



**NOTICE OF A SPECIAL MEETING
THE BRENHAM CITY COUNCIL
MONDAY, JANUARY 24, 2022 AT 10:30 AM
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN STREET
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags - Councilmember Leah Cook**
- 3. Citizens Comments**

REGULAR SESSION

- 4. Discuss and Possibly Act Upon the Purchase of a Fire Truck for the Brenham Fire Department from Siddons Martin Emergency Group, LLC and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation**
- 5. Discuss and Possibly Act Upon Resolution No. R-22-002 Expressing Official Intent to Reimburse Certain Costs Related to the Purchase of a Fire Truck for the Brenham Fire Department**
- 6. Discuss and Possibly Act Upon the Purchase, Delivery and Installation of Two (2) Aviation-Grade Fuel Tanks and Associated Equipment for the Brenham Municipal Airport and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation**
- 7. Discuss and Possibly Act Upon Resolution No. R-22-003 Expressing Official Intent to Reimburse Certain Costs Related to Improvements at the Brenham Municipal Airport**
- 8. Discuss and Possibly Act Upon an Agreement Between the City of Brenham and an Interim Professional Services Placement Firm for an Interim Airport Manager and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation**

9. **Discuss and Possibly Act Upon the Authorization of the Mayor or the City Manager to Negotiate, Approve and Execute an Agreement for Airport Management Consulting Services at the Brenham Municipal Airport**

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 January 24, 2022 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan St., Brenham, TX on Friday, January 21, 2022 at 10:15 a.m.

Karen Stack, TRMC

Deputy City Secretary

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

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the _____ day of _____, 2022 at _____ AM PM.

Signature

Title



Regular City Council
AGENDA ITEM 4.

Agenda Item: Discuss and Possibly Act Upon the Purchase of a Fire Truck for the Brenham Fire Department from Siddons Martin Emergency Group, LLC and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation

Meeting Type: Special Meeting-January 24, 2022

Department: Fire Department

Staff Contact: Roger Williams

SUMMARY STATEMENT:

The Fire Department is requesting the approval of a Purchase Order for a new fire truck which has been approved in the 2021-2022 budget. This new apparatus will replace Engine 4 a 2002 Ferrara (20 yr) pumper fire engine. The engine has served the department and community well, however, it has reached the end of its service life and needs to be replaced.

We are replacing the 2002 Ferrara Pumper for \$855,313.00 plus additional equipment for \$51,045.00 for a total of \$906,358.00. After a fair-market analysis, it has been decided to trade-in the 2002 Ferrara Pumper for the amount of \$26,000.00, which would bring our total request for the purchase order in the amount of \$880,358.00.

There will be a HGAC pricing increase if we order these trucks after January 31 of at least 8.00%, which will approximately amount to an additional cost of \$70,428.60.

ATTACHMENTS:

(1) Quote from Siddons Martin

RECOMMENDED ACTION:

Approve the purchase of a fire truck for the Brenham Fire Department from Siddons Martin Emergency Group, LLC, in the amount of \$880,358.00, and authorize the Mayor or the City Manager to execute any necessary documentation.

Siddons Martin Emergency Group, LLC
3500 Shelby Lane
Denton, TX 76207
GDN P115891
TXDOT MVD No. A115890

January 12, 2022

Roger Williams, Fire Chief
BRENHAM FIRE DEPARTMENT
101 N CHAPPELL HILL ST
BRENHAM, TX 77833



Proposal For: 2023 - Brenham Fire Rescue - Pumper

Siddons-Martin Emergency Group, LLC is pleased to provide the following proposal to the BRENHAM FIRE DEPARTMENT. Unit will comply with all specifications attached and made a part of this proposal. Total price includes delivery FOB BRENHAM FIRE DEPARTMENT and training on operation and use of the apparatus.

Description	Amount
Qty. 1 - 1023 - Pierce-Custom Enforcer Pumper, 2nd Gen	
(Unit Price - \$855,313.00)	
Delivery within 19-20 months of order date	
QUOTE # - SMEG-0002629-1	
Vehicle Price	\$855,313.00
Loose Equipment Budget	\$49,045.00
2002 - Ferrara Trade-In	(\$26,000.00)
1023 - UNIT TOTAL	\$878,358.00
SUB TOTAL	\$878,358.00
HGAC FS12-19 (FIRE)	\$2,000.00
TOTAL	\$880,358.00

Price guaranteed until 1/31/2022

Taxes: Tax is not included in this proposal. In the event that the purchasing organization is not exempt from sales tax or any other applicable taxes and/or the proposed apparatus does not qualify for exempt status, it is the duty of the purchasing organization to pay any and all taxes due. Balance of sale price is due upon acceptance of the apparatus at the factory.

