy improvements with private capital and pay back the cost of the improvements over time through property assessments.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve Resolution No. R-19-037 in support of the establishment of a Commercial Property Assessed Clean Energy (C-PACE) Program in Washington County, Texas.

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

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

7. Discuss and Possibly Act Upon Resolution No. R-19-038 Re-Adopting the Guidelines and Criteria for Granting Tax Phase-In in a Reinvestment Zone Created in the City of Brenham

Economic Development Director Susan Cates presented this item. Cates explained that in accordance with Texas Tax Code Chapter 312.002(c) the guidelines and criteria adopted by the governing body to govern tax abatement agreements are effective for two years from the date adopted. Cates stated that the City of Brenham Policy Statement on Property Tax Phase-In Incentive for Selected Commercial Enterprises was last adopted by Resolution R-2017-024 on December 7, 2017. Cates advised that therefore, to continue to offer Tax Phase-In as an economic development incentive for new and expanding commercial enterprises, the City Council is required to re-adopt the Policy. Cates noted that no changes have been made to the policy adopted in 2017.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve Resolution No. R-19-038 re-adopting the guidelines and criteria for granting Tax Phase-In in a Reinvestment Zone created in the City of Brenham.

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

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

8. Discuss and Possibly Act Upon Contract No. 2017-03 Related to the Jackson Street Storm Damage Repairs and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that on November 19, 2019 Strand and Associates, along with staff, opened bids regarding the Jackson Street Park Storm Damages. Rau noted that 4 bids were received, and they were very competitive.

Rau advised that staff has had success in receiving funding through the National Resources Conservation Service (NRCS) and the U.S. Department of Agriculture (USDA) relating to this project. Rau explained that NRCS has allocated roughly \$144,823 towards the restoration of this creek channel. Rau stated that this would be a 90/10 match in which the City would be responsible for roughly \$15,000 of the costs to restore the channel.

Rau explained that staff recommends awarding the base bid with Alternate One to Solid Bridge Construction, which provided the lowest base bid.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to award Contract No. 2017-03 to Solid Bridge Construction for the Base Bid along with Alternate Bid No. 1, in the amount of \$153,735.00, related to the Jackson Street Storm Damage Repairs and authorize the Mayor to execute any necessary documentation.

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

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

9. Discuss and Possibly Act Upon Contract No. 2019-02 Related to Hohlt Park Stream Restoration and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that on November 19, 2019 Strand and Associates, along with staff, opened bids regarding the Hohlt Park Stream Restoration Project. Rau noted that 8 bids were received, and they were very competitive.

Rau advised that staff has had success in receiving funding through the National Resources Conservation Service (NRCS) and the U.S. Department of Agriculture (USDA) relating to this project. Rau explained that NRCS has allocated roughly \$301,217 towards the restoration of this creek channel. Rau stated that this would be a 90/10 match in which the City would be responsible for the remainder of the costs to restore the channel.

Rau explained that staff recommends awarding the base bid with Alternate One to Solid Bridge Construction, which provided the lowest base bid. Rau reported that with Alternate One included, the City's cost would be approximately \$70,000.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to award Contract No. 2019-02 to Solid Bridge Construction for the Base Bid along with Alternate Bid No. 1, in the amount of \$371,459, related to Hohlt Park Stream Restoration and authorize the Mayor to execute any necessary documentation.

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

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

10. Discuss and Possibly Act Upon a Professional Services Agreement with Strand Associates, Inc. Related to Salem Road Improvements and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that over the last 5-7 years staff has targeted Salem Road for major improvements. Rau noted that staff has dedicated funds to reconstruct Salem Road from Highway 36 South to the railroad tracks (City Limits). Rau advised that in order to begin design and go through the bid process, staff would need to enter into a Professional Services Agreement with Strand and Associates to design, coordinate, and prepare plans for these improvements. Rau stated that the total project cost is estimated at \$1.4 million dollars. Rau explained that staff would expect the design process to be 3-4 months with construction beginning in the early summer of 2020. Rau noted that this project is funded with 2020 Certificates of Obligation.

A motion was made by Councilmember Herring and seconded by Councilmember Wright to approve a Professional Services Agreement with Strand Associates, Inc., in the amount of \$185,000, related to Salem Road Improvements and authorize the Mayor to execute any necessary documentation.

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

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

11. Discuss and Possibly Act Upon an Ordinance on Its First Reading Authorizing the Placement of Stop Signs on Cantey Street at Its Intersection with Gun and Rod Road

Public Works Director Dane Rau presented this item. Rau stated that over the past year

staff has been evaluating the area between Cantey Street and Gun and Rod Road. Rau noted that there has been an increase in traffic in the area due to two large residential developments. Rau also said the visibility in the area along Cantey Street is restricted due to a curve in the roadway that blocks visibility when pulling out from the Dillion Street intersections.

Rau reported that based on these issues, the Brenham Police Department and residents of Dillion Street have requested a three-way stop sign be placed at the intersection of Cantey Street and Gun and Rod Road.

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve an Ordinance on its first reading authorizing the placement of stop signs on Cantey Street at its intersection with Gun and Rod Road.

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

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

12. Discuss and Possibly Act Upon Bid No. 19-009 Related to the Resurface of the Leisure Deck at the Blue Bell Aquatic Center and Authorize the Mayor to Execute Any Necessary Documentation

City Secretary-Director of Administrative Services Jeana Bellinger presented this item. Bellinger reported that on December 10, 2019 the City of Brenham opened bids for the resurface of the leisure deck at the Blue Bell Aquatic Center. Bellinger noted that the bid was advertised in the Banner and available on the City's website.

Bellinger stated that the City received two bids, which were very close in cost. Bellinger said that although Progressive Commercial Aquatics was not the low bidder, staff is recommending the bid be awarded to Progressive based on best value to the City, as allowed in Local Government Code §252.043(b). Bellinger said the basis for this is Progressive's reputation, the quality of its work for the City, and the relationship the City has with Progressive.

A motion was made by Councilmember Kolby and seconded by Councilmember Wright to award Bid No. 19-009 for the resurface of the leisure deck at the Blue Bell Aquatic Center to Progressive Commercial Aquatics, Inc. in the amount of \$73,885.00, based on the best value provided to the City, and authorize the Mayor to execute any necessary documentation.

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

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

13. Discuss and Possibly Act Upon an Amendment to the City of Brenham Non-Consent Tow Contract for Participation in the City's Rotation Log for Non-Consent Tows and Authorize the Mayor to Execute Any Necessary Documentation

Councilmember Keith Herring presented this item. Herring reported that the Non-Consent Tow Task Force met on December 9, 2019 to discuss changes to the Non-Consent Tow Contract. Herring said that the task force would like to increase the towing rate for regular, medium, and heavy tows by \$50.00 (fifty) dollars each.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve an amendment to the City of Brenham Non-Consent Tow Contract for participation in the City's rotation log for non-consent tows and authorize the Mayor to execute any necessary documentation.

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

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

14. Discuss and Possibly Act Upon Authorizing City of Brenham Staff to Engage in Contract Negotiations with the Brannon Industrial Group Regarding RFP No. 19-003 for the Provision of Municipal Solid Waste Collection, Transfer, Removal, Disposal and Recycling Services to the City of Brenham and, Subject to the Progress of said Contract Negotiations, the City Council Anticipates Awarding and Approving a Contract for RFP No. 19-003 at the January 16, 2020 City Council Meeting

City Manager James Fisher presented this item. Fisher reported that the City solicited sanitation proposals this fall for the outsourcing of residential collection, curbside recycling,

collection station operation, and transfer station operations. Fisher noted that the City received a great response from several responsible companies that allowed staff the opportunity to select the best one for our community.

Fisher said the staff has been in discussions with the Brannon Industrial Group about outsourcing our sanitation operations to them. Fisher reported that they have been very responsive to the City's concerns about exceeding customer expectations and understanding that this is a significant step for the City. Fisher said that staff is working on a draft contract for these services; however, the process is taking longer than anticipated. Fisher said it is staff's intention to have a contract finalized for Council consideration on the January 16, 2020 Council agenda.

Mayor Tate asked whether this was for the final contract. Fisher replied that this is not the final contract. Tate asked whether this includes residential service. Fisher replied that it does include residential service, and the City will no longer be involved in any sanitation service. Councilmember Cantey asked where recycling would take place. Fisher responded that recycling would be curbside recycling, but Brannon Industrial Group may offer some recycling services to non-city residents at the collection station. Councilmember Herring asked whether a vote to approve this item would commit the City to entering into a contract with Brannon Industrial Group. Fisher replied that it did not, the contract would still need to be approved by Council.

A motion was made by Councilmember Herring and seconded by Councilmember Kolby to authorize City of Brenham staff to engage in contract negotiations with the Brannon Industrial Group regarding RFP No. 19-003 for the provision of Municipal Solid Waste Collection, Transfer, Removal, Disposal and Recycling Services to the City of Brenham and, subject to the progress of said contract negotiations, the City Council anticipates awarding and approving a contract for RFP No. 19-003 at the January 16, 2020 City Council meeting.

Jay Howard of Texas Disposal Systems commented that his company bid on this contract. Howard stated his company has been in business for forty-two years and can manage this type of transition well. Howard said his company could also manage the Transfer Station very well. Howard noted that Texas Disposal Systems brings about 5,000 tons of waste per year to the Brenham Transfer Station, and his company would have to change their business due to the City giving up control of the Transfer Station. Howard said he would like to see the City conduct negotiations with more than one company.

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

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

15. Discuss and Possibly Act Upon a Lease Agreement Between the City of Brenham and Brenham Heritage Museum, Inc. for the Lease of Real Property Being Located at 105 South Market Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher reported that the City has been in negotiations regarding this lease agreement for over two years. Fisher said the new lease has placed some performance measures that would help with the opening of the Museum in 2022. Fisher noted that the Museum Board has reviewed the agreement and is agreeable with the proposed document. Fisher reported that the proposed agreement has also received favorable review from the Federal government agencies responsible for the oversight of this building.

City Attorney Cary Bovey recommended two changes to the agreement as presented. Bovey said that the term in Article I should be amended so that the agreement commences January 1, 2020 and terminates December 31, 2070. Bovey also suggested that Article III should be amended to eliminate the phrase “but not limited to.”

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Wright to approve a Lease Agreement, with the changes requested by the City Attorney, between the City of Brenham and Brenham Heritage Museum, Inc. for the lease of real property being located at 105 South Market Street, Brenham, Texas and authorize the Mayor to execute any necessary documentation.

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

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

16. Administrative/Elected Officials Report

- **Notice of Intent Received from the Brenham Housing Authority of Its Intent to Apply for Federal Tax Credits**

Rick Flammer, representing Brenham Housing Authority (BHA), addressed Council. Flammer discussed an upcoming project to replace and renovate older housing units in the BHA. Flammer stated that BHA Board members would be coming back to Council in January for a resolution regarding the tax credits.

City Manager James Fisher reported on the following:

- The new Assistant City Manager of Public Services and Utilities, Donald Reese, will begin January 13th
- The Police Department participated in the Toys for Tots program
- City Hall will be closed December 24th, 25th and January 1st

Council adjourned into Executive Session at 2:09 p.m.

EXECUTIVE SESSION

17. Section 551.074 – Texas Government Code – Personnel Matters – Discussion and Deliberation Regarding the Appointment, Employment, Evaluation and/or Duties of the City of Brenham Chief of Police

Executive Session adjourned at 2:47 p.m.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary

ORDINANCE NO. O-20-003

AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS, AMENDING APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES, AND THE OFFICIAL ZONING MAP OF THE CITY OF BRENHAM, BY CHANGING THE ZONING DISTRICT CLASSIFICATION FROM A COMBINATION OF COMMERCIAL, RESEARCH AND TECHNOLOGY DISTRICT (B-2) AND RESIDENTIAL DISTRICT (R-1) TO PLANNED DEVELOPMENT DISTRICT (PD) ON AN APPROXIMATELY 76.9 ACRE TRACT OF LAND BEING A PORTION OF TRACT 35 OF THE PHILLIP COE SURVEY, A-31 AND A PORTION OF TRACT 219 AND TRACT 278 OF THE A. HARRINGTON SURVEY, A-55 LOCATED GENERALLY EAST OF THE INTERSECTION OF STATE HIGHWAY 36 N. AND W. BLUE BELL ROAD, IN BRENHAM, WASHINGTON COUNTY, TEXAS.

WHEREAS, the owners of the 76.9 acres of land generally located east of the intersection of State Highway 36 N and W Blue Bell Road, being further described as a portion of Tract 35 of the Phillip Coe Survey, A-31, and a portion of Tract 219 and Tract 278 of the A. Harrington Survey, A-55, in Brenham, Washington County, Texas, (the "Property"), have requested that the Property be rezoned; and

WHEREAS, the owners have presented an application to the City for a PD District to allow the construction of a single-family residential development; and

WHEREAS, at least fifteen (15) days after publication in the official newspaper of the City of the time and place of the public hearing and at least ten (10) days written notice of that hearing to the owners of the land within two hundred feet (200') of the Property in the manner required by law, the Planning & Zoning Commission held a public hearing on the proposal to rezone the Property to a Planned Development District; and

WHEREAS, the Planning & Zoning Commission recommended on December 16, 2019 that City Council grant such proposal to rezone the Property to a Planned Development District; and

WHEREAS, the City Council deems it appropriate to grant such proposed change in the zoning district classification of the Property.

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 AS FOLLOWS:

SECTION I.

PURPOSE AND INTENT. The Liberty Village Planned Development District (“Liberty Village PD”) is intended to guide land use and physical development of the subject property. This development plan is enacted as a means to provide the City and the Developer with alternative standards set forth by the City for their mutual benefit. This Liberty Village PD is intended to improve property utilization by facilitating the highest and best uses, strengthen the area economy, and promote the general welfare of the surrounding community. The Liberty Village PD reflects the goals of the City’s adopted Comprehensive Plan - Historic Past, Bold Future: Plan 2040 which establishes recommendations for developing quality neighborhood design. To this end, the Liberty Village Subdivision shall include public amenities such as, but not limited to, sidewalks, multimodal trails, landscaping and parkland which exceed City of Brenham subdivision standards and are intended to provide a valuable product for the Brenham community. The Liberty Village PD shall allow only single-family residential uses on approximately 76.9 acres of land out of the Arrabella Harrington Survey, being generally east of the intersection of FM 577 and State Highway 36 (Planning Area Exhibit 1).

SECTION II.

DEFINITIONS. Terms that are not expressly defined herein below shall have the meanings set forth in the City of Brenham Code of Ordinances. Terms not defined in either this Liberty Village PD or the City of Brenham Code of Ordinances shall have their ordinary dictionary meanings, based on the latest edition of Merriam-Webster’s Unabridged Dictionary.

- A. Liberty Village Residential Association, Inc. (“Residential Association”) – shall mean the residential homeowners’ association formed for the purpose of the enforcement and administering of the provisions of the Declaration of Covenants, Conditions and Restrictions for the Liberty Village Subdivision (Residential Property), including, but not limited to, maintenance of Common Areas, Centralized Park, Landscaping and Regional Hike and Bike Trails, to be recorded in the Real Property Records of Washington County, Texas.
- B. Liberty Village Declaration of Covenants, Conditions and Restrictions – shall mean the Declaration of Covenants, Conditions and Restrictions promulgated by the board of directors of the Residential Association and recorded in the Official Records of Washington County, Texas, as may be amended and/or supplemented from time to time.
- C. Front elevation – shall mean the front exterior appearance (façade) of a home.
- D. Pedestrian Peninsula – shall mean a curb extension that shortens the distance of crosswalks to enhance pedestrian safety.
- E. Play Activities – shall mean the activities included on playground equipment including, but not limited to, slides, fire pole, cargo net, and similar features.

SECTION III.

LAND USE AND PHYSICAL DEVELOPMENT. Unless stated otherwise herein, the physical development in this PD district shall comply with all development standards, codes, regulations and limitations of the City of Brenham Code of Ordinances that apply to a Residential (R-1) zoning district, and subject to additions, modifications or exceptions described herein below:

- A. As required by the Liberty Village Declaration of Covenants, Conditions and Restrictions, the front elevation of each home shall have a minimum of 20% masonry exclusive of windows, doors, gables, walls above roof lines and porches and patios greater than thirty-two (32) square feet in size.
- B. No front elevations shall be repeated more than every third lot. Each home must have a different front elevation from the home across the street.
- C. Minimum square footage of each home shall be 1,225 square feet, exclusive of garages, porches, patios, and areas of the home that are not air-conditioned.
- D. Each single-family dwelling shall include, at a minimum, a two-car private, enclosed garage.
- E. Each lot shall be landscaped and irrigated, at minimum, with a fully sodded yard. Within each front yard, at least one (1), 2-inch caliper hardwood shade tree as measured at six inches (6") above the tree base, and at least five (5), 1-gallon shrubs shall be planted prior to the issuance of the certificate of occupancy.
- F. Public sidewalks shall be constructed on both sides of public right-of-way within the development and shall be four inches (4") in thickness to ensure long-term durability and shall have a minimum width of five feet (5'). Sidewalk segments shall be installed concurrently throughout the development as shown on Sidewalk and Trails Exhibit 3.
- G. To promote safety and help reduce vehicular traffic, the developer shall coordinate a pedestrian access point to the Brenham Independent School District (BISD) property to the southeast which shall be maintained by the Residential Association. The location of this access point will be coordinated with BISD and will terminate at the common property line.
- H. Common Areas and Detention Areas, as shown on Planning Area Exhibit 2, shall serve as public access passive parks to be maintained by the Residential Association. On the perimeter of the drainage detention facilities, sports equipment such as soccer goals, frisbee golf and/or other open space activity equipment, shall be provided to supplement these areas. Additionally, a minimum of 4,000 linear feet, concrete, five foot (5') wide all-weather trail(s) shall be constructed around the Common Areas cumulatively and shall connect to the public sidewalk system proposed throughout the subdivision.
- I. A stained, capped and trimmed, wooden perimeter fence with masonry columns spaced every 150 feet shall be installed by the developer adjacent to and along Blue Bell Road, State Highway 36, and Burleson Street rights-of-way (Sidewalk and Trails Exhibit 3). Said perimeter fence shall be maintained by the Residential Association. All other perimeter fencing shall be stained 6-foot wooden, privacy fence.

