



**NOTICE OF A REGULAR MEETING  
THE BRENHAM CITY COUNCIL  
THURSDAY, JUNE 26, 2025 AT 1:00 PM  
SECOND FLOOR CITY HALL  
COUNCIL CHAMBERS  
200 W. VULCAN STREET  
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags - City Manager Carolyn Miller**
- 3. Citizen Comments**

**CONSENT AGENDA**

**4. 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.

- 4.a. Approve the Minutes from the June 9, 2025 Workshop Meeting and the June 12, 2025 Regular City Council Meeting**
- 4.b. Approve the Purchase of a Chevrolet Silverado 3500 Pickup Truck for the City of Brenham Water Construction Department from Lake Country Chevrolet Through The Interlocal Purchasing System (TIPS) Contract No. 240901 in the Amount of \$80,826.25 and Authorize the Mayor to Execute Any Necessary Documentation**
- 4.c. Approve the Purchase of a Chevrolet Silverado 3500 Pickup Truck for the City of Brenham Wastewater Construction Department from Lake Country Chevrolet Through The Interlocal Purchasing System (TIPS) Contract No. 240901 in the Amount of \$111,105.25 and Authorize the Mayor to Execute Any Necessary Documentation**

**REGULAR SESSION**

- 5. Discuss and Possibly Act Upon Resolution R-25-018 Adopting A Fee Schedule for the Production of Records Under the Public Information Act**
- 6. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Rate Tariff Schedules for the City of Brenham Water Utility Services and Authorize the Mayor to Execute Any Necessary Documentation**
- 7. Administrative/Elected Officials Report**

**Administrative/Elected Officials Reports:** Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or 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.

## EXECUTIVE SESSION

### 8. Section 551.071, Texas Government Code - Consultation with Attorney - Consultation with City Attorney Concerning the Brenham Municipal Airport, Its Operations and Services, and Associated Matters

## 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 agenda of items to be considered by the City of Brenham City Council on Thursday, June 26, 2025 was posted to the City Hall bulletin board at 200 W. Vulcan St., Brenham, TX on Monday, June 23, 2025 at 12:45 p.m.

***Robin Hutchens***

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 seventy-two (72) 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 \_\_\_\_\_, 2025 at \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

## **Brenham City Council Minutes**

A workshop meeting of the Brenham City Council was held on Monday, June 9, 2025 beginning at 8:30 AM in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members Present:

Mayor Pro Tem Clint Kolby  
Councilmember Leah Cook  
Councilmember Paul LaRoche  
Councilmember Albert Wright  
Councilmember Steve Soman

### Members Absent:

Mayor Atwood Kenjura  
Councilmember Adonna Saunders

### City of Brenham Staff Present:

City Manager Carolyn Miller, Assistant City Manager Megan Mainer, City Secretary/Director of Administrative Services Jeana Bellinger, General Manager of Public Utilities William Bissette, Director of Finance Stacy Hardy, Director of Public Works Dane Rau, Chief Financial Officer Julie Flagg, Director of HR and Risk Management Susan Nienstedt, Fire Chief Mark Donovan, Economic & Community Development Director Teresa Rosales, Director of Engineering Services Richard O'Malley, Shawn Bolenbarr, Jessica Perez, Jason Lange, Ande Bostain, Stephen Scheffer, Jerry Saldivar, Joshua Daniels, Debbie Gaffey, Stephgen Draehn, Casey Redman and Tammy Jaster.

### Citizens/Others Present:

None

### Media Present:

None

## **1. Call Meeting to Order**

## **2. Discussion and Presentation on 5-Year Capital Plans**

Chief Financial Officer Julie Flagg presented the following 5-Year Capital Improvement Plans for the Utility Funds and General Fund:

- **UTILITY FUNDS**
  - General Overview and Utility Rate Comparisons

- Capital Improvement Plan
- Debt Funding Breakdown
- Water Fund
  - Water Treatment Plant Expansion
  - Loesch Street Groundwater Wells
  - Other Water Fund Capital Projects
  - Personnel Requests
  - 5-Year Financial Forecast
- Wastewater Fund
  - Wastewater Projects
  - Personnel Requests
  - 5-Year Financial Forecast
- Electric Fund
  - Electric Projects
  - 5-Year Financial Forecast
- Gas Fund
  - Gas Projects