Late Fee: A late fee of .033% of the sale price will be charged per day for overdue payments beginning ten (10) days after the payment is due for the first 30 days. The late fee increases to .044% per day until the payment is received. In the event a prepayment is received after the due date, the discount will be reduced by the same percentages above increasing the cost of the apparatus.

Cancellation: In the event this proposal is accepted and a purchase order is issued then cancelled or terminated by Customer before completion, Siddons-Martin Emergency Group may charge a cancellation fee. The following charge schedule based on costs incurred may be applied:

- (A) 10% of the Purchase Price after order is accepted and entered by Manufacturer;
- (B) 20% of the Purchase Price after completion of the approval drawings;
- (C) 30% of the Purchase Price upon any material requisition.

The cancellation fee will increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing. Siddons-Martin Emergency Group endeavors to mitigate any such costs through the sale of such product to another purchaser; however, the customer shall remain liable for the difference between the purchase price and, if applicable, the sale price obtained by Siddons-Martin Emergency Group upon sale of the product to another purchaser, plus any costs incurred by Siddons-Martin to conduct such sale.

Acceptance: In an effort to ensure the above stated terms and conditions are understood and adhered to, Siddons-Martin Emergency Group, LLC requires an authorized individual from the purchasing organization sign and date this proposal and include it with any purchase order. Upon signing of this proposal, the terms and conditions stated herein will be considered binding and accepted by the Customer. The terms and acceptance of this proposal will be governed by the laws of the state of Texas. No additional terms or conditions will be binding upon Siddons-Martin Emergency Group, LLC unless agreed to in writing and signed by a duly authorized officer of Siddons-Martin Emergency Group, LLC.

Sincerely,

Blake R. Ebben

Blake Ebben

I, _____, the authorized representative of the BRENHAM FIRE DEPARTMENT, agree to purchase the proposed and agree to the terms of this proposal and the specifications attached hereto.

Signature & Date



Regular City Council
AGENDA ITEM 5.

Agenda Item: Discuss and Possibly Act Upon Resolution No. R-22-002 Expressing Official Intent to Reimburse Certain Costs Related to the Purchase of a Fire Truck for the Brenham Fire Department

Meeting Type: Special Meeting-January 24, 2022

Department: Finance

Staff Contact: Stacy Hardy

SUMMARY STATEMENT:

Included in the FY2022 Adopted Budget is the purchase of a replacement pumper fire truck funded by the issuance of Certificates of Obligation. To allow the City to move forward with this purchase before a February 2022 price increase goes into effect, a Reimbursement Resolution is needed. This agenda item allows Council the ability to reimburse certain costs related to the purchase of the fire truck from the issuance of Certificates of Obligation, which are scheduled to be issued in early March 2022.

ATTACHMENTS:

(1) Resolution No. R-22-002

RECOMMENDED ACTION:

Approve Resolution No. R-22-002 expressing official intent to reimburse certain costs related to the purchase of a fire truck for the Brenham Fire Department.

RESOLUTION NO. R-22-002

A RESOLUTION OF THE CITY OF BRENHAM, TEXAS EXPRESSING OFFICIAL INTENT TO REIMBURSE CERTAIN COSTS RELATED TO THE PURCHASE OF A FIRE TRUCK FOR THE BRENHAM FIRE DEPARTMENT.

WHEREAS, the City of Brenham, Texas (the "City") is a political subdivision of the State of Texas; and

WHEREAS, the City expects to pay, or have paid on its behalf, expenditures in connection with the projects on Exhibit "A" hereto (the "Projects") prior to the issuance of obligations for which a prior expression of intent to finance or refinance is required by Federal or state law (collectively and individually, the "Obligations") to finance the Projects; and

WHEREAS, the City finds, considers, and declares that the reimbursement for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention to reimburse itself for such payments at such time as it issues Obligations to finance the Projects; and

WHEREAS, Section 1.150-2(d)(2) of the Treasury Regulations sets forth limitations regarding the timing of reimbursements made from the proceeds of certain obligations.

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

Section 1: The City reasonably expects to reimburse itself for costs that have been or will be paid subsequent to the date that is 60 days prior to the date hereof and that are to be paid in connection with the Projects from the proceeds of obligations be issued subsequent to the date hereof.