- J. A standalone, centralized public park, to be maintained by the Residential Association, shall be provided within the development (Planning Area Exhibit 2). Within the park, there shall be a looped five-foot (5') wide all-weather trail, playground equipment facilities with at least five (5) play activities, and a minimum 20-foot x 20-foot covered pavilion. Construction of the centralized park shall be completed prior to issuance of the first Certificate of Occupancy in Phase 2.
- K. A main entry monument sign and landscaping shall be provided at the entrance on Blue Bell Road; a secondary monument sign and landscaping shall be provided on the entrance from Burleson Street. Said sign and landscaping shall comply with the City of Brenham Sign Ordinance, and shall be maintained by the Residential Association.
- L. Prior to the first Certificate of Occupancy being issued for each phase of the development, trees shall be planted throughout the community at a ratio of ½ the number of lots in each phase reflected on the plat. Required trees shall be placed in Common Areas, Parks, along trails and sidewalks, or visible from Blue Bell Road, State Highway 36 and Burleson Street. Fifty percent (50%) of the required trees shall be hardwood shade trees. All required trees shall measure six feet (6') tall and two inches (2") in caliper when measured six inches (6") from the ground.

SECTION IV.

SUBDIVISION OF LAND. The subdivision of land within the Liberty Village PD shall be in accordance with subdivision standards for properties in a Residential (R-1) zoning district with the following exceptions or additions to ordinary standards:

- A. Front yards shall have a minimum depth of 25 feet as per current city ordinance.
- B. Side yards shall have a minimum depth of 7.5 feet unless adjacent to a side street in which case the minimum side yard shall be 15 feet.
- C. Rear yards shall have a minimum depth of 20 feet.
- D. The average lot depth shall not be less than 115 feet as per current city ordinance.
- E. The minimum lot width shall be 55 feet.
- F. The minimum lot area shall be 6,325 square feet.
- G. At least 40% of all platted lots within the development shall be a minimum of 7,000 square feet or greater.
- H. At least 60% of all platted lots within the development shall be a minimum of 6,600 square feet or greater.
- I. The minimum right-of-way standards shall be a 50 feet wide dedicated right-of-way with 30-foot wide pavement, measured from back-of-curb to back-of-curb.
- J. Three (3) pedestrian peninsulas as shown on Planning Area Exhibit 2 shall be provided as traffic calming measures to break up longer than average block lengths. Pedestrian crossings shall be provided at the pedestrian peninsula locations.

SECTION V.

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

SECTION VI.

This Ordinance shall in no manner amend, change, supplement or revise any portion 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 16th day of January, 2020.

PASSED and APPROVED on its second reading this the 6th day of February, 2020.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

EXHIBIT “A”

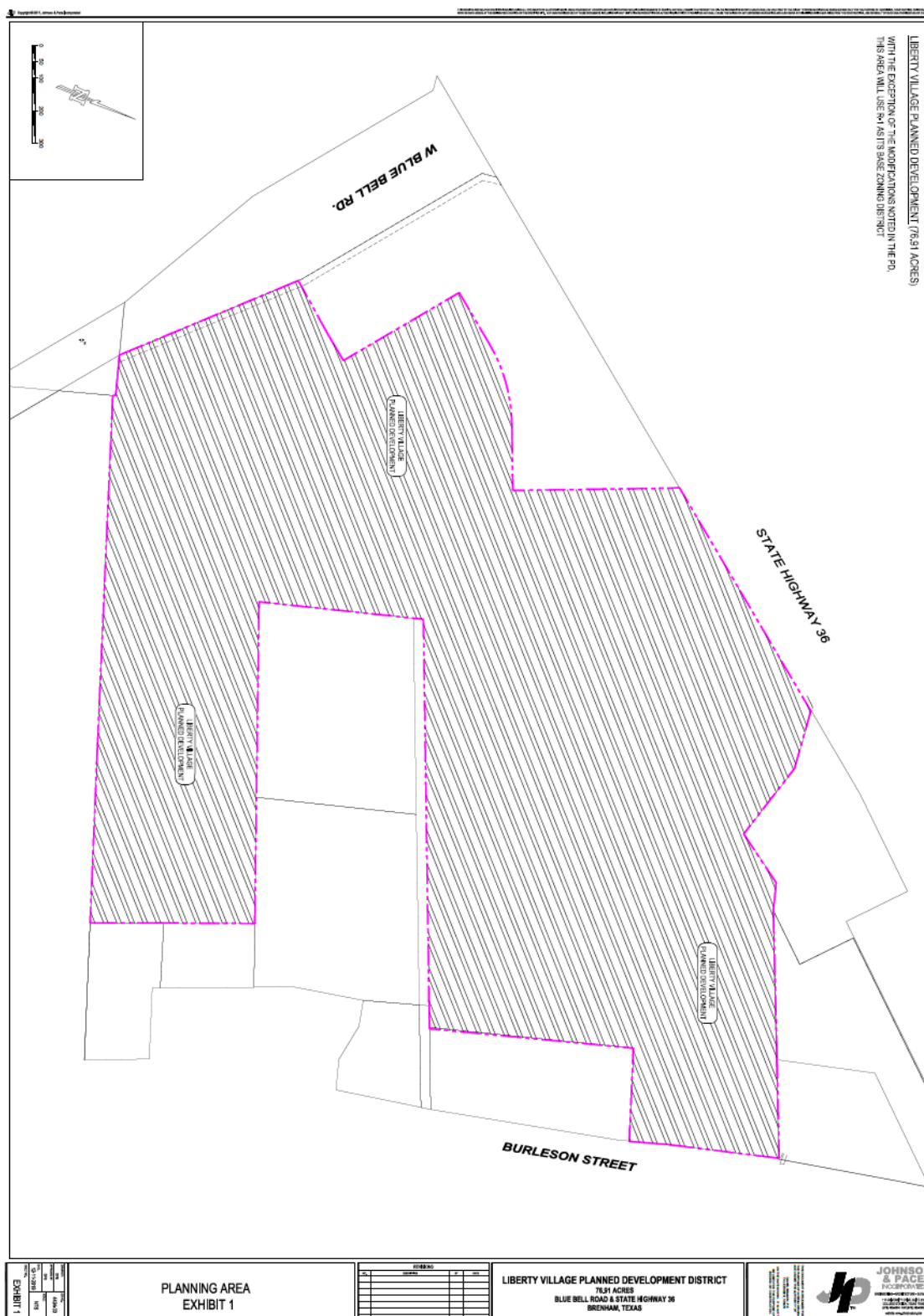


EXHIBIT “B”

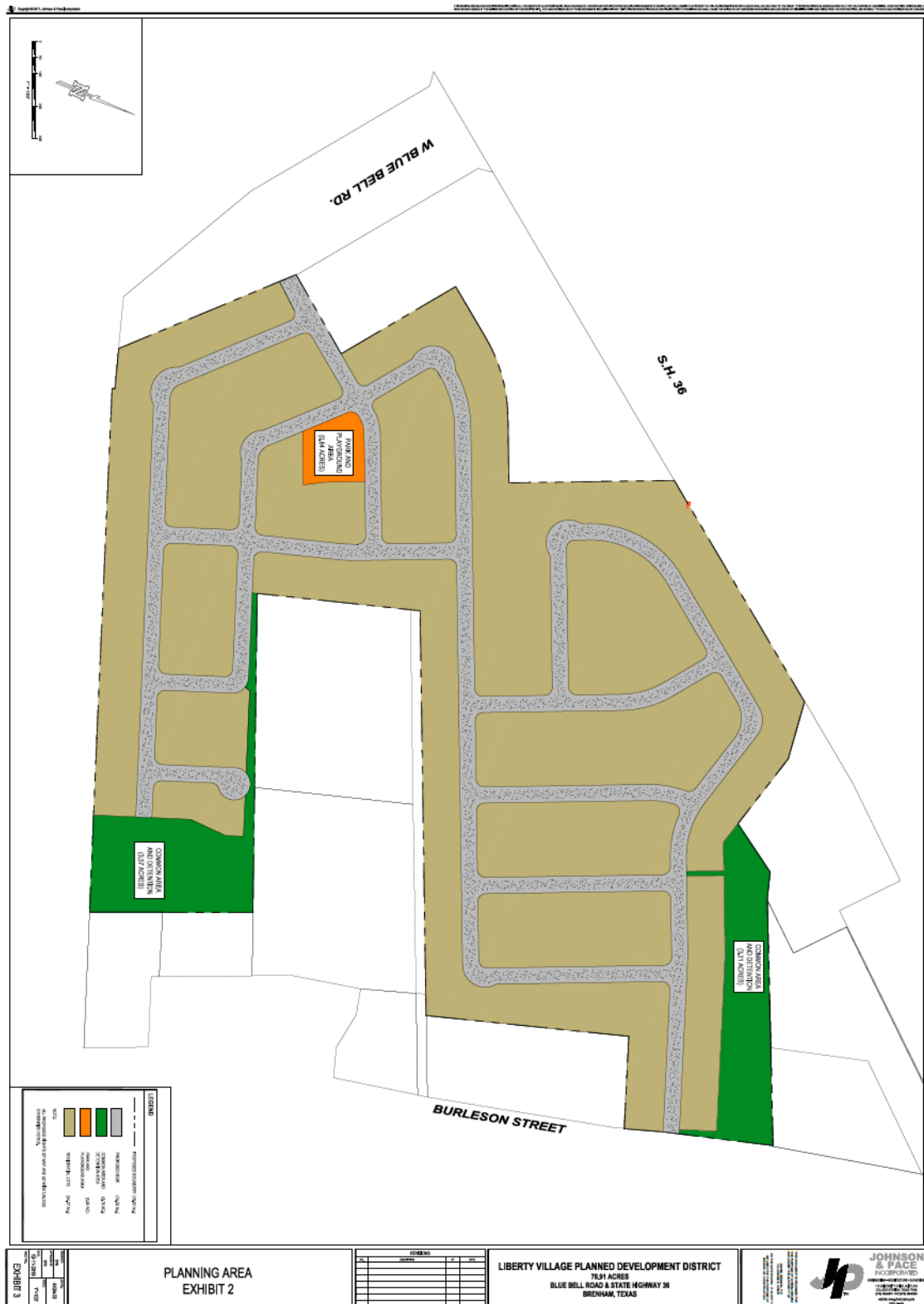
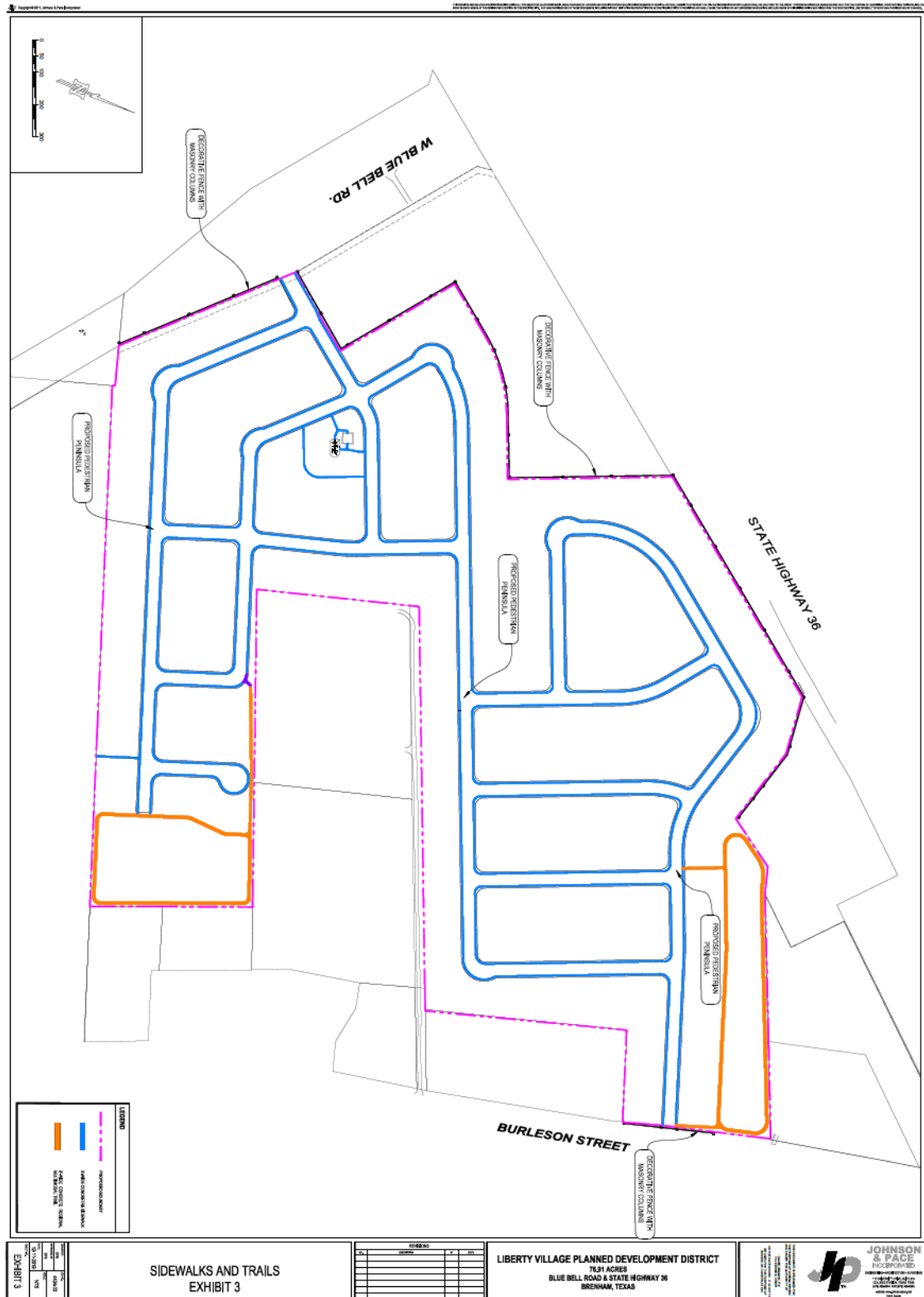


EXHIBIT "C"





AGENDA ITEM 8

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 21, 2020
DEPT. OF ORIGIN: Finance	SUBMITTED BY: Carolyn D. Miller
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 Review FY2018-19 Fourth 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) FY2018-19 Fourth Quarter Financial Report from ACM-CFO; and (2) Financial Performance Reports for General Fund and Five Utility Funds	
FUNDING SOURCE (Where Applicable):	
RECOMMENDED ACTION:	
APPROVALS: James Fisher	



MEMORANDUM

To: Mayor, Council and City Manager

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

Subject: FY2018-19 Fourth Quarter Financial Report

Date: January 20, 2020

The Finance Division is pleased to provide financial performance reports for the period ending September 30, 2019. The General Fund (excluding sub-funds) and the five major utility funds are presented. Electric and Gas Funds are presented without the impact of wholesale power and gas commodity costs which are recovered by pass-thru revenue.

We have prepared a new bar chart format for ease in reviewing period-to-date revenues, expenditures and net revenues (losses). Amounts are shown for the FY18 actuals, FY19 budget, FY19 actuals, and the FY19 annual budget. A narrative is also shown for each section.

FINANCIAL PERFORMANCE SUMMARY

Fund	For Period Ending September 30, 2019 (Amounts in thousands)				
	YTD Revenues & Other Sources	YTD Expenditures & Other Uses	Actual Net Revenues (Loss)	Budgeted Net Revenues (Loss)	Actual to Budget Comparison Fav/(Unfav)
General	\$18,169	\$18,438	(\$270)	(\$406)	\$136
Electric Distribution	\$7,341	\$7,197	\$144	(\$441)	\$585
Gas Distribution	\$1,522	\$1,539	(\$17)	(\$219)	\$202
Water	\$4,544	\$4,824	(\$280)	(\$547)	\$267
Wastewater	\$4,052	\$5,301	(\$1,248)	(\$620)	(\$628)
Sanitation	\$3,691	\$3,522	\$169	\$161	\$8

- **General Fund** - favorable by \$136,286; expenditure savings from operations reduced the use of reserves for the replacement of public safety vehicles;
- **Electric Fund** – favorable by \$584,496; savings in capital outlays due to deferral of purchase until Fiscal Year 2019-20; lower franchise tax to General Fund on lower kWh consumption; and favorable department expenditures;
- **Gas Fund** – favorable by \$202,187; deferral of Impact Fee Study and Master Plan; and favorable operating expenditures;
- **Water Fund** –favorable by \$267,289; deferral of Impact Fee Study and Master Plan; and favorable capital expenditures resulting from 2016 storm water project delays offset by unbudgeted water line extension projects;
- **Wastewater Fund** – unfavorable by \$627,803; due to timing variance between progress payments made by the City to the contractor on the Hog Branch Erosion Project and receipt of reimbursement payments from FEMA;
- **Sanitation Fund** – favorable by \$7,907; on track with budget.

CONCLUSION

All Funds except for the Wastewater Fund experienced favorable performance for the fiscal year ending September 30, 2019. The Wastewater Fund was unfavorable due to timing of reimbursements from FEMA. We consider our overall financial position to be strong with no unusual trends or concerns noted.

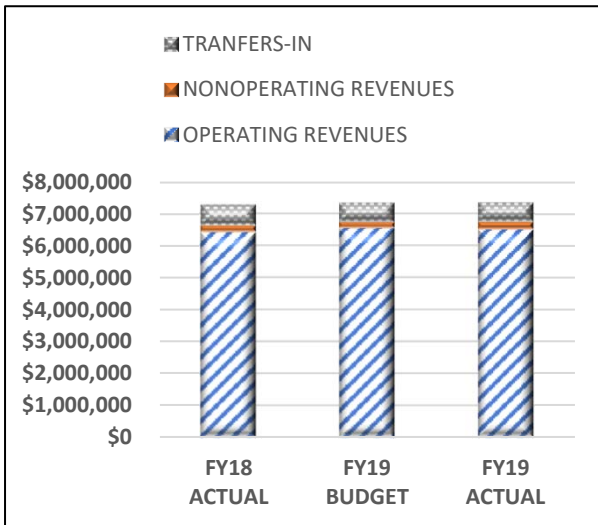
After you have reviewed this quarterly financial performance report, should you have any questions or comments prior to the council meeting, please do not hesitate to contact Debbie Gaffey or me directly.

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.

REVENUES AND OTHER FINANCING SOURCES

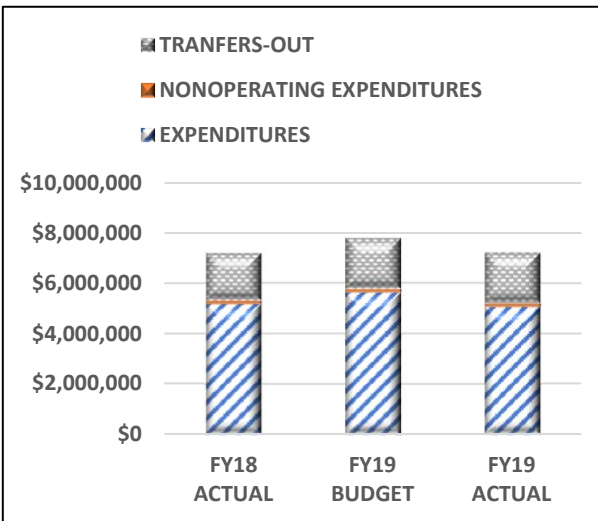
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ELECTRIC FUND - FINANCIAL RESULTS - DISTRIBUTION



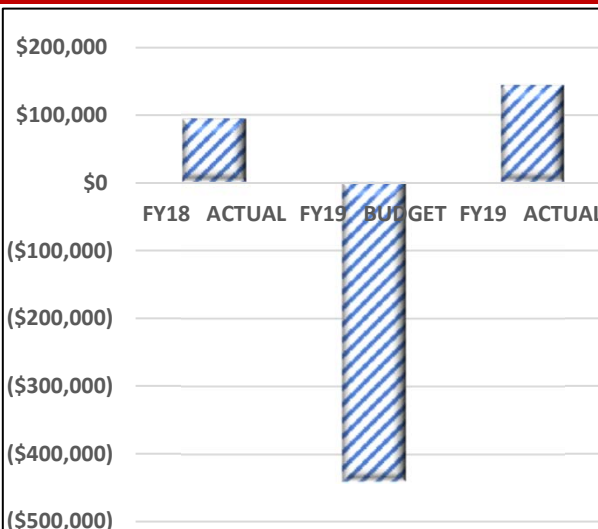
For Fiscal Year 2018-19, actual distribution revenues, other financing sources, and transfers-in of \$7.3 million exceeded budget projections by \$15,512 or 0.2 percent and exceeded prior year results by \$73,029 or 1.0 percent. For revenues, actual kWh consumption at 273.9 million was lower than the 283.9 kWh budgeted and lower than FY18 kWh consumption of 278.7 million. As a result, billed consumption revenues were lower than budget and prior year. Investment income pushed nonoperating revenues above budget estimates while transfers-in from the other utility funds were close to budget.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For Fiscal Year 2018-19, actual distribution operating expenditures, uses of other financing sources, and transfers-out were \$568,985 or 7.3 percent favorable (lower) than budget and (\$23,209) or (0.3) percent unfavorable (higher) than prior year. Capital expenditures were \$322,354 favorable to budget with the purchase deferral of a \$200,000 bucket truck into Fiscal Year 2019-20. Franchise tax was \$127,153 lower than budget on lower kWh consumption revenues. There was approximately \$48,000 savings in personnel costs due to turnover. Supplies, maintenance, contractual services, and miscellaneous expenditures were also favorable (lower) than budget.

INCREASE/(DECREASE) OF FUND BALANCE

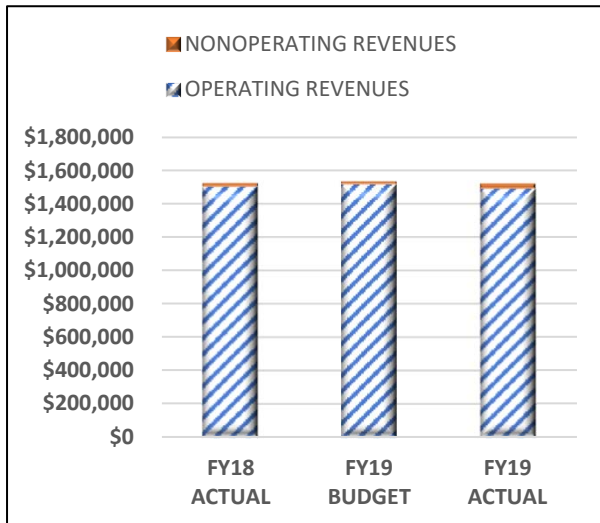


For Fiscal Year 2018-19, fund balance for distribution operations increased \$143,873. Net distribution operating revenues were favorable to budget by \$584,496 and exceed prior year by \$49,819.

For purchased power pass-through accounted for in Fund 122, an over collection of \$953,221 was recognized in Fiscal Year 2018-19. The over collection represents the City's share of profit attributable to LCRA selling excess generation in late summer when the market was priced at maximum cap. The over collection will be passed back (credit) to customer's in Fiscal Year 2019-20.

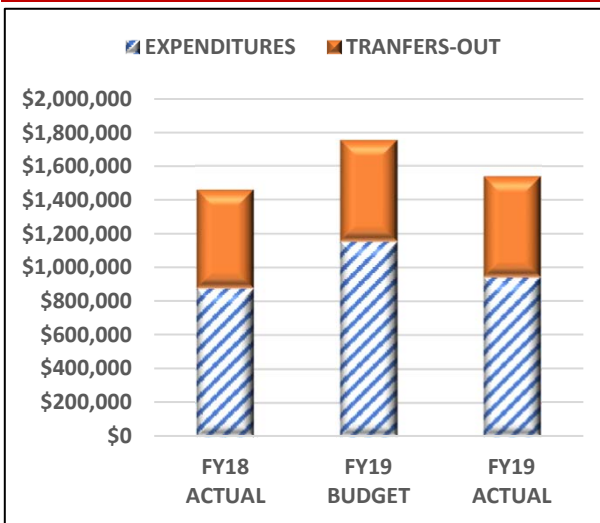
FUND 102

REVENUES AND OTHER FINANCING SOURCES



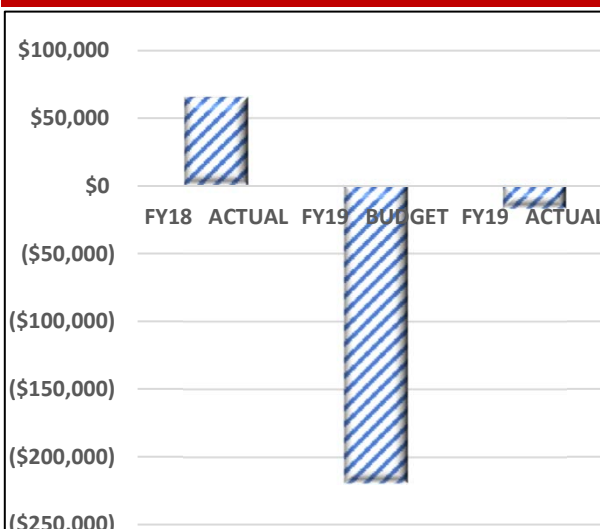
For Fiscal Year 2018-19, actual distribution revenues and other financing sources of \$1.5 million, closely tracked budget and prior year actuals. Distribution revenues were lower on lower mcf consumption. Actual mcf consumption at 463,286 was lower than the 497,828 mcf budgeted and lower than FY18 mcf consumption of 491,582. Milder winter weather reducing heating needs and the closure of the Valmont galvanizing plant contributed to lower consumption. Higher than expected investment income boosted overall results for FY18-19 and brought year-end performance closer to budget estimates.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



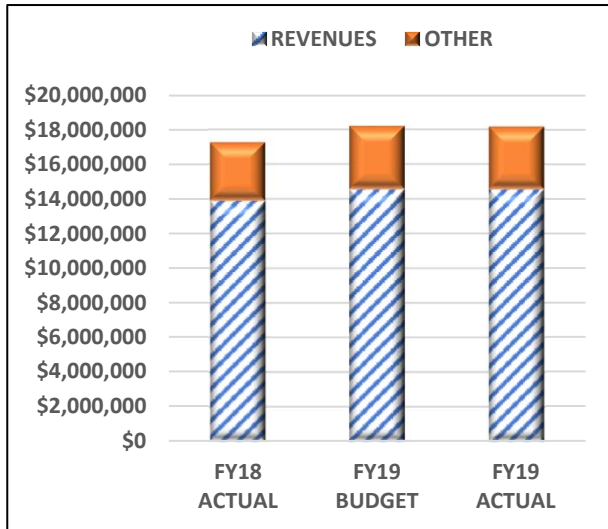
For Fiscal Year 2018-19, actual distribution operating expenditures and transfers-out were \$214,090 or 12.2 percent favorable (lower) than budget and (\$16,342) or (1.1) percent unfavorable (higher) than prior year. Contractual services were \$173,663 lower than budget due to the deferral of the Impact Fee Study and Master Plan. Capital outlay, supplies, and maintenance expenditures were under budget and helped offset overages in salaries, franchise tax (higher commodity pass-through costs), and miscellaneous expenditures.

INCREASE/(DECREASE) OF FUND BALANCE



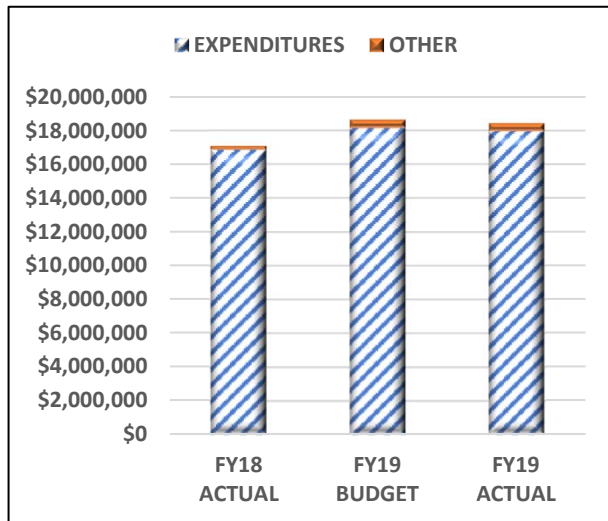
For Fiscal Year 2018-19, fund balance for distribution operations decreased (\$17,245). Net distribution income was favorable to budget by \$202,187 largely due to favorable operating expenditures but below prior year by (\$82,779) due to higher operating expenditures.

REVENUES AND OTHER FINANCING SOURCES



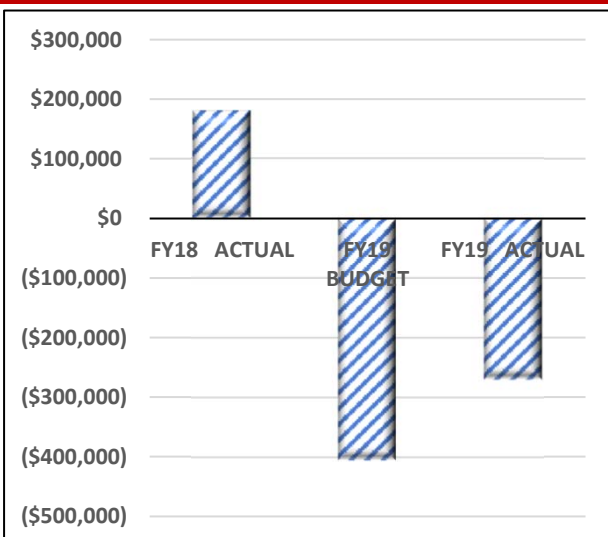
For Fiscal Year 2018-19, actual revenues and other financing sources were within 99.7% of the budget projection of \$18.2 million and exceeded prior year results by 5.2 percent or \$892,121. Revenues generated from taxes and other charges for services were within \$1,100 of budget projections. Taxes, intergovernmental revenue, services revenues, investment income, and miscellaneous revenues were higher than budget and offset budget shortfalls in licenses and permits, fines and forfeitures, and contributions from BCDC. Other financing sources were under budget projections for insurance proceeds and transfers-in from the utility funds (lower cost of services).

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For Fiscal Year 2018-19, actual expenditures and uses of other financing sources were \$198,640 or 1.1 percent favorable (lower) than budget and (\$1.3) million or (7.8) percent unfavorable (higher) than prior year. Budgetary savings in programs provided by Culture and Recreation, Highways and Streets, and Public Safety were offset by budgetary overages in General Government, Health and Welfare, and Capital Outlay programs. The significant budgetary savings in Personnel (turnover) and Sundries was absorbed by overages in Services (consultants) and maintenance costs. Overall, the City expenditures did not exceed budget.

INCREASE/(DECREASE) OF FUND BALANCE

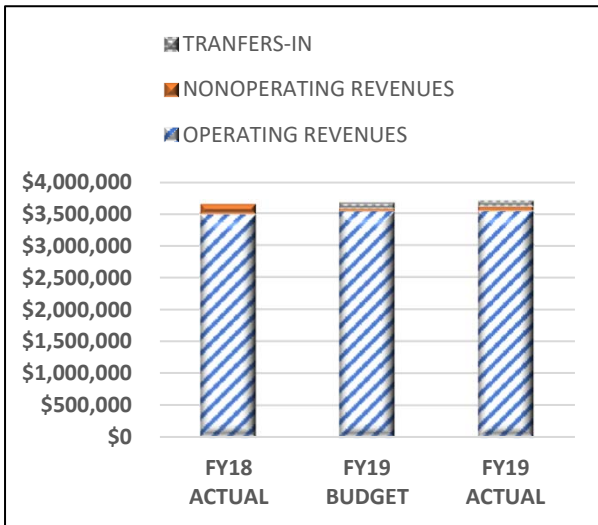


For Fiscal Year 2018-19, there was a decrease in reserves of (\$269,575) which was favorable to budgeted reserve use of (\$405,861). Use of surplus reserves was budgeted for the replacement of public safety vehicles. Expenditure savings from operations reduced the use of surplus reserves. In Fiscal Year 2017-18, reserves increased \$180,153.

REVENUES AND OTHER FINANCING SOURCES

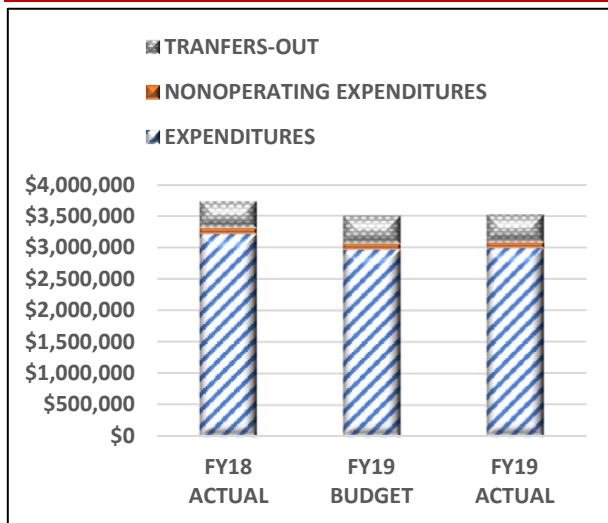
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SANITATION FUND - FINANCIAL RESULTS



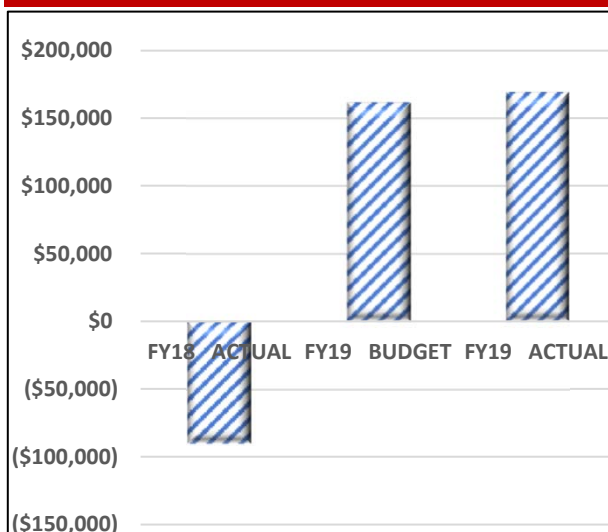
For Fiscal Year 2018-19, actual revenues, other financing sources, and transfers-in of \$3.7 million, closely tracked the budget forecast and were slightly higher than prior year's results. Nonoperating revenues fluctuated on sales of fully depreciated assets. Insurance proceeds of \$93,316 were transferred into the Sanitation Fund from the Wastewater Fund to help cover the replacement costs of an excavator destroyed by fire. The old excavator was previously owned by the Wastewater Fund but was used to manage the mulch pile at the Collection Station.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For Fiscal Year 2018-19, actual operating expenditures, nonoperating expenditures, and transfers-out of \$3.5 million closely tracked budget and were lower than the \$3.7 million in prior year. Contractual services for disposal costs were significantly higher than budget due to a higher usage of the Twin Oaks (Bryan) versus Clean Harbors landfill. Capital costs were higher in prior year with the replacement of transfer trucks, trailers and a garbage truck.

INCREASE/(DECREASE) OF FUND BALANCE



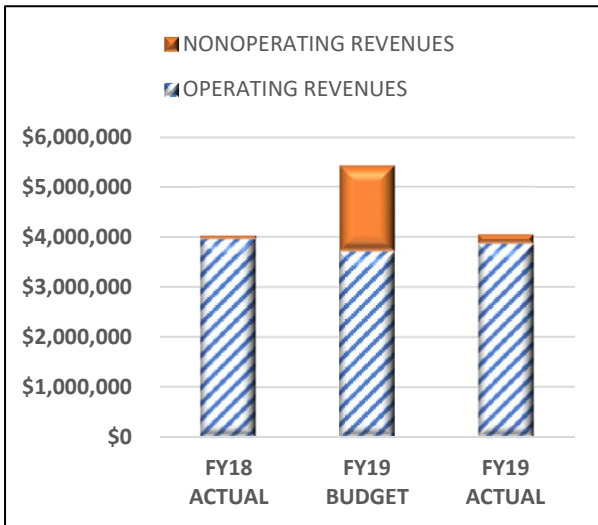
For Fiscal Year 2018-19, net income increased \$169,367 and was slightly higher than the \$161,460 budgeted and higher than the loss of (\$90,087) from prior year.