Section 2: The City reasonably expects that the maximum principal amount of Obligations issued to reimburse the City for the costs associated with the Projects will be \$900,000. Such Obligations may be issued in one or more series.

Section 3: Unless otherwise advised by bond counsel, any reimbursement allocation will be made not later than 18 months after the later of (1) the date the original expenditure is paid or (2) the date on which the Project to which the expenditure relates is placed in service or abandoned, but in no event more than three years after the original expenditure is paid.

Section 4: This Resolution shall be effective immediately upon its passage and approval.

PASSED AND APPROVED this 24th day of January 2022.

Milton Y. Tate, Jr., Mayor

ATTEST:

Karen Stack, TRMC
Deputy City Secretary

Exhibit "A"

Project Description

The acquisition and equipping of a fire truck for the Brenham Fire Department and also including any legal, fiscal and other fees relating thereto.



Regular City Council
AGENDA ITEM 6.

Agenda Item: Discuss and Possibly Act Upon the Purchase, Delivery and Installation of Two (2) Aviation-Grade Fuel Tanks and Associated Equipment for the Brenham Municipal Airport and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation

Meeting Type: Special Meeting-January 24, 2022

Department: Development Services

Staff Contact: Stephanie Doland

SUMMARY STATEMENT:

In 1987, the City purchased and installed an above ground fuel tank, associated plumbing and filtration (fuel farm) for use at the Brenham Municipal Airport. The fuel farm was formerly operated by the former FBO Southern Flyer and has been out of service since August of 2020. Since that time, the City consulted with Bassco Services, Inc. an aviation fuel farm system specialist. Bassco's evaluation following a site inspection concluded that the tanks were beyond their useful life and the costs to bring the tanks into service would not be economical. Therefore, the City's fuel farm needs to be replaced to provide fuel to the general aviation community. City staff requests Council authorization to move forward with the purchase of a pair of 12,000 gallon fuel tanks and associated plumbing, filtration, motors and equipment. In addition to costs associated with the purchase of the physical equipment, the system will need to be modified to fit the Brenham Municipal Airport's needs, specifically to allow self-service fueling. The purchase, transport and installation will be completed by multiple entities.

The following agenda item (Item 7) is a companion agenda item which authorizes the reimbursement of costs related to improvements at the Brenham Municipal Airport from the issuance of Certificates of Obligation.

ATTACHMENTS:

None

RECOMMENDED ACTION:

Approve the purchase, delivery and installation of two (2) aviation-grade fuel tanks and associated equipment for the Brenham Municipal Airport, in an amount not to exceed \$200,000.00, and authorize the Mayor or the City Manager to execute any necessary documentation.



Regular City Council
AGENDA ITEM 7.

Agenda Item: Discuss and Possibly Act Upon Resolution No. R-22-003 Expressing Official Intent to Reimburse Certain Costs Related to Improvements at the Brenham Municipal Airport

Meeting Type: Special Meeting-January 24, 2022

Department: Finance

Staff Contact: Stacy Hardy

SUMMARY STATEMENT:

Included in the FY2022 Adopted Budget is the issuance of Certificates of Obligation (CO). A portion of the CO proceeds are designated for the funding of General Government capital projects. City staff has identified critical capital improvements at the Brenham Municipal Airport that the City would like to move forward on prior to the anticipated CO issuance in March 2022. This agenda item allows Council the ability to reimburse certain costs related to improvements at the Brenham Municipal Airport from the issuance of Certificates of Obligation.

ATTACHMENTS:

(1) Resolution No. R-22-003

RECOMMENDED ACTION:

Approve Resolution No. R-22-003 expressing official intent to reimburse certain costs related to improvements at the Brenham Municipal Airport.

RESOLUTION NO. R-22-003

A RESOLUTION OF THE CITY OF BRENHAM, TEXAS EXPRESSING OFFICIAL INTENT TO REIMBURSE CERTAIN COSTS RELATED TO IMPROVEMENTS A THE BRENHAM MUNICIPAL AIRPORT.