FUND 106

REVENUES AND OTHER FINANCING SOURCES

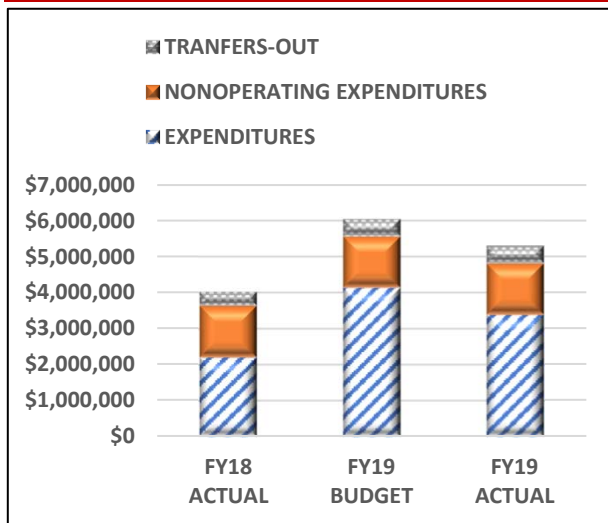
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9/30/19

WASTEWATER FUND - FINANCIAL RESULTS



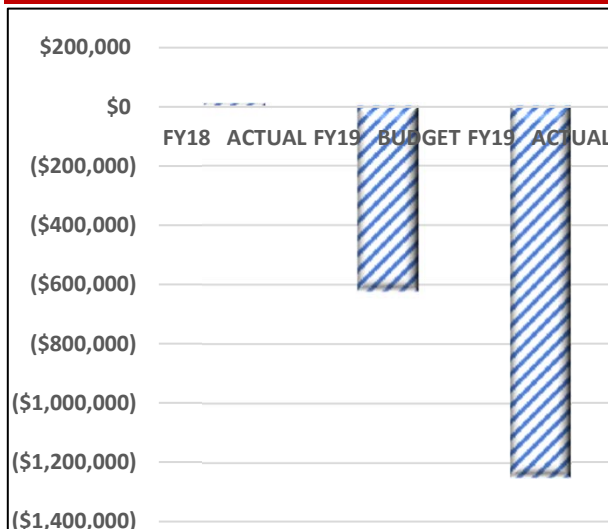
For Fiscal Year 2018-19, actual revenues and other financing sources of \$4.1 million, were below the \$5.4 million budget forecast but slightly higher than prior year's results. The \$1.7 million budgeted in nonoperating revenues for FEMA reimbursement on the Hogg Branch Erosion Project was not received as the project was not completed by the end of the fiscal year. Operating revenues of \$3.9 million were higher than budget by \$158,382 with industrial surcharges running \$100,903 higher than budget projections. Operating revenues were (\$96,281) lower than prior year with industrial surcharges running (\$194,297) lower.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For Fiscal Year 2018-19, actual operating expenditures, nonoperating expenditures, and transfers-out of \$5.3 million, were \$748,666 or 12.4 percent favorable (lower) than budget and (\$1.3) million or (31.9) percent unfavorable (higher) than prior year. Capital outlays were \$563,882 favorable to budget and (\$1.3) million unfavorable to prior year due to the Hogg Branch Erosion Project. Significant progress was made on this project during the year and completion is expected in early Fiscal Year 2019-20. Budget savings were realized in plant maintenance, salaries (turnover), supplies, and contractual services due to deferral of the Impact and Master Plan studies. Transfers-out closely tracked budget but were higher than prior year's.

INCREASE/(DECREASE) OF FUND BALANCE

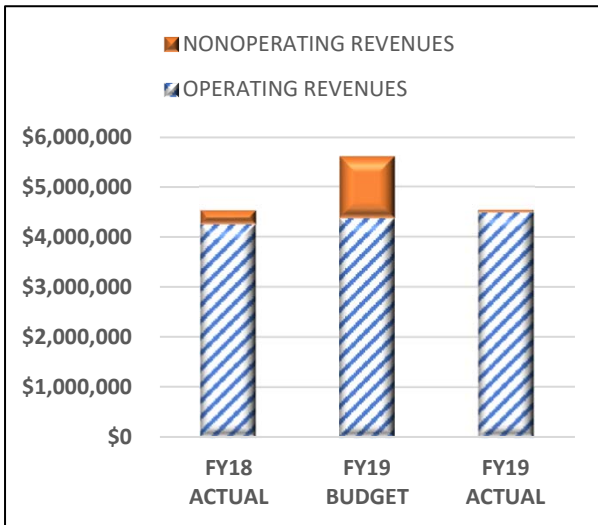


For Fiscal Year 2018-19, net income decreased (\$1.2) million and was less than the planned budget loss of (\$620,596) and prior year's net income of \$9,252. The net loss was bigger because of a timing variance between progress payments made by the City to the contractor on the Hog Branch Erosion Project and receipt of reimbursement payments from FEMA.

FUND 105

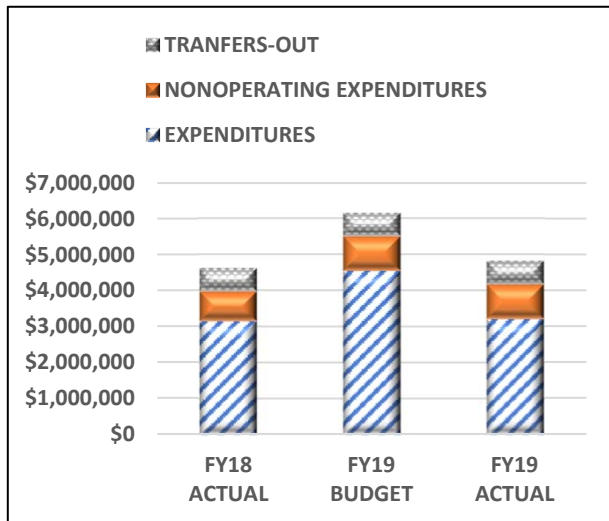
REVENUES AND OTHER FINANCING SOURCES

YTD
9/30/19



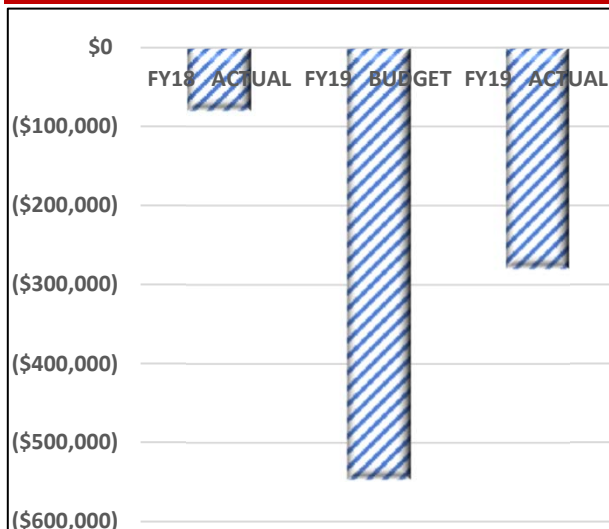
For Fiscal Year 2018-19, actual revenues and other financing sources of \$4.5 million, were below the \$5.6 million budget forecast but comparable to prior year's results. The \$1.2 million budgeted for FEMA reimbursements for 2016 storm projects was not received due to project delays. Water consumption revenues were lower than budget on lower water usage. Customers consumed 767.7 million gallons for the year compared to 834.6 million budgeted and 848.2 million consumed in prior year. Unusually wet winter weather contributed to lower consumption. A reimbursement from Washington County for water line extension to the new Road and Bridge office increased revenues above budget despite lower consumption.

EXPENDITURES AND OTHER USES OF FINANCING SOURCES



For Fiscal Year 2018-19, actual operating expenditures, nonoperating expenditures, and transfers-out of \$4.8 million, were (\$1.3) million or (21.6) percent lower than budget and \$208,741 or 4.5 percent higher than prior year. 2016 storm water project delays resulted in capital costs (\$1.3) million lower than budget offset by unbudgeted spending of \$389,740 for a water line extension for Washington County and \$68,107 for a water line extension to Chappell Hill for the Baker-Katz project. Contractual services were (\$329,698) lower than budget due to the deferral of the Impact Fee Study and Master Plan. Transfers-out closely tracked budget but were higher than prior year's.

INCREASE/(DECREASE) OF FUND BALANCE



For Fiscal Year 2018-19, net income decreased (\$280,521). Net income was favorable to budget by \$267,292 but unfavorable to prior year by (\$199,456).

WATER FUND - FINANCIAL RESULTS

FUND 104



AGENDA ITEM 9

DATE OF MEETING: February 6, 2020		DATE SUBMITTED: January 31, 2020	
DEPT. OF ORIGIN: Public Works		SUBMITTED BY: Dane Rau	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☐ PUBLIC HEARING	☐ 1ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2ND READING	
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION	
	☒ WORK SESSION		
AGENDA ITEM DESCRIPTION: Discussion and Presentation on an Agreement for Municipal Solid Waste Collection, Disposal and Recycling Services Between the City of Brenham and Brannon Industrial Group, LLC d/b/a BVR Waste and Recycling (RFP No. 19-003)			
SUMMARY: On October 4, 2019 request for proposals were opened regarding Solid Waste Services for Residential Collection, Commercial Sanitation, Recycling Services, and Collection Operations for City of Brenham residents and businesses. After evaluating the proposals, it was evident that the Brannon Industrial Group, LLC (BIG) submitted the best value to the City overall. These evaluations were discussed with the Utilities Subcommittee of Council and approved by the full City Council on January 16, 2020 to allow city staff to continue working with BIG to finalize a solid waste services contract. Several City staff members have been diligently working with BIG over the last 4-5 weeks to “iron out” a final contract document that will be the basis of the initial five-year contract. As of right now, the contract document will consist of the following sections: - General Terms and Conditions - Residential Waste Collection and Recycling Services - Commercial Waste Collection and Recycling Services - Collection and Transfer Station Services During this work session item, staff will update the Council on the status of the contract and those items that are still being negotiated with BIG. Staff will bring back the final contract document for approval by the City Council at the February 20, 2020 meeting. As of right now, it is the intention of staff that BIG begin a stair-step process of taking over solid waste services for the City with commercial services being first and residential, recycling and collection/transfer station operations to follow. The full transition will be completed by June 2020.			
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):
RECOMMENDED ACTION: No action – work session only.
APPROVALS: James Fisher



AGENDA ITEM 10

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 28, 2020															
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 the Payoff to JPMorgan Chase Bank for the Diamond Z Tub Grinder in the amount of \$466,879.48.																
SUMMARY STATEMENT: In March 2017, Council approved a 7-year equipment lease with JPMorgan Chase for eleven items, one of which is the Diamond Z Tub Grinder. With the recent decision to allow City staff to engage in contract negotiations with the Brannon Industrial Group (BIG) for the provision of municipal solid waste collection, transfer, removal, disposal and recycling services, this piece of equipment is listed for acquisition in their response to RFP No. 19-003. The Council must approve the early payoff of the capital lease financing, so that the lender will release the lien on the equipment.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):																
A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Payoff Quote from JPMorgan Chase Bank																
FUNDING SOURCE (Where Applicable): Sanitation Fund Reserves																
RECOMMENDED ACTION: Approve the payoff to J.P. Morgan Chase Bank for the Diamond Z Tub Grinder in the amount of \$466,879.48.																
APPROVALS: James Fisher																

January 22, 2020

CITY OF BRENHAM
200 W. VULCAN / ATTN. C. MILLER
PO BOX 1059
BRENHAM, TX 778341059

The payoff amount is shown below:

Account Number:	1000142531	
Principal:	\$443,995.23	
Interest:	\$9,564.39	*Daily Per Diem is \$28.98
Fees:	\$13,319.86	
Total Payoff:	\$466,879.48	
Good Through:	February 13, 2020	

Note: A breakdown of the above payoff quote is located on page two

Please send a wire transfer payable to JPMorgan Chase Bank, N.A. ("Chase") in the above amount. To ensure accuracy, please reference the account number and wire funds to the account below:

Wire funds to: JPMORGAN CHASE BANK, N.A.
ATTENTION: LEASE END DEPARTMENT, L#1000142531
ABA NUMBER: 044000037
DDA ACCOUNT #: 980450917

In consideration of the receipt of the agreed payoff amount, Chase hereby agrees to the termination of the filed associated UCC-1 financing statement(s) and/or the lien releases on titles if applicable.

We value you as a customer and appreciate your business. We welcome the opportunity to serve your future financing needs. If you have any additional questions concerning this matter, please call me at 1-800-678-2601.

Sincerely,

Larry E Spencer
Lease End Negotiator

Payoff Quote Breakdown

Asset Number	Principal	Interest	Asset Per Diem
1R9FX3703HC722001	\$443,995.23	\$9,564.39	\$28.98
Payoff Subtotals:	\$443,995.23	\$9,564.39	\$28.98



AGENDA ITEM 11

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 31, 2020	
DEPT. OF ORIGIN: Library – Dept. 146	SUBMITTED BY: Andria Heiges	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☐ 1ST READING ☐ 2ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Memorandum of Understanding Between the City of Brenham and the Texas State Library and Archives Commission for Acceptance of the FY2020 Library Technology Academy Grant for Travel Expenses and Academy Program Implementation at the Nancy Carol Roberts Memorial Library and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY STATEMENT: The Texas State Library and Archives Commission (TSLAC) has awarded The Nancy Carol Roberts Memorial Library a grant to attend the Library Technology Academy. This project-based training grant will use both online and in-person learning experiences to enable library staff more time, guidance, and individualized attention to support technology planning and management. Each library will build on what they've learned through the training by designing and implementing a technology project supported by a reimbursement grant of up to \$11,000 per library. Participants will first learn strategies and best practices about library technology management (part one), practice implementing strategies by proposing a library technology project to meet community needs (part two) and finally implementing a technology project for their library,(part three). NCRML will send two participants, Librarian Andria Heiges and part time technology teacher Misti Rudloff, to attend the in-person Library Technology Academy training in Austin, Texas. Following the training, TSLAC and Library Technology Academy will provide funding support up to \$11,000 to participating libraries to buy supplies necessary to launch a library technology project location at their facility and for travel and lodging to in-person training. This is a reimbursement grant and all purchases are to be held and owned by the NCRML. Staff respectfully requests that Council accepts this grant opportunity so that the library can better serve all members of the community.		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Provides essential training for staff and provides programming needs within the community. B. CONS:		

ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS: (1) FY 2020 Library Technology Academy Memorandum of Understanding Stipend Number: LTA-20007
FUNDING SOURCE (Where Applicable):
RECOMMENDED ACTION: Approve a Memorandum of Understanding between the City of Brenham and the Texas State Library and Archives Commission for Acceptance of the FY2020 Library Technology Academy Grant for Travel Expenses and Academy Program Implementation at the Nancy Carol Roberts Memorial Library and authorize the Mayor to execute any necessary documentation
APPROVALS: James Fisher



FY 2020 Library Technology Academy Memorandum of Understanding Stipend Number: LTA-20007

This Memorandum of Understanding (MOU) will serve as an agreement between the Texas State Library and Archives Commission (TSLAC) and the following Library and /or legal entity:

Nancy Carol Roberts Memorial Library, City of Brenham
Contact: Andria Heiges
100 Martin Luther King Jr Pkwy
Brenham, TX 77833-3107
DUNS No.: 939864294

This MOU outlines the requirements the above-referenced Library, the Library's legal entity, and selected staff must agree to in order to receive the stipend for the Library Technology Academy (Academy). The Library is hereby provided a stipend to pay for appropriate and necessary travel costs for selected library staff to attend and participate in the Academy in **Austin, Texas.**

To participate in the Academy and receive the travel stipend, the authorized signatory for the Library/Legal entity must sign the MOU indicating understanding and acceptance of the requirements for Academy participation as outlined in this MOU.

Please email the completed MOU to Cindy Fisher, TSLAC Digital Inclusion Consultant, at cfisher@tsl.texas.gov on or before February 6, 2019.

Source of Funds

This project is funded by a grant from the Institute of Museum and Library Services to the Texas State Library and Archives Commission under the provisions of the Library Services and Technology Act (2019).

Federal Award Identification Number (FAIN): LS-00-19-0044-19
Catalog of Federal Domestic Assistance (CFDA) Number: 45.310 Grants to States
Stipend Number: LTA-20007

The Subrecipient agrees to submit an audit certification form for the auditable period including August 31, 2020, to TSLAC no later than December 31, 2020, or other deadline as specified by TSLAC.

If a single audit is required, the Subrecipient will comply with the Supercircular (2 CFR §200.512 Report Submission). The audit shall be completed and the required data collection form submitted to the Federal Audit Clearinghouse (FAC) within the earlier of 30 days after receipt of the auditor's report(s), or nine months after the end of the audit period, unless a longer period is agreed to in advance by the state agency that provided the funding or a different period is specified in a program-specific audit guide.

TSLAC Library Technology Academy Requirements

This one-time, federally funded stipend up to but not exceeding \$1,000 is provided to fund travel expenses incurred by selected staff directly related to participating in the Library Technology Academy. Expenses funded by the stipend may only include approved costs for transportation to and from the training site, lodging, and meals as requested in the application submitted by the recipient library and approved by TSLAC.

The Library and selected staff members will be responsible for making their own travel arrangements and paying for all travel expenses. TSLAC staff will not provide any assistance with travel arrangements to the stipend recipient.

As a selected recipient of a TSLAC Library Technology Academy stipend, the Library and its representatives agree to the following terms. Before the Academy, and following local travel policies and procedures, the library and/or selected staff will:

- a. Make travel arrangements, to include transportation and lodging, booked at or below government rates found at www.GSA.gov.
 - i. Selected library staff will be expected to book their travel and lodging using their own funds even if they have not yet received their stipend payment on or before the first date of travel.
 - ii. TSLAC staff will not provide transportation or lodging booking assistance.
- n. Take the [Edge 2.0](#) assessment if they have not already done so.
- o. Notify TSLAC as soon as possible if there will be a change or substitution of staff attending the Academy from the staff indicated in the accepted application form. Substitution may be approved provided the Library follows the process outlined below.
 - i. Library may request approval for another qualified Library staff member to participate in the Academy.
 - ii. Library must request substitution as soon as possible, before the first Academy activity on December 9 and must provide TSLAC with all relevant information for the substituted staff member.
 - iii. If the Library does not have another qualified staff member who is able to attend the Academy or if the Library does not provide a substitution in time, the Library and its legal entity will be required to decline and/or return the full stipend amount

1. During the Academy training, selected staff will:

- a. Complete all reading and/or homework assignments as required.
- b. Attend all in-person and online training sessions, including the orientation webinar on November 22, 2019, and the one and a half day in-person Academy from December 9-10, 2019.
- c. Prepare a rough draft of a TSLAC-eligible technology project with all elements required to implement an eligible local library program during state fiscal year 2021.

2. After the Academy, selected staff will:

- a. Consult with the Academy trainer in up to two (2) sessions on the continued preparation and revision of a draft proposal, submission of a final proposal, and technology management best practices.
- b. Submit one final application for funding (up to \$10,000) to TSLAC to implement the project developed during the Academy. The application will be submitted through the TSLAC grant management system (GMS) on or before the due date of July 1, 2020.
- c. Upon TSLAC's approval of the submitted proposal, the Library will enter into a contract with TSLAC to implement the proposed services during state fiscal year 2021 (September 1, 2020-August 31, 2021). TSLAC reserves the right to not approve a proposal if it does not meet certain expectations.

Texas State Library and Archives Commission



Donna Osborne, Chief Operations and Financial Officer

11/13/19

Date



Cindy Fisher, Digital Inclusion Consultant

11/13/19

Date

Nancy Carol Roberts Memorial Library

Signature (official empowered to enter into contracts)

Typewritten or Printed Name

Title

Date



AGENDA ITEM 12

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 30, 2020
DEPT. OF ORIGIN: Economic Development	SUBMITTED BY: Susan Cates
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 Resolution No. R-20-004 Repealing Resolution No. R-16-009 Related to the Adoption of a Commercial Tax Phase-In Agreement with Valmont Coatings, Inc., and Approving the Mutual Cancellation of Said Agreement	
SUMMARY STATEMENT: Valmont Coatings acquired United Galvanizing in 2019 and as part of this business decision, decommissioned the galvanizing kettle in Brenham, relocated it to Pennsylvania, and moved all regional coatings operations to Houston. Therefore, they are in default of the terms of the 2016 Tax Phase-In agreement.	
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Valmont is expanding the Structures and Utilities divisions in Brenham in 2020-2021. The net increase in capital investment and quality jobs will result in a positive for Brenham/Washington County. B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: (1) Resolution No. R-20-004; and (2) Memo regarding Valmont Coatings Tax Phase-In, Reinvestment Zone No. 33	
FUNDING SOURCE (Where Applicable):	
RECOMMENDED ACTION: Approve Resolution No. R-20-004 Repealing Resolution No. R-16-009 Related to the Adoption of a Commercial Tax Phase-In Agreement with Valmont Coatings, Inc., and Approving the Mutual Cancellation of Said Agreement	
APPROVALS: James Fisher	

RESOLUTION NO. R-20-004

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS CANCELLING A COMMERCIAL TAX PHASE-IN AGREEMENT WITH VALMONT COATINGS, INC.; AUTHORIZING THE MAYOR TO EXECUTE THE CANCELLATION AGREEMENT; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, the City Council of the City of Brenham, Texas, previously passed Resolution No. R-16-009 on March 3, 2016 approving a Tax Phase-In Agreement by and between the City of Brenham, Texas and Valmont Coatings, Inc., a Delaware corporation, in support of its galvanizing operations in Brenham; and

WHEREAS, said Tax Phase-In Agreement was entered into by the parties and dated March 24, 2016;

WHEREAS, Valmont Coatings, Inc. restructured its business operations which resulted in Valmont Coatings, Inc. not being able to fulfill the terms of the Tax Phase-In Agreement; and

WHEREAS, the City of Brenham and Valmont Coatings, Inc. mutually desire to cancel the Tax Phase-In Agreement dated March 24, 2016; and

WHEREAS, the City Council desires to approve a Cancellation Agreement providing for the mutual cancellation of the Tax Phase-In Agreement dated March 24, 2016, a copy of said Cancellation Agreement being attached hereto as Exhibit "A" and incorporated herein for all purposes pertinent;

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

Section 1: That the foregoing recitals are hereby found to be true and correct legislative findings of the City of Brenham, Texas, and are fully incorporated into the body of this Resolution.

Section 2: That the City Council of the City of Brenham, Texas does hereby adopt and approve the Cancellation Agreement providing for the cancellation of the Tax Phase-In Agreement dated March 24, 2016, a copy of said Cancellation Agreement being attached hereto as Exhibit "A" and incorporated herein for all purposes pertinent.

Section 3: That the Mayor is hereby authorized to execute the Cancellation Agreement between the City of Brenham, Texas, and Valmont Coatings, Inc., and any other documentation as necessary to implement the provisions of this Resolution.

Section 4: This Resolution shall become effective immediately from and after its passage.

RESOLVED this 6th day of February, 2020.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit "A"

CANCELLATION AGREEMENT

This Cancellation Agreement entered into to be effective on the ____ day of February, 2020 between the CITY OF BRENHAM, TEXAS, referred to herein as "CITY," and VALMONT COATINGS, INC., referred to herein as "COMPANY."

RECITALS

WHEREAS, CITY and COMPANY entered into an "Agreement for Development and Tax Phase-In in Reinvestment Zone No. 33 City of Brenham for Commercial Tax Phase-In, City of Brenham, Texas" (referred to herein as "Tax Phase-In Agreement") dated March 24, 2016; and

WHEREAS, CITY and COMPANY mutually desire to cancel the Tax Phase-In Agreement;

NOW THEREFORE, for and in consideration of the mutual obligations and terms stated herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both parties hereto, the CITY and COMPANY agree as follows:

1. The Tax Phase-In Agreement is hereby cancelled in its entirety, and both the CITY and COMPANY are fully released and discharged from any and all obligations, benefits and requirements provided for in the Tax Phase-In Agreement.
2. CITY and COMPANY each hereby voluntarily waive all rights to any action, notice, benefit and other performance as may be required of the other party as provided for in the Tax Phase-In Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in the year and day first above written.

CITY OF BRENHAM, TEXAS:

Milton Y. Tate, Jr., Mayor

VALMONT COATINGS, INC.:

Printed Name:

Title:



MEMORANDUM

To: City of Brenham Council
Washington County Commissioners Court

From: Susan Cates, Director of Economic Development

Subject: Valmont Coatings Tax Phase-In, Reinvestment Zone No. 33

Date: January 30, 2020

The Tax Phase-In agreements between the City of Brenham and Washington County and Valmont Coatings, Inc. in March, 2016 were in support of the building and equipment to deploy a galvanizing kettle adjacent to the Valmont Structures site in Brenham. It was anticipated that at least 40 new jobs would be added for this expansion of operations in the community. *Taxes should have been abated on this project for 2017 and 2018. However, due to system glitches and personnel changes, the abatement was never applied.*

In February, 2019 Valmont Coatings acquired United Galvanizing Inc. in Houston. This business opportunity allowed Valmont Coatings to expand operations and includes the transfer of coating operations for Valmont's steel structures manufacturing facilities in Brenham and Monterrey, Mexico, previously served by the Brenham coating operations, to the newly purchased facilities in Houston. The United acquisition included two galvanizing kettles at the Houston facility, therefore the kettle equipment deployed at the Brenham facility was decommissioned and redeployed to a Valmont location in Midland, PA.

Valmont made an advantageous business decision for global operations through this acquisition. Overall, we are confident that this acquisition will be beneficial to the remaining Valmont Structures operations in Brenham. Valmont Corporate has indicated the Brenham location is a high growth site in the organization. Valmont Brenham is quickly expanding the Structures and Utility divisions to fill the building vacated by the Coatings operations. Valmont was also able to transfer all employees to other regional locations if the employees so chose.

The City and County recognize the importance of Valmont making sound business decisions for the overall benefit of the entire Valmont organization, acknowledge that Valmont Structures is currently expanding to utilize the building that was constructed for Valmont Coatings, and continue to support the operations of Valmont Structures as a valued employer in our

community. However, as the terms of the Tax Phase-In agreements with the City and County have not been met, per Section 9 of the agreements concerning default, the City and County, each as separate entities, have the “right to terminate this Agreement and terminate the benefits of tax phase-in provided for in this Agreement.” As such, it is recommended that the Brenham City Council and Washington County Commissioners Court take action to approve the termination of their agreements with Valmont Coatings by: 1) mutual agreement of the parties; or 2) in the event Valmont Coatings does not cure its default within 30 days of written notice of its default. Verbal discussions have taken place with Valmont regarding its default and the City staff’s recommended termination of the Tax Phase-In agreement.

I am met with Valmont representatives on January 22nd to discuss the expansion projects that Valmont Structures is implementing for 2020-2021. I look forward to bringing back to Council and Commissioners Court a positive report regarding how we can continue to support this valued employer in our community.



AGENDA ITEM 13

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 30, 2020
DEPT. OF ORIGIN: Economic Development	SUBMITTED BY: Susan Cates
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 Resolution No. R-20-005 Providing for Support for Brazos Trace Brenham, LLC's Submission of an Application to the Texas Department of Housing and Community Affairs Requesting 2020 Competitive 9% Housing Tax Credits for the Fairview Terrace Development in Brenham, Washington County, Texas	
SUMMARY STATEMENT: Half of Brenham Housing Authority's 80 aging duplex units at Blue Bell & Gay Hill were vacated when residents were relocated to Park Lane Villas in 2018. The 40 vacated units are in demolition at this time. The project referenced in this Resolution will replace the remaining 40 units and relocate the residents to updated units constructed by Brazos Trace Brenham LLC who was awarded the project in response to a BHA issued RFP. Following demolition of remaining 40 units Brazos Trace plans redevelop the portion of the tract not utilized for the tax credit complex with commercial property along the Blue Bell frontage and market-rate residential behind along Gay Hill.	
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: This project provides updated housing for Brenham's housing authority residents and will also provide market-rate housing near the city center. There is no net increase to the number of housing vouchers issued to BHA because of this project. B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: (1) Resolution No. R-20-005; and (2) Executive Summary	
FUNDING SOURCE (Where Applicable):	
RECOMMENDED ACTION: Approve Resolution No. R-20-005 Providing for Support for Brazos Trace Brenham, LLC's Submission of an Application to the Texas Department of Housing and Community Affairs Requesting 2020 Competitive 9% Housing Tax Credits for the Fairview Terrace Development in Brenham, Washington County, Texas	
APPROVALS: James Fisher	

RESOLUTION NO. R-20-005

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, PROVIDING SUPPORT FOR APPLICATION NUMBER 20079 BY BRAZOS TRACE BRENHAM, LLC TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) CONCERNING THE FAIRVIEW TERRACE DEVELOPMENT WITHIN THE CITY OF BRENHAM, TEXAS; AUTHORIZING THE MAYOR TO CERTIFY THIS RESOLUTION TO TDHCA; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, Brazos Trace Brenham, LLC and Brenham Housing Authority have proposed a development to replace 78 units of currently existing affordable rental housing with 80 affordable housing units for low income residents on approximately 4.4 acres of land located at 700 Eleanor Drive, Brenham, Washington County, Texas, said land and development being further described in Exhibits “A” and “B” attached hereto and incorporated herein for all purposes pertinent; and

WHEREAS, Brazos Trace Brenham, LLC has advised the City of Brenham that it intends to submit an application to the Texas Department of Housing and Community Affairs (“TDHCA”) for 2020 Competitive 9% Housing Tax Credits for the Fairview Terrace development; and

WHEREAS, the proposed Fairview Terrace development is in conformance with the City of Brenham’s Official Zoning Map; and

WHEREAS, the City of Brenham recognizes the need for replacing existing affordable housing to accommodate individuals currently living in deteriorating conditions;

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

Section 1: That the foregoing recitals are hereby found to be true and correct legislative findings of the City Council of the City of Brenham, Texas, and are fully incorporated into the body of this Resolution.

Section 2: That the City Council of the City of Brenham, Texas hereby declares its support for the proposed Fairview Terrace development located on approximately 4.4 acres of land located at 700 Eleanor Drive, said development being the subject of TDHCA Application No. 20079 for 2020 Competitive 9% Housing Tax Credits.

Section 3: That the Mayor is hereby authorized and directed to certify this Resolution to the Texas Department of Housing and Community Affairs, and to execute all necessary documentation.

Section 4: This Resolution shall become effective immediately from and after its passage.

RESOLVED on this the 6th day of February 2020.

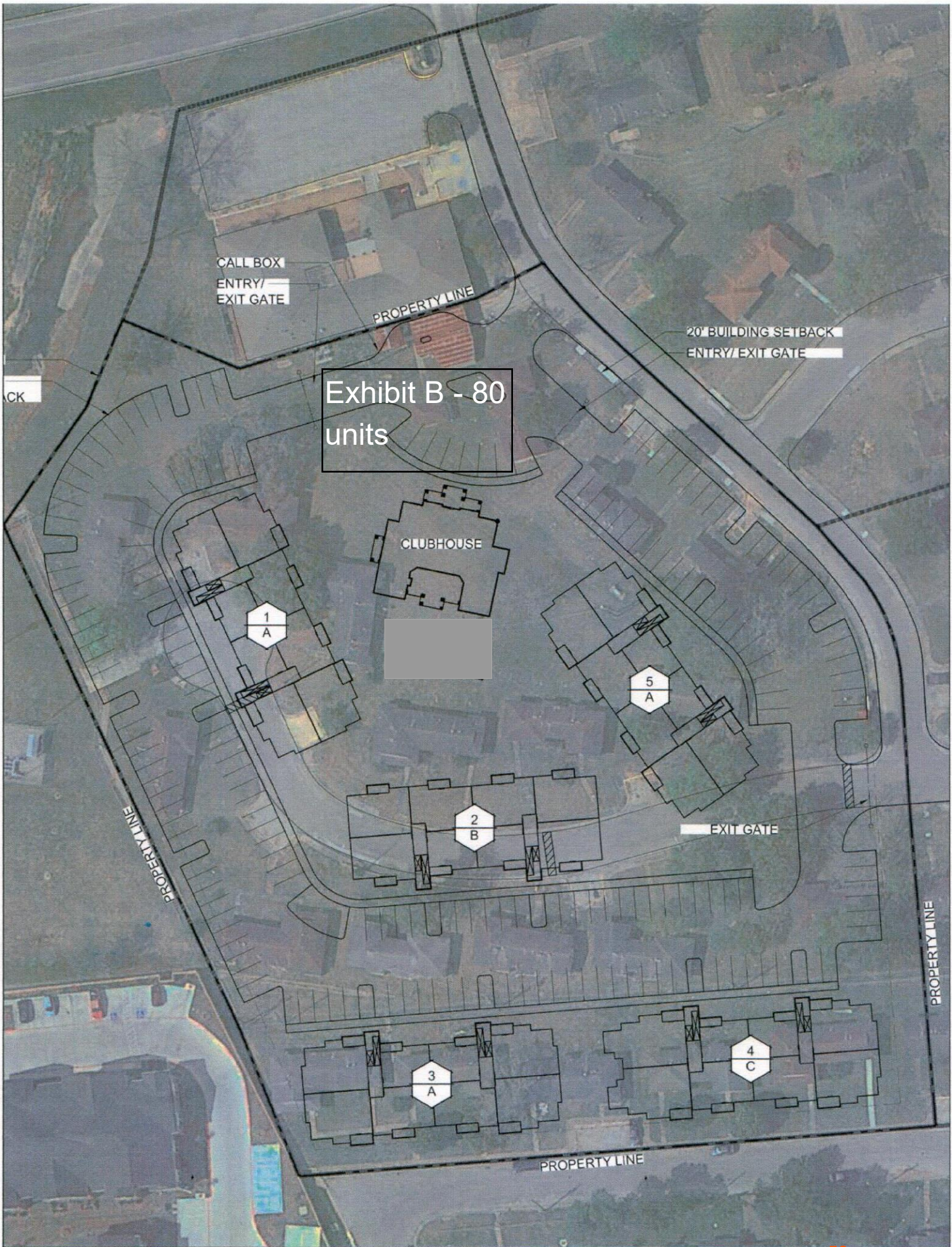
Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit A







Brenham Housing Authority

1801 Northview Circle Drive

Brenham, TX 77833

(979) 836-9221 x 109

Brenham City Council
200 Vulcan Street
Brenham, Texas 77833

RE: Fairview Terrace

Dear Council Members,

This letter is to request that City Council consider and approve a Resolution of Support for Fairview Terrace, a proposed 80-unit multi-family Development of replacement housing to be constructed on approximately 4.5 acres located on Eleanor St. behind the Brenham Community Center.

Once complete, Brenham Housing Authority will transfer existing tenants into the new Development, and then demolish the old units. Brenham Housing is in the process of submitting an application to the Texas Department of Housing and Community Affairs (TDHCA) for 9% housing tax credits to help finance the redevelopment. The application is due to the TDHCA on February 28th. The award of housing tax credits is a very competitive process where, in order to ensure an award, applications need support from the local municipality. It is critical that we receive a resolution of support from Brenham City Council to accompany our application for Fairview Terrace if we hope to be competitive and increase the likelihood of receiving an award. Without the award of tax credits to provide funding for Fairview Terrace, we will not be able to replace our outdated housing with quality housing for our tenants as well as the Brenham Community as a whole.

Should you have any questions, please do not hesitate to call me. I can be reached at (979) 421-2310.

Sincerely,

Benjamin Menjares, Executive Director BHA



AGENDA ITEM 14

DATE OF MEETING: February 6, 2020		DATE SUBMITTED: January 30, 2020	
DEPT. OF ORIGIN: Economic Development		SUBMITTED BY: Susan Cates	
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 Resolution No. R-20-006 Confirming that Fairview Terrace LP, Brazos Trace Brenham, LLC, and the Brenham Housing Authority's Development, Fairview Terrace, Located at 700 Eleanor Drive Contributes to Concerted Revitalization Efforts within the City Limits of the City Brenham, Texas			
SUMMARY STATEMENT: This item is related to the previous item 12 on the agenda. The Texas Department of Housing and Community Affairs uses a scoring system to rank projects submitted from across the state. This Resolution states that this project contributes more to the City's revitalization efforts than any other project submitted for this current round of 9% housing tax credit awards. This statement earns the project additional points in the scoring process. As this is the only project competing for these tax credits in Brenham that replaces deteriorated housing to provide BHA subsidized housing residents improved living conditions, this is an appropriate statement.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS: This project provides updated housing for Brenham's housing authority residents and will also provide market-rate housing near the city center. There is no net increase to the number of housing vouchers issued to BHA because of this project. B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS: (1) Resolution No. R-20-006			
FUNDING SOURCE (Where Applicable):			
RECOMMENDED ACTION: Approve Resolution No. R-20-006 Confirming that Fairview Terrace LP, Brazos Trace Brenham, LLC, and the Brenham Housing Authority's Development, Fairview Terrace, Located at 700 Eleanor Drive Contributes to Concerted Revitalization Efforts within the City Limits of the City Brenham, Texas			
APPROVALS: James Fisher			

RESOLUTION NO. R-20-006

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, CONFIRMING THAT FAIRVIEW TERRACE, LP, BRAZOS TRACE BRENHAM, LLC, AND THE BRENHAM HOUSING AUTHORITY'S FAIRVIEW TERRACE DEVELOPMENT LOCATED AT 700 ELEANOR DRIVE, BRENHAM, WASHINGTON COUNTY, TEXAS WILL CONTRIBUTE TO THE CONCERTED REVITALIZATION EFFORTS WITHIN THE CITY OF BRENHAM, TEXAS MORE THAN ANY OTHER 9% TAX CREDIT DEVELOPMENT; AUTHORIZING THE MAYOR TO CERTIFY THIS RESOLUTION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, Brazos Trace Brenham, LLC and the Brenham Housing Authority have proposed a development to replace 78 units of currently existing affordable rental housing with 80 new units of affordable rental housing, named Fairview Terrace, at 700 Eleanor Drive, Brenham, Washington County, Texas, said land and development being further described in Exhibits "A" and "B" attached hereto and incorporated herein for all purposes pertinent; and

WHEREAS, Brazos Trace Brenham, LLC has advised that it intends to submit an application to the Texas Department of Housing and Community Affairs for 2020 Competitive 9% Housing Tax Credits for Fairview Terrace, Application #20079;

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

Section 1: That the City of Brenham, acting through its governing body, hereby confirms that Fairview Terrace, located at 700 Eleanor Drive, TDHCA Number 20079, as proposed, will contribute to the concerted revitalization efforts within the City of Brenham more than any other 9% Tax Credit Housing Development.