WHEREAS, the City of Brenham, Texas (the "City") is a political subdivision of the State of Texas; and

WHEREAS, the City expects to pay, or have paid on its behalf, expenditures in connection with the projects on Exhibit "A" hereto (the "Projects") prior to the issuance of obligations for which a prior expression of intent to finance or refinance is required by Federal or state law (collectively and individually, the "Obligations") to finance the Projects; and

WHEREAS, the City finds, considers, and declares that the reimbursement for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention to reimburse itself for such payments at such time as it issues Obligations to finance the Projects; and

WHEREAS, Section 1.150-2(d)(2) of the Treasury Regulations sets forth limitations regarding the timing of reimbursements made from the proceeds of certain obligations.

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

Section 1: The City reasonably expects to reimburse itself for costs that have been or will be paid subsequent to the date that is 60 days prior to the date hereof and that are to be paid in connection with the Projects from the proceeds of obligations be issued subsequent to the date hereof.

Section 2: The City reasonably expects that the maximum principal amount of Obligations issued to reimburse the City for the costs associated with the Projects will be \$200,000. Such Obligations may be issued in one or more series.

Section 3: Unless otherwise advised by bond counsel, any reimbursement allocation will be made not later than 18 months after the later of (1) the date the original expenditure is paid or (2) the date on which the Project to which the expenditure relates is placed in service or abandoned, but in no event more than three years after the original expenditure is paid.

Section 4: This Resolution shall be effective immediately upon its passage and approval.

PASSED AND APPROVED this 24th day of January 2022.

Milton Y. Tate, Jr., Mayor

ATTEST:

Karen Stack, TRMC
Deputy City Secretary

Exhibit "A"

Project Description

The renovation of and improvements to the City's existing airport facilities and also including any legal, fiscal and other fees relating thereto.



Regular City Council
AGENDA ITEM 8.

Agenda Item: Discuss and Possibly Act Upon an Agreement Between the City of Brenham and an Interim Professional Services Placement Firm for an Interim Airport Manager and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation

Meeting Type: Special Meeting-January 24, 2022

Department: Development Services

Staff Contact: Stephanie Doland

SUMMARY STATEMENT:

Due to a change in circumstances, the Brenham Municipal Airport is currently without Avgas and Jet A fuel for sale to the general public. In order to meet the needs of the Airport and restore fuel availability, sales, and fuel deliveries at the Airport, both qualified line personnel and additional infrastructure is needed at the Airport. The City of Brenham does not currently have any personnel on staff qualified to provide services such as aviation fueling, aircraft parking, and ancillary aircraft services.

Staff recommends entering into an agreement with a Professional Services Placement Firm to employ a qualified manager of line services and to assist the City in the transition from services offered by a third-party Fixed Based Operator (FBO) to services offered by the City of Brenham. The contracted individual would be responsible for guiding City Staff in the necessary equipment, personnel and infrastructure to offer full-service FBO services to the general aviation community and airport stakeholders.

ATTACHMENTS:

None

RECOMMENDED ACTION:

Authorize an Agreement Between the City of Brenham and an Interim Professional Services Placement Firm for an Interim Airport Manager and Authorize the Mayor or the City Manager to Execute Any Necessary Documentation



Regular City Council
AGENDA ITEM 9.

Agenda Item: Discuss and Possibly Act Upon the Authorization of the Mayor or the City Manager to Negotiate, Approve and Execute an Agreement for Airport Management Consulting Services at the Brenham Municipal Airport

Meeting Type: Special Meeting-January 24, 2022

Department: Development Services

Staff Contact: Stephanie Doland

SUMMARY STATEMENT:

Due to a change in circumstances, the Brenham Municipal Airport is currently without Avgas and Jet A fuel for sale to the general public. In order to meet the needs of the Airport and restore fuel availability, sales, and fuel deliveries at the Airport both qualified line personnel and additional infrastructure is needed at the Airport. The City of Brenham does not currently have any personnel on staff qualified to provide services such as aviation fueling, aircraft parking, and ancillary aircraft services. Staff recommends entering into an agreement with a qualified Airport Management Consulting firm to serve the general aviation community and the existing airport stakeholders. If approved, the Airport Management Consultant would be responsible for negotiating a fuel contract on behalf of the City, assisting in the lease or purchase of fuel trucks (re-fuelers) and a point of sale for fuel transactions. Additionally, the consultant would be responsible for overseeing fuel sales and deliveries and monitoring line services to ensure that all aviation fueling is conducted in a safe manner and in accordance with applicable federal regulations.

ATTACHMENTS:

None

RECOMMENDED ACTION:

Authorize the Mayor or the City Manager to negotiate, approve and execute an agreement for Airport Management Consulting Services at the Brenham Municipal Airport.