Section 2: That for and on behalf of the governing body, the Mayor is hereby authorized, empowered, and directed to certify this Resolution to the Texas Department of Housing and Community Affairs, and execute any necessary documentation.

Section 3: This Resolution shall become effective immediately from and after its passage.

RESOLVED on this the 6th day of February 2020.

Milton Y. Tate, Jr.
Mayor

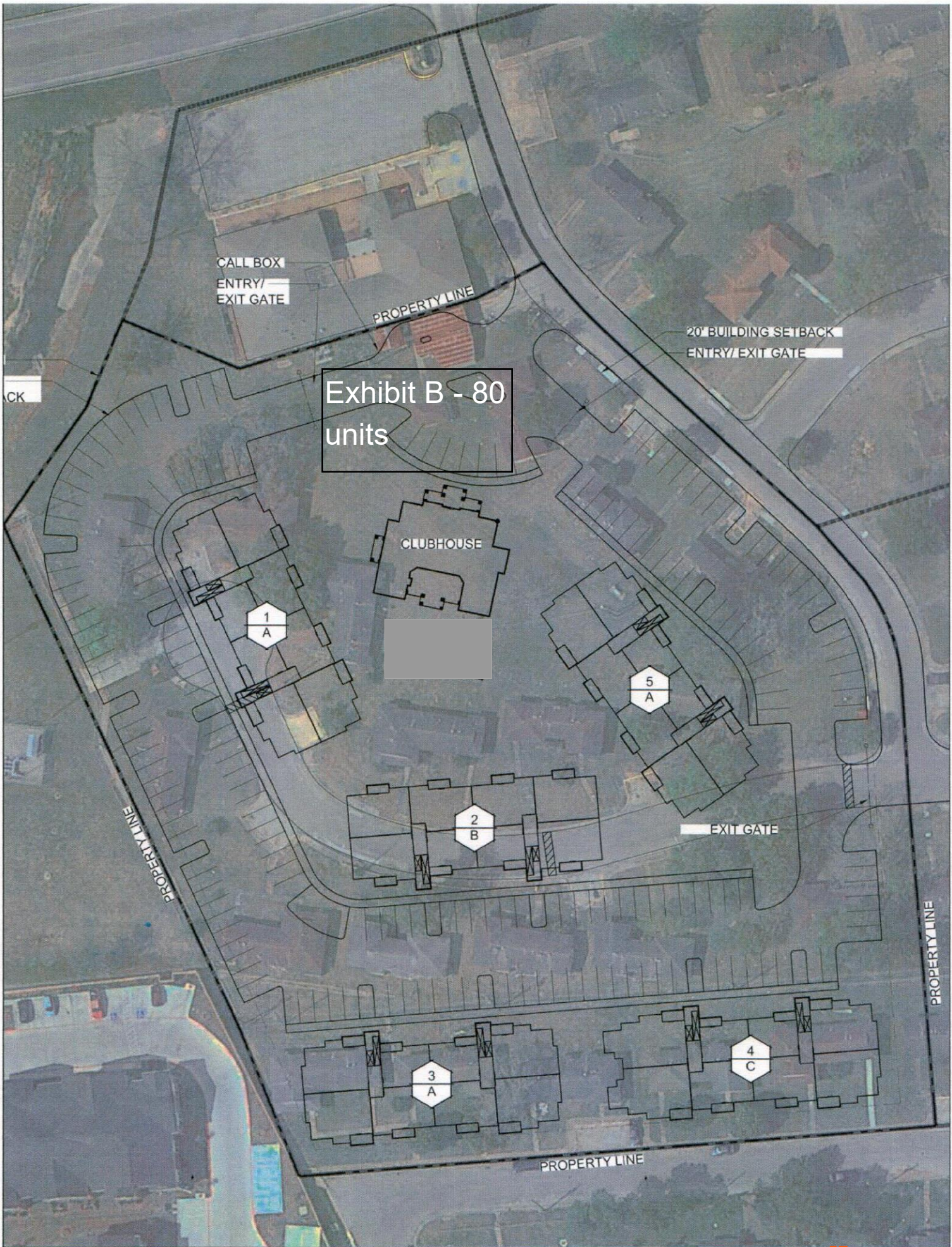
ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit A



- 62 units under demo #DDA0008287
- 20 units under demo #DDA0008480
- Community Center Building - Dispose of
- 78 units under demo/dispo #DDA0009519





AGENDA ITEM 15

DATE OF MEETING: February 6, 2020		DATE SUBMITTED: January 31, 2020	
DEPT. OF ORIGIN: Economic Development		SUBMITTED BY: Susan Cates	
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 Resolution No. R-20-007 Providing for Support for Trinity Brenham Trails, LP's Submission of an Application to the Texas Department of Housing and Community Affairs Requesting 2020 Housing Tax Credits for the Brenham Trails Development in Brenham, Washington County, Texas			
SUMMARY STATEMENT: Trinity Housing is a company focused on developing high quality, affordable, independent living communities for Seniors in Texas, Colorado and Missouri. In Texas, they utilize tax credits administered by the Texas Department of Housing & Community Affairs (TDHCA) as part of the development funding, which allows them to build a traditional, Class A community but offer reduced, affordable rents to seniors on a fixed income. In order to obtain the tax credit funding, the only thing requested from the City of Brenham is a resolution of support from city council, and a symbolic \$250 contribution to the project. <u>Trinity will not request any property tax or development fee waivers.</u> They are proposing a 3-story 49 unit building of which 40 units will be affordable and 9 market rate. The small community will be located on 3 acres within the upcoming Market Square development, a 50-acre town square development comprising a mix of retail, office, restaurant, hotel and residential uses.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS: This project provides updated housing for at reduced rents for Brenham citizens aged 55 and over. As part of a larger mixed-use development the project has the support of the developer of the adjacent market rate units.			
B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS: (1) Resolution No. R-20-007; and (2) Trinity Housing presentation			
FUNDING SOURCE (Where Applicable):			

RECOMMENDED ACTION: Approve Resolution No. R-20-007 Providing for Support for Trinity Brenham Trails, LP's Submission of an Application to the Texas Department of Housing and Community Affairs Requesting 2020 Housing Tax Credits for the Brenham Trails Development in Brenham, Washington County, Texas

APPROVALS: James Fisher

RESOLUTION NO. R-22-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, PROVIDING SUPPORT FOR APPLICATION NUMBER 20222 BY TRINITY BRENHAM TRAILS, LP TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) CONCERNING THE BRENHAM TRAILS DEVELOPMENT WITHIN THE CITY OF BRENHAM, TEXAS; AUTHORIZING THE MAYOR TO CERTIFY THIS RESOLUTION TO TDHCA; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, Trinity Brenham Trails, LP has proposed a development for affordable rental housing at 2410 S. Market Street, named Brenham Trails, in the City of Brenham, said development being further described in Exhibit “A” attached hereto and incorporated herein for all purposes pertinent; and

WHEREAS, there is a need for affordable housing for Brenham citizens of modest means; and

WHEREAS, Trinity Brenham Trails, LP intends to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for 2020 Low Income Housing Tax Credit Program funds for Brenham Trails (TDHCA #20222); and

WHEREAS, Brenham Trails will be an age-restricted development meaning all residents must be age 55 or older;

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

Section 1: That the foregoing recitals are hereby found to be true and correct legislative findings of the City Council of the City of Brenham, Texas, and are fully incorporated into the body of this Resolution.

Section 2: That the City Council of the City of Brenham, Texas hereby confirms that it supports the proposed development of Brenham Trails, located at 2410 S. Market Street in the City of Brenham, Washington County, Texas and its application to the TDHCA.

Section 3: That the Mayor is hereby authorized and directed to certify this Resolution to the Texas Department of Housing and Community Affairs, and to execute all necessary documentation.

Section 4: This Resolution shall become effective immediately from and after its passage.

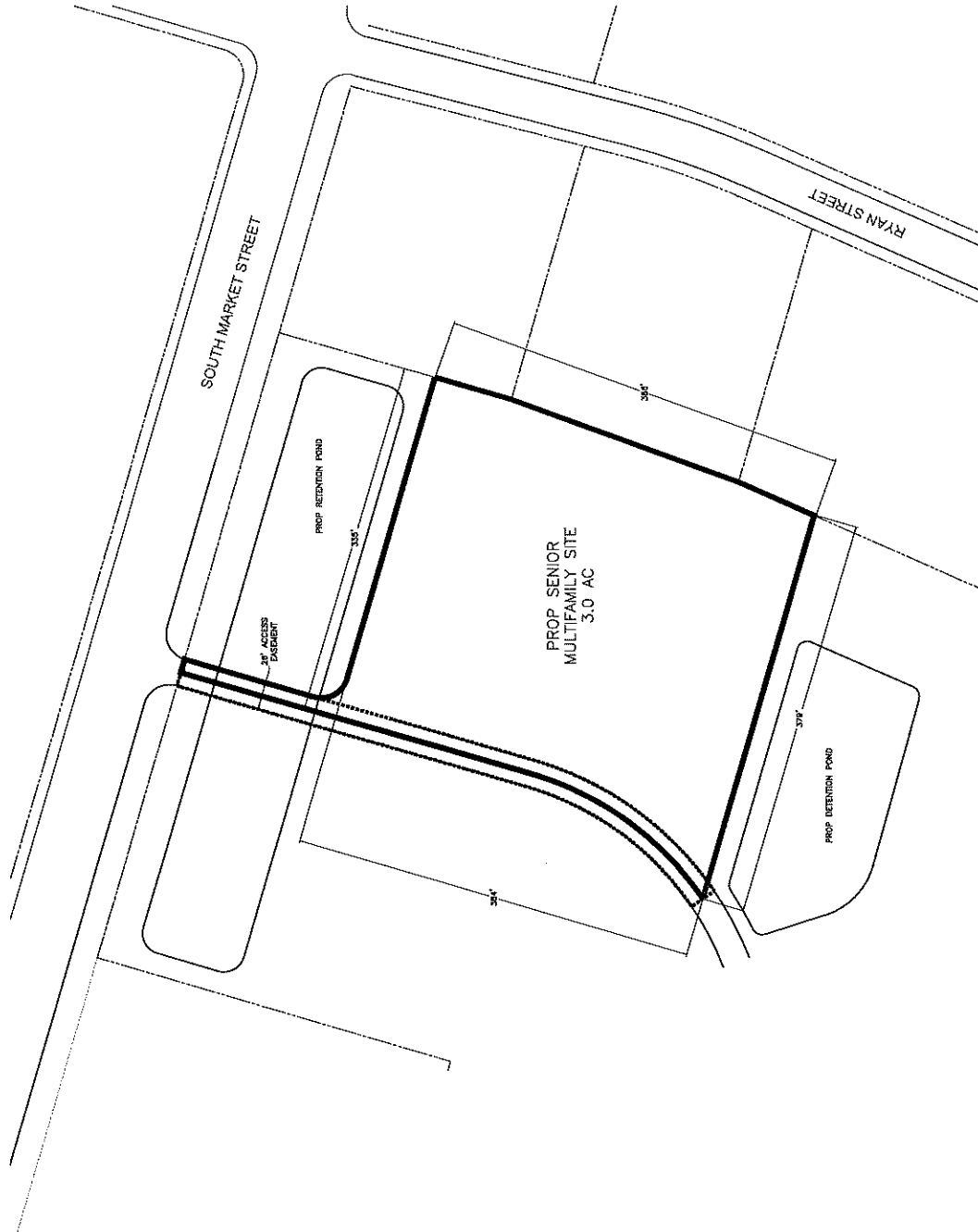
RESOLVED on this the 6th day of February 2020.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

BLANK ENGINEERING



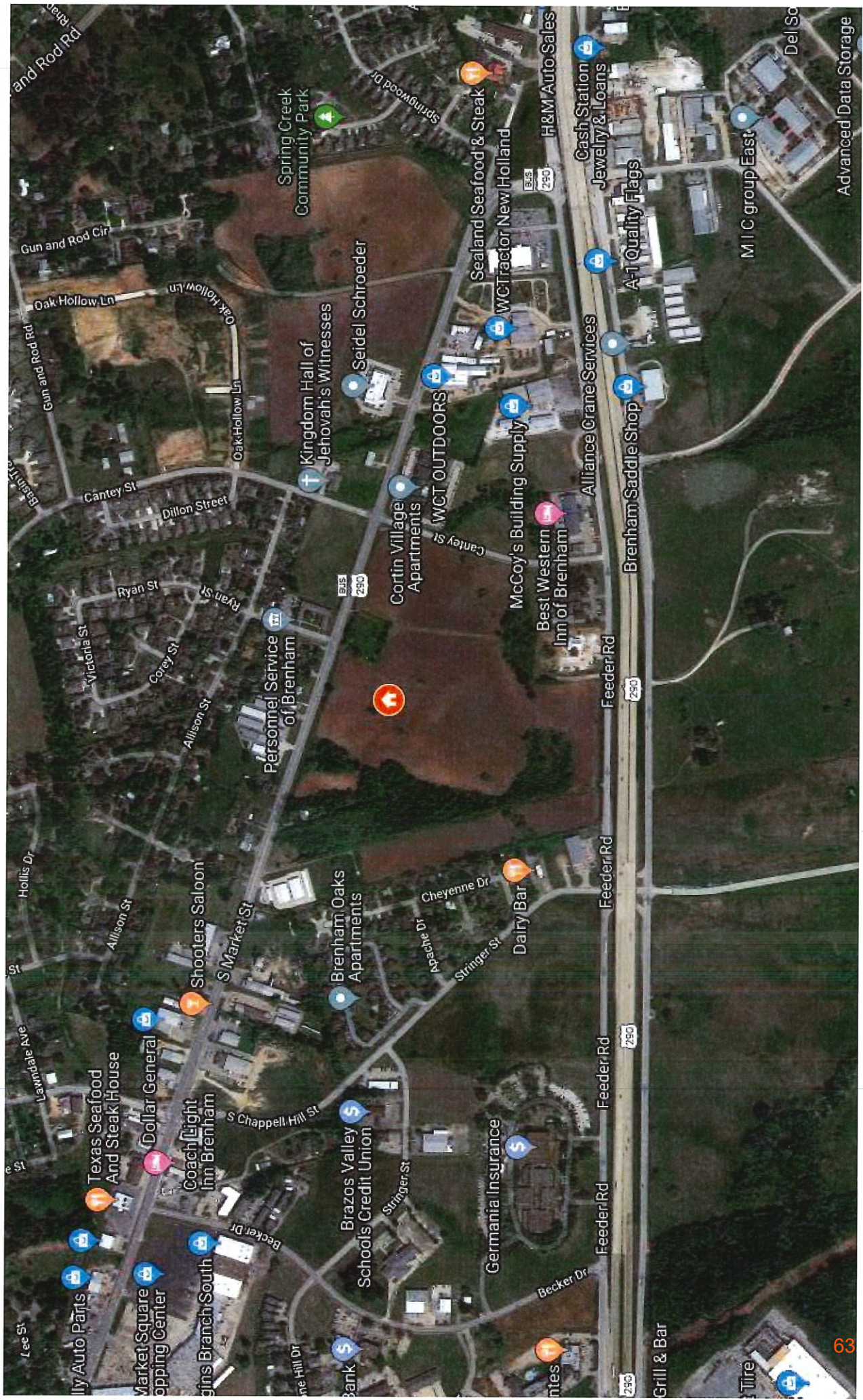
	PROJECT NAME	MONTHLY MARKET VALUE
	PROJECT NUMBER	16499
PERFORMED FOR	SENIOR MULTIFAMILY RETAIL	
SHEET	AUGUST 17, 2020	

SENIOR MULTIFAMILY SITE

BLEVY ENGINEERING
TECHNOLOGY CONSULTING, LLC

1725 NICHOLS BLVD, SUITE 210, DRYDEN, TEXAS 79022
PH: 806.658.0111 | E: info@blevy.com
WWW.BLEVYENGINEERING.COM







Brenham Trails at Market Square

A Senior Living Development

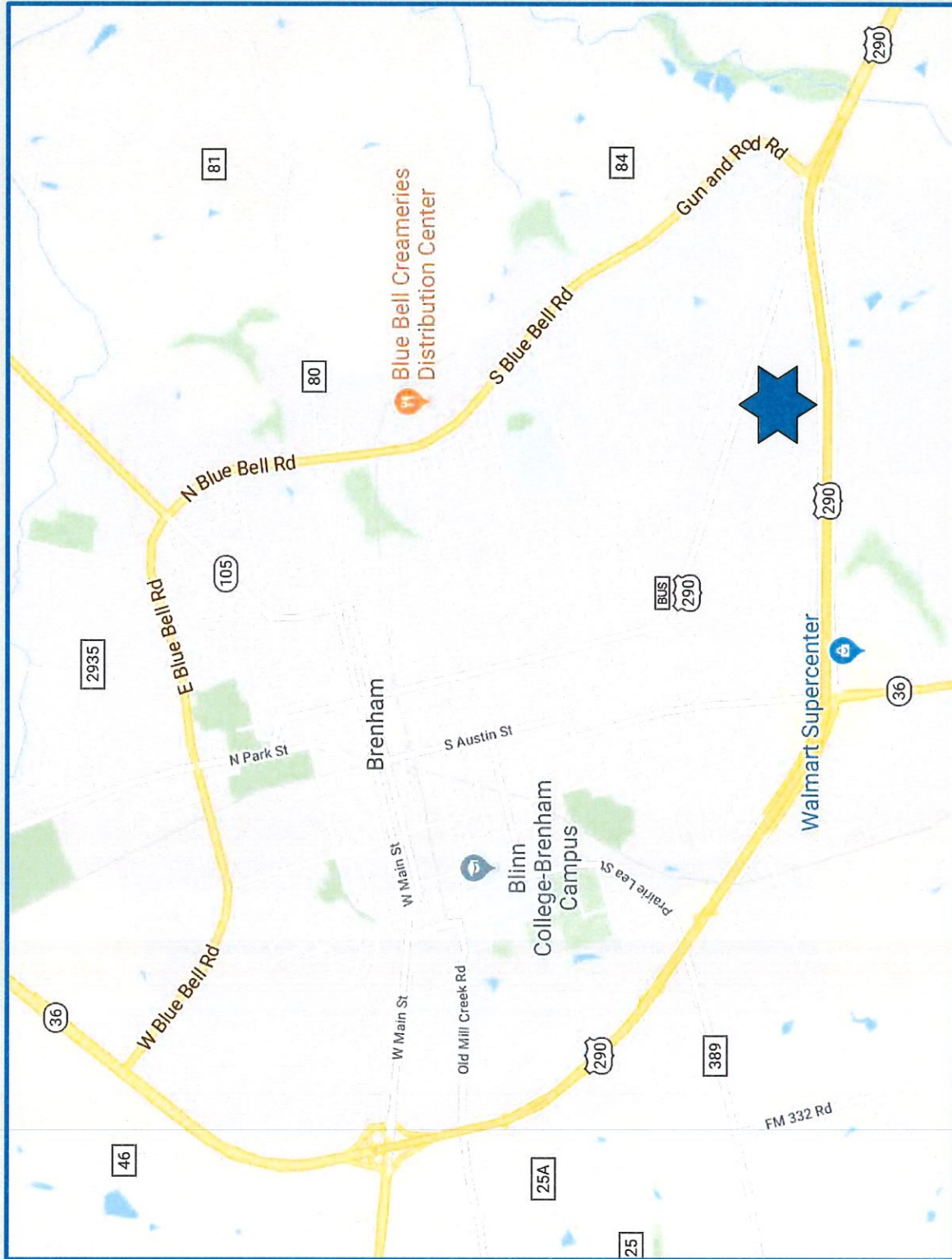
Overview

Trinity Housing is a company focused on developing high quality, affordable, independent living communities for senior in Texas, Colorado and Missouri. In Texas, we utilize tax credits administered by the Texas Department of Housing & Community Affairs (TDHCA) as part of the development funding, which allows us to build a traditional, Class A community but offer reduced, affordable rents to seniors on a fixed income.

In order to obtain the tax credit funding, the only thing we request from the City of Brenham is a resolution of support from city council, and a symbolic \$250 contribution to the project. We will not request any property tax or development fee waivers.

We are proposing a 3-story 49 unit building of which 40 units will be affordable and 9 market rate. The small community will be located on 3 acres within the upcoming [Market Square](#) development, a 50-acre town square development comprising a mix of retail, office, restaurant, hotel and residential uses.

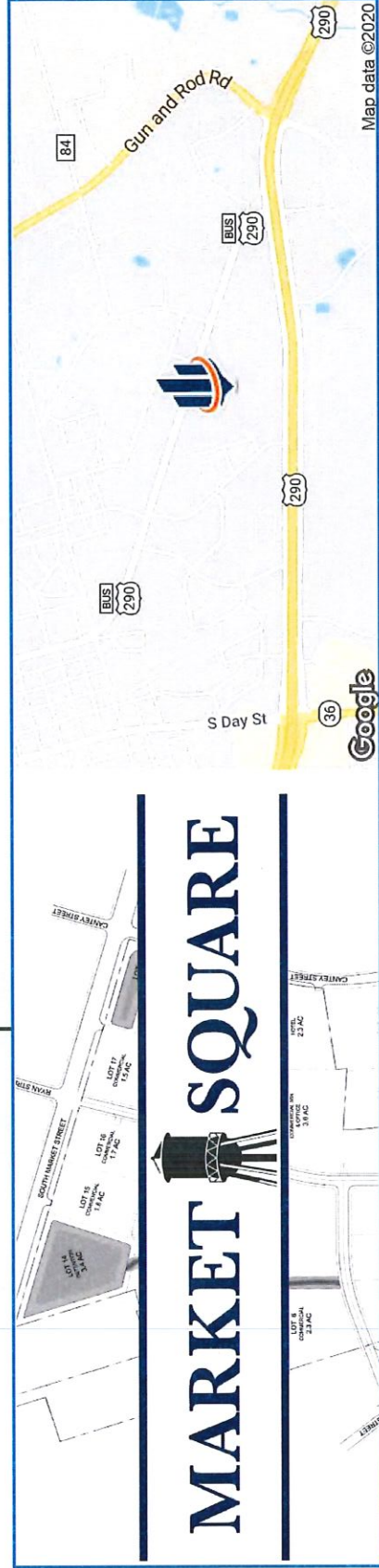
Property Location



Location

Market Square is a new central gathering place—a "town center" in the heart of Brenham with excellent location, visibility, and ease of access on Market Street and Hwy 290.

Market Square will mix retail, office, food, hospitality, multifamily, urban residential, and special use to create a desired destination. The development features a central green space & gathering area for community uses such as live music, workout classes, and family friendly fun.



Property Location



Guiding Principles - Projects

- Development planning that must compliment the current landscape, neighborhood, target population, and promotes a sense of community
- Green space and outdoor amenities must promote active lifestyles tailored to target population
- Community Building offers gathering spaces and activities to foster a sense of community and wellness
- Safe living environment with modern conveniences and sustainable finishes

Project Portfolio

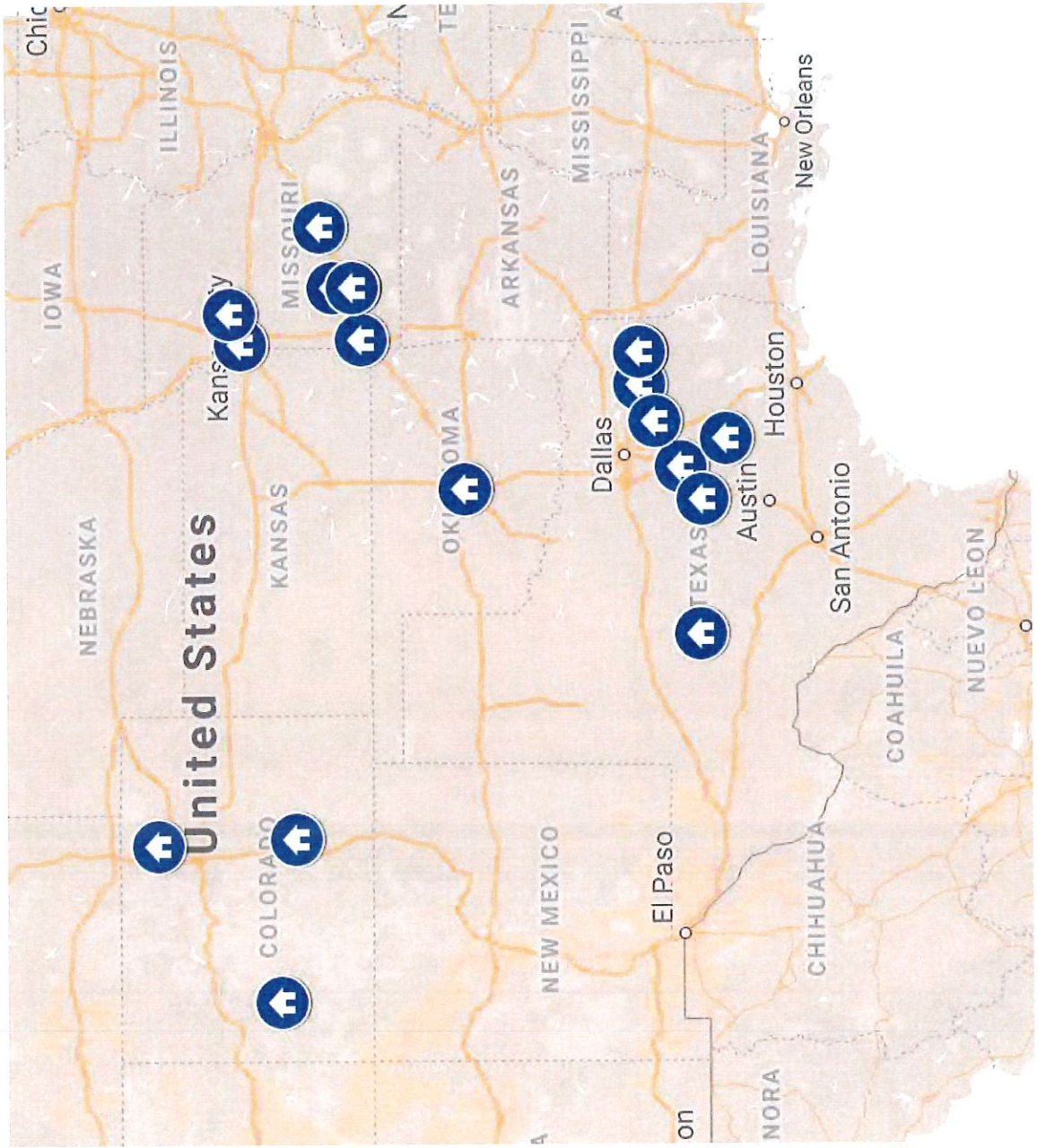


Project Portfolio

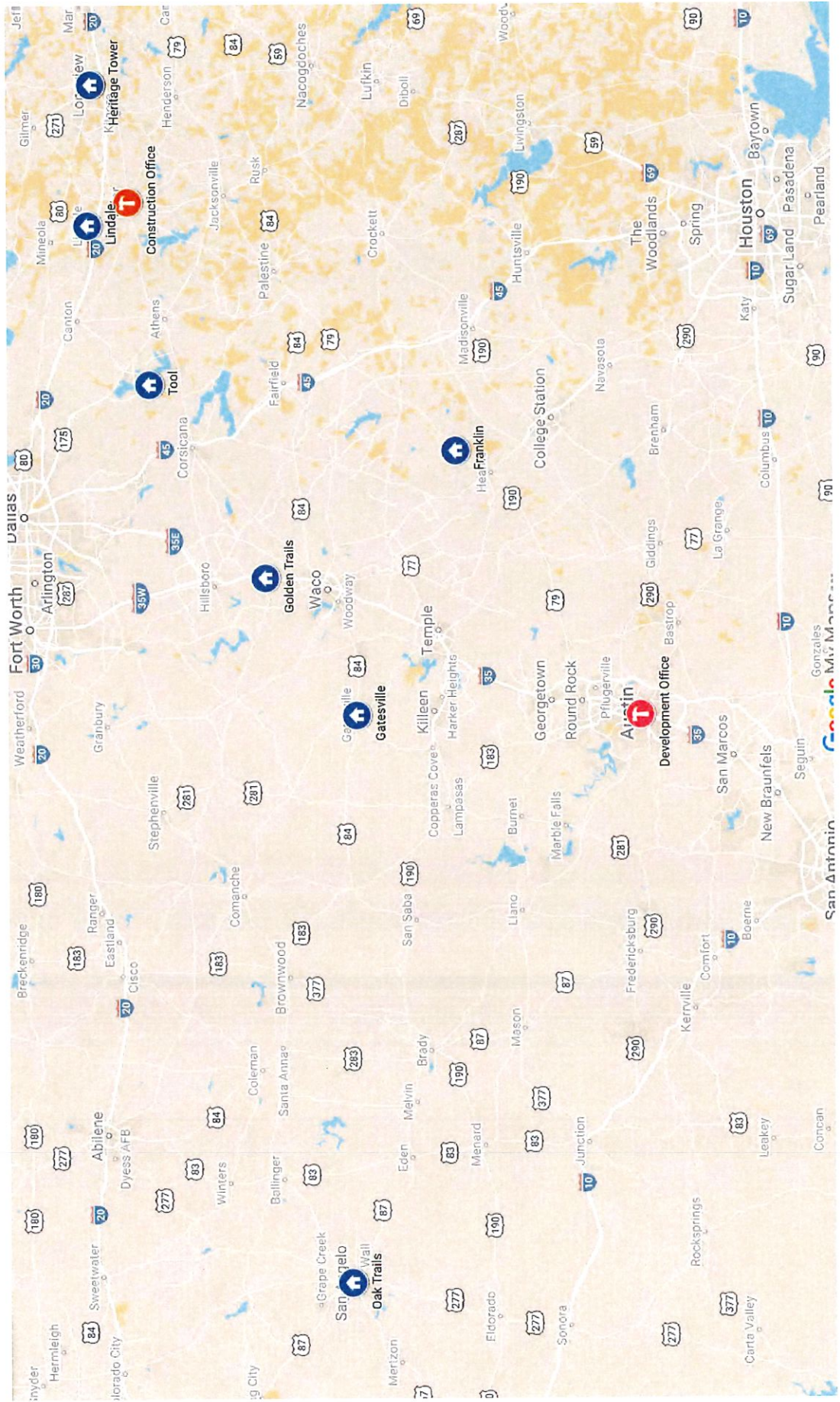


PROPERTY	CITY & STATE	UNITS	SENIOR/FAMILY
COLORADO:			
Oakshire Trails	Pueblo, CO	62	Senior
Peakview Trails	Greeley, CO	96	Senior
Woodgate Trails	Montrose, CO	50	Senior
GEORGIA:			
Creekwood Estates	Perry, GA	72	Family
Freedom Heights	Valdosta, GA	88	Family
MISSOURI:			
Aldrich Creek Estates	Bolivar, MO	44	Family
Canyon Trails Townhomes	Webb City, MO	52	Family
Fox River Estates Phase I	Willard, MO	48	Family
Fox River Estates Phase II	Willard, MO	48	Family
Gotham Apartments	Kansas City, MO	103	Family
Harvest Hills Villas	Richmond, MO	48	Senior
Woodland Hills- Waynesville Fam. Homes	Waynesville, MO	48	Family
OKLAHOMA:			
Council Trails	Oklahoma City, OK	72	Family
TEXAS:			
Gatesville Trails	Gatesville, TX	48	Senior
Tool Cedar Trails	Tool, TX	36	Senior
Franklin Trails	Franklin, TX	48	Senior
Forest Trails	Lindale, TX	60	Senior
Golden Trails	West, TX	45	Senior
Heritage Tower	Longview, TX	36	Senior
Hickory Trails	Longview, TX	45	Senior
Oak Trails	San Angelo, TX	48	Senior
TOTAL SENIOR UNITS			575
TOTAL FAMILY UNITS			1,197
TOTAL			

Development Map



Development Map - Texas



Sample of Recently Completed Affordable Senior Properties



Peakview Trails

Situated in the heart of Greeley, Colorado, Peakview Trails is a four-story building offering a mix of 96 one- and two-bedroom options for active seniors.

The first floor is completely dedicated to common space for the residents – complete with exercise facilities, internet café, game area, kitchen, and library.

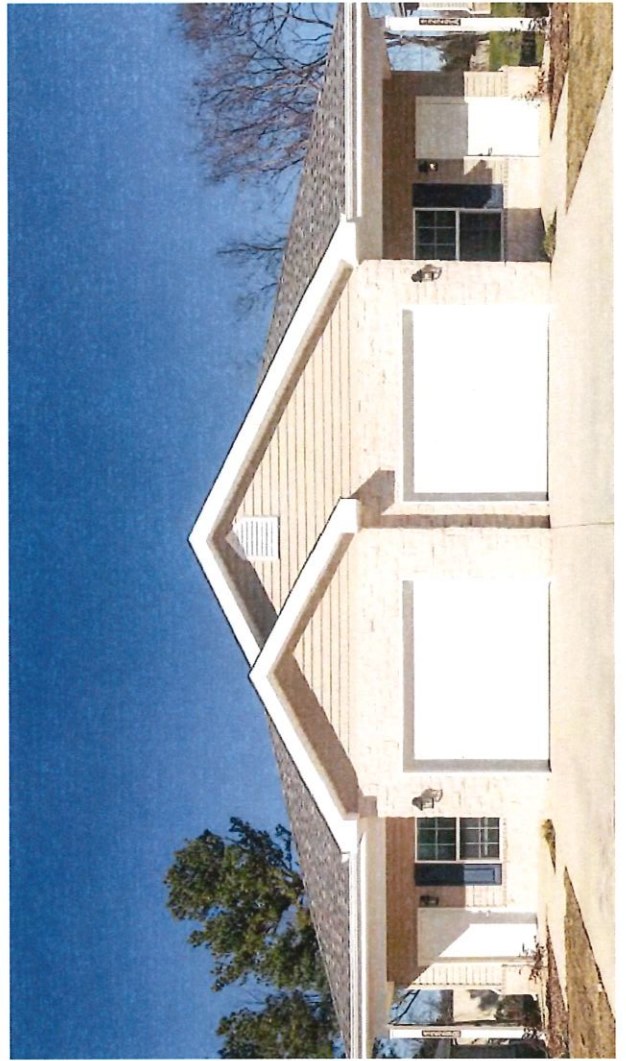


Forest Trails



Forest Trails is a 48-unit duplex community completed in 2019 in Lindale, Texas.

This community provides affordable living for seniors 55+ and was funded utilizing tax credits from the Texas Dept. of Housing and Community Affairs.



Oakshire Trails



Oakshire Trails is located in Pueblo, Colorado and provides 62 high quality, energy efficient units; a mix of both one- and two-bedroom options for seniors.

The first floor is completely dedicated to common space for the residents – complete with exercise facilities, internet café, game area, kitchen, library and movie room. Outside space includes a walking trail, putting green and seating area for residents to socialize.

Oakshire Trails was fully leased up and occupied one day after CO's were issued. Occupancy has remained at 100% since completion, November 7, 2016.



Partners



Ryan Hamilton



Douglas Hamilton



Mike Hamra

- Trinity Housing Development is the continuation of a legacy.
- These partners boast over 46 years of combined experience designing, developing and managing LIHTC properties; over 2,500 total units.
- Expertise in construction, lease-up, management and compliance.
- Portfolio includes properties in Missouri, Colorado, Georgia, Texas, and Oklahoma.
- Experience with Non-profit, Housing Authorities, CDBG, HOME, FHLB-AHP and For-Profit partners.
- Experience demonstrates capable, well-rounded team that is focused on serving the housing needs of seniors and low to moderate income working families, developing communities, and providing jobs to the local economy.
- These combined efforts result in the preservation or creation of thousands of additional housing options which, in turn, result in stronger communities.

Ryan Hamilton



Ryan is Vice President of Hamilton Properties Corporation. After receiving a degree in Business Management from Drury University, Ryan joined his father at Hamilton Properties Corporation (HPC), Springfield, Missouri. Formed in 1968, HPC was formed to develop, construct and manage over 2,500 housing units for the following state and federal agencies of government: USDA/Rural Development in Missouri, Kansas, Oklahoma, Texas, and Nebraska; Missouri Housing Development Commission, Kansas Housing Resources Corporation, Oklahoma Housing Finance Agency, Texas Department of Housing and Community Affairs and Nebraska Investment Finance Agency. During his tenure as Vice President of Hamilton Properties Corporation, Ryan has been instrumental in rejuvenating and rebuilding companies he manages and partners with. He has taken aging and outdated portfolios and updated them with properties competitive in their respected markets. Additionally, Ryan has honed his skills and experience as a developer of new properties, specifically for the marginalized and aging population of families throughout the Midwest.

As Presiding Manager of Trinity Housing Development, Ryan has focused on the development and financing of real estate projects that maximize federal and state tax credits. He has extensive knowledge and experience with significant real estate development projects; Ryan's expertise includes leasing, financing, zoning, subdivision, land-use regulation, taxation, economic development, governmental regulation and permitting for a variety of developments. With his experience, extensive knowledge and long history in the development industry, Ryan has built business relationships to include developers, general contractors, investors, lenders and public entities in a variety of real estate and asset-based transactions. Ryan continues to pursue excellence and relevancy in his field and has worked diligently to earn higher property management certifications such as S.T.A.R. (Spectrum Training Award Recipient) and Certified Property Management (CPM).

Awards and Organizations

- Hamilton Properties Corporation received the 2013 "Preserve Missouri Award" - one of the state's highest honors for Historical Preservation practices. Awarded from Missouri Preservation for joint efforts (with *Baron Design & Associates*) in rehabilitating the Adams Park School building in Trenton, Missouri. This award recognizes organizations highly committed to the adoption and utilization of Green Globe building practices for both new construction and rehabilitation projects.
- Hamilton Properties Corporation received the "Management Company of the Year" award from USDA- Rural Development for the state of Texas.
- NGBS/NAHB Green Certification to Bronze level awards building practices for both new construction and rehabilitation projects used by our development and contracting companies.
- Member, Board of Directors for Missouri Workforce Housing Association (MOWHA).
- Member, Board of Directors for Missouri Council for Affordable Rental Housing (MOCARH).
- Past Board Member of Lost and Found a nonprofit providing grief support and education to individuals and families as they travel their journey of grief to find peace, hope and a new normal, as they face life without their deceased loved one.
- Currently associated and working with I Pour Life a nonprofit focused on developing people in social isolation to help by developing their unique strengths and talents, so they can become self-sufficient. "A Hand up, not a Hand out".

Douglas Hamilton



Douglas Hamilton is Managing Member of Hamilton Builders, LLC as well as a Partner in Trinity Housing Development and Four Corners Development. Douglas is also the Vice President of Construction for Hamilton Properties Corporation. In 2003 Douglas joined his father Kenneth E. Hamilton and brother J. Ryan Hamilton at Hamilton Properties Corporation (HPC), Springfield, Missouri. Formed in 1968, HPC was formed to develop, construct and manage over 2,500 housing units for the following state and federal agencies of government: USDA/Rural Development in Missouri, Kansas, Oklahoma, Texas, and Nebraska; Missouri Housing Development Commission, Kansas Housing Resources Corporation, Oklahoma Housing Finance Agency, Texas Department of Housing and Community Affairs and Nebraska Investment Finance Agency.

Douglas is no stranger to hard work. Prior to managing the construction side of the business, Douglas worked his way up through the ranks of store, general and area manager positions for the Panera Bread Company. His successful management style and warm personality made him a natural fit to oversee all construction and continued maintenance of properties already in service. Due to his experience on both sides of the 'wall', he provides an important and vital perspective to the management team. He is a master of keeping projects on time and on budget.

Awards and Organizations

- Hamilton Properties Corporation received the 2013 "Preserve Missouri Award" – one of the state's highest honors for Historical Preservation practices. Awarded from Missouri Preservation for joint efforts (with Baron Design & Associates) in rehabilitating the Adams Park School building in Trenton, Mo. This award recognizes organizations highly committed to the adoption and utilization of Green Globe building practices for both new construction and rehabilitation projects.
- NGBS/NAHB Green Certification to Bronze level awards building practices for both new construction and rehabilitation projects used by our development and contracting companies.
- Hamilton Properties Corporation received the "Management Company of the Year" award from USDA- Rural Development for the state of Texas. This award recognizes organizations highly committed to the adoption and utilization of Green Globe building practices for both new construction and rehabilitation projects.

Michael Hamra



Michael Hamra is the President and Chief Executive Officer of Hamra Enterprises based in Springfield, Missouri. Under his leadership, Michael has helped to build one of the largest restaurant franchise groups in the nation, with 137 restaurants in 6 states. Hamra Enterprises owns and operates Panera Bread bakery-cafes in Boston and Chicago, as well as numerous Wendy's Old Fashion Hamburger restaurants in the states of Massachusetts, Missouri and New Hampshire and has recently continued expansion with Noodles Restaurants in the states of Massachusetts, Missouri and New Hampshire. Additionally, Hamra Enterprises owns and operates a Holiday Inn Express in Lewisville, Texas which is rated as one of the top 10 Holiday Inn Express hotels in the Dallas Fort-Worth market. With his extensive knowledge of business and property development, Michael has also been involved in developing over 600 low income and senior housing units throughout the state of Missouri. His experience in development throughout the Midwest makes him an invaluable partner to Four Corners Development.

Before joining Hamra Enterprises, Michael practiced law for more than 8 years in Washington, DC. During his tenure there, he specialized in telecommunications regulations and legislation and worked as a political appointee for the Clinton Administration while at the US Department of Commerce. He was a key participant in implementing policies to support the government initiative to connect all of the nation's schools, libraries and healthcare organizations. While working in DC, he also served as the Chief of Staff and Legal Advisor for the Federal Communications Commission's Wireless Telecommunications Bureau. Michael spent much of his law career working in a fast-paced, collaborative environment - at times reaching beyond U.S. borders - developing skills and experiences crucial to his success in property development today.

Michael represented the United States as a speaker specialist on regulatory policies and in 2001, he was commissioned by the U.S. Department of State to represent the United States in the Federal Republic of Yugoslavia; assisting the new Yugoslavian government in overhauling the telecommunications law inherited from the Milosevic regime.

Awards and Organizations

- Michael is a recipient of the US Department of Commerce Bronze Medal for Superior Federal Service
- Recognized as a 40 under 40 by the Boston Business Journal
- Director and former Chairman of OakStar Bank, located in Springfield, Missouri
- Chairman of Family Enterprise USA, a non-profit organization providing education to the general public, policymakers and media regarding the collective issues facing family enterprises
- Member of Young Presidents Organization
- Member of ALSAC/St. Jude Hospital Professional Advisory Board



*Experience, Passion
and
Commitment to Excellence*

- Extensive knowledge and experience in all facets of housing
- Building philosophy of excellence in design, construction and sustainable details
- Partnership rich with development, construction and management experience
- Ability to balance desirable amenities for cost effectiveness
- Experience working with State Finance Agencies, National Investors, Housing Authorities, and Compliance Departments
- Able to manage deadlines and budgets
- Passion to provide housing to meet community needs
- Experience with forging partnerships with for-profit and non-profit entities



AGENDA ITEM 16

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 27, 2020
DEPT. OF ORIGIN: Police Department	SUBMITTED BY: Rusty Pancoast
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 Resolution No. R-20-008 Authorizing the Submission of a Grant Application Through the Criminal Justice Division of the Office of the Governor for the Rifle-Resistant Body Armor Grant Program	
SUMMARY STATEMENT: The Department is seeking approval for submission of a grant application to the Criminal Justice Division of the Governor's Office for the Rifle Resistant Body Armor Program.	
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Grant funding would allow the Department to purchase rifle resistant body armor for police personnel who are part of the Emergency Response Team, as well as, two additional patrol officers. B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: (1) Resolution No. R-20-008	
FUNDING SOURCE (Where Applicable):	
RECOMMENDED ACTION: Approve Resolution No. R-20-008 authorizing the Submission of a Grant Application through the Criminal Justice Division of the Office of the Governor for the Rifle-Resistant Body Armor Grant Program	
APPROVALS: James Fisher	

RESOLUTION NO. R-20-008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS APPROVING THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR CRIMINAL JUSTICE DIVISION FOR THE RIFLE-RESISTANT BODY ARMOR GRANT PROGRAM

WHEREAS, in response to the July 2016 shooting of police officers in Dallas, Texas, Senate Bill 12 was passed during the 85th Legislature's Regular Session; and

WHEREAS, when Governor Abbott signed Senate Bill 12 into law it authorized the Criminal Justice Division of the Governor's Office to create a grant program to assist agencies in the purchase of rifle-resistant body armor; and

WHEREAS, the Office of the Governor Criminal Justice Division is now taking applications for projects under this Program to increase the safety of Texas law enforcement officers; and

WHEREAS, if awarded, the Rifle-Resistant Body Armor Program will provide grant monies for the one-time purchase of body armor for each emergency tactical response team member, along with five additional patrol officers;

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

1. That the City Council hereby authorizes the Police Department staff to submit Grant No. 3990901 in the amount of \$30,992.25 to the Office of the Governor Criminal Justice Division Rifle-Resistant Body Armor Program.
2. That the City will comply with all requirements of the Office of the Governor Criminal Justice Division Rifle-Resistant Body Armor Program.
3. That the Mayor is hereby authorized to execute any necessary documentation related to the grant application described herein.

PASSED AND APPROVED on this the 6th day of February, 2020.

Milton Y. Tate, Jr.,
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary



AGENDA ITEM 17

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 10, 2020
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Jeana Bellinger

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

AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Recommendations for Appointments and/or Reappointments to Various City Boards and Committees

SUMMARY STATEMENT: According to the City of Brenham's Policies and Procedures for Boards and Commissions, a Subcommittee of City Council is to review applications for appointment to Boards and Commissions. The Subcommittee will then make recommendations to the full Council.

The Subcommittee comprised of Mayor Tate, Councilmember Cantey, and Councilmember Saunders met December 5, 2019 and January 9, 2020 and reviewed the 2020 applications for appointment and re-appointment for all City Boards. The Subcommittee's recommendations are shown below.

Airport Advisory Board:

- Members Michele Bright and Edwin Owens are recommended for reappointment.
- Lynwood Kindt is recommended for appointment to position eight, which is currently held by Pat Elliott. Mr. Kindt is a pilot with 30 years of experience as an Air Traffic Controller.

Animal Advisory Board:

- Members Robert Davis, Phyllis McMahon, and Sally Blackie-Sengel are recommended for reappointment.

Board of Adjustments:

- Arlen Thielemann and Thomas Painter are recommended for reappointment.
- The Subcommittee recommends reappointment of MaLisa Hampton, moving from Position 1 to alternate position A-4.
- Danny Goss is recommended for appointment to Position 1.

Brenham Community Development Corporation:

- Members Atwood Kenjura, Darrell Blum, and Charles Moser are recommended for reappointment.
- Ken Miller is recommended for appointment to position three, currently held by David Cone. Mr. Miller currently serves on the Brenham Housing Authority and is a retired engineer.

Brenham Housing Authority:

- Members John Harris, Wanda Cooley, Ray Daugbjerg, and Ken Miller are recommended for reappointment.
- Tieman Dippel did not seek reappointment to position 8. George Dillingham is recommended for appointment to the vacant position. Mr. Dillingham is a Brenham resident and is a real estate broker with Keystone Properties.

Brenham-Washington County Hotel Occupancy Tax Board:

- Members Seneca McAdams, Susan Cantey, Al Patel, and Sharon Brass are recommended for reappointment.

Building Standards Commission:

- Lloyd Pieper is recommended for reappointment
- Jason Kiemsteadt did not seek reappointment. Paul Pomeroy is recommended for appointment to position three. Mr. Pomeroy is a retired attorney and long-time Brenham resident.

Library Advisory Board:

- The Brenham Fortnightly Club has nominated Jody Tyson for appointment and Renee Mueller for reappointment. The Subcommittee recommends that Council appoint/reappoint these nominees.
- Christy Van Dyke did not request reappointment. Fredericka DeBerry is recommended to fill the vacant position. Ms. DeBerry was on the staff of the Clear Lake High School Library for 20 years, and on the staff of the Blinn Library for 8 years. She is also a published author.

Main Street Board:

- Members Margie Young and Jon Hill are recommended for reappointment.
- Shannan Canales is recommended for appointment to position eight, currently held by Mark Schneider. Ms. Canales is the owner of Las Americas Latin Cuisine in Brenham and has already worked extensively with the Main Street Board.

Parks and Recreation Advisory Board:

- Members Ginger Bosse, Delbert Boeker, and Andrea Fischer are recommended for reappointment.

Planning and Zoning Commission:

- Members Keith Behrens and Deanna Alfred are recommended for reappointment.
- Catharyne Neil is recommended for appointment to position three, currently held by Nancy Low. Mrs. Neil grew up in Brenham. She has taught Language Arts and Social Studies at Cypress-Fairbanks ISD, and worked as a Children's Minister at St. Curthbert Episcopal Church in Houston.

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):**A. PROS:****B. CONS:****ALTERNATIVES (In Suggested Order of Staff Preference):****ATTACHMENTS:** (1) 2020 Board Membership Information**FUNDING SOURCE (Where Applicable):**

RECOMMENDED ACTION: Approve the recommendations for appointments and/or re-appointments to various City boards and committees

APPROVALS: James Fisher

AIRPORT ADVISORY BOARD

Position	Board Member	Term Expiration
1	Brent Nedbalek	December, 2020
2	Michele Bright	December, 2021
3	Janet Hess	December, 2020
4	Bryan Butler	December, 2020
5	Edwin Owens	December, 2021
6	Jon Hodde	December, 2020
7	Mark Whitehead	December, 2020
8	Pat Elliott Lynwood Kindt	December, 2021
9	Eddie Van Dyke	December, 2020

ANIMAL SHELTER ADVISORY COMMITTEE

Position	Board Member	Position	Term Expiration
1	Dr. Lee Panko	Veterinarian	December, 2020
2	Susan Cantey	County or City Official	December, 2020
3	Alison Harper	Animal Shelter Worker	December, 2020
4	Robert Davis	Animal Welfare Representative	December, 2021
5	Jerry Jares	Citizen	December, 2020
6	Phyllis McMahon	Citizen	December, 2021
7	Sally Blackie-Sengel	Citizen	December, 2021

BOARD OF ADJUSTMENTS

Position	Board Member	Term Expiration
1	MaLisa Hampton Danny Goss	December, 2021
2	Arlen Thielemann	December, 2021
3	Jon Hodde	December, 2020
4	Thomas Painter	December, 2021
5	Mary Lou Winkelmann	December, 2020

Position	Alternate Member	Term Expiration
A-1	Walt Edmunds	December, 2020
A-2	Jarvis Van Dyke	December, 2020
A-3	Johanna Fatheree	December, 2020
A-4	Vacant MaLisa Hampton	December, 2021

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

Position	Board Member	Term Expiration
1	Atwood Kenjura	December, 2021
2	Darrell Blum	December, 2021
3	David Cone Ken Miller	December, 2021
4	Charles Moser	December, 2021
5	Jason Kiemsteadt	December, 2020
6	Bill Betts	December, 2020
7	John Hasskarl	December, 2020

BRENNHAM HOUSING AUTHORITY BOARD

Position	Board Member	Term Expiration
1	John Harris	December, 2021
2	Wanda Cooley	December, 2021
3	Ray Daugbjerg	December, 2021
4	Richard Flammer	December, 2020
5	Marcus Wamble	December, 2020
6	Cory Flencher	December, 2020
7	Lillian Pollard	December, 2020
8	Tieman Dippel George Dillingham	December, 2021
9	Kenneth Miller	December, 2021

BRENNHAM-WASHINGTON COUNTY HOTEL OCCUPANCY TAX BOARD

Position	Board Member	Expiration
1	Seneca McAdams	December, 2021
2	Susan Cantey	December, 2021
3	Stacey Walters	December, 2020
4	Byron Davis	December, 2020
5	Al Patel	December, 2021
6	Keith Hankins	December, 2020
7	Sharon Brass	December, 2021
8	Annette Wagner (county appointee)	December, 2020
9	James Chisolm (county appointee)	December, 2019

BUILDING STANDARDS COMMISSION

Position	Board Member	Term Expiration
1	Arlen Thielemann	December, 2020
2	Walt Edmunds	December, 2020
3	Jason Kiemsteadt Paul Pomeroy	December, 2021
4	Stoney Lacina	December, 2020
5	Lloyd Pieper	December, 2021

LIBRARY ADVISORY BOARD

Position	Board Member	Nominating Entity	Term Expiration
1	Lillian Marshall	City of Brenham	December 31, 2020
2	Keith Herring	City of Brenham	December 31, 2020
3	Jamey Johnson	City of Brenham	December 31, 2020
4	Christy Van Dyke Fredericka DeBerry	City of Brenham	December 31, 2021
5	Sabrina Roberts	Brenham Fortnightly	December 31, 2020
6	Marshia Foster Jody Tyson	Brenham Fortnightly	December 31, 2021
7	Janie Mehrens	Brenham Fortnightly	December 31, 2020
8	Lu Hollander	Brenham Fortnightly	December 31, 2020
9	Renee Mueller	Brenham Fortnightly	December 31, 2021

MAIN STREET BOARD

Position	Board Member	Expiration
1	Jeffrey Lewman	December 31, 2020
2	Margie Young	December 31, 2021
3	Tiffany Morisak	December 31, 2020
4	Dr. Walter Jackson	December 31, 2020
5	Jon Hill	December 31, 2021
6	John Herman	December 31, 2020
7	Tom Whitehead	December 31, 2020
8	Mark Schneider Shannan Canales	December 31, 2021
9	Jim Moser	December 31, 2020
10	Evonne Sturm	December 31, 2020
11	Connie Wilder	December 31, 2020

PARKS AND RECREATION BOARD

Position	Board Member	Expiration
1	Matthew Wehring	December 31, 2020
2	Ginger Bosse	December 31, 2021
3	Bill Betts	December 31, 2020
4	Jim Baker	December 31, 2020
5	Delbert Boeker	December 31, 2021
6	Paula Buls	December 31, 2020
7	Lee Chalmers	December 31, 2020
8	Andrea Fischer	December 31, 2021
9	Luis Mendoza	December 31, 2020

PLANNING & ZONING COMMISSION

Position	Board Member	Term Expiration
1	M. Keith Behrens	December, 2021
2	Marcus Wamble	December, 2020
3	Nancy Low Catharyne Neil	December, 2021
4	Leroy Jefferson	December, 2020
5	Deanna Alfred	December, 2021
6	Calvin Kossie	December, 2020
7	Lynette Scheffield	December, 2020



AGENDA ITEM 19

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 28, 2020															
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher															
<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: Section 551.071 – Texas Government Code – Consultation with City Attorney and Section 551.072 – Texas Government Code – Deliberation Regarding Real Property – Consultation with City Attorney and Discussion Regarding the Barnhill Center at the Historic Simon Theater																
SUMMARY STATEMENT: To be discussed in Executive Session.																
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):																
RECOMMENDED ACTION: None																
APPROVALS: Milton Y. Tate, Jr.																



AGENDA ITEM 20

DATE OF MEETING: February 6, 2020	DATE SUBMITTED: January 28, 2020	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher	
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 the Development, Operation and Possible Acquisition of the Barnhill Center at the Historic Simon Theater and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY STATEMENT: As discussed in Executive Session		
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):		
RECOMMENDED ACTION: As discussed in Executive Session		
APPROVALS: Milton Y. Tate, Jr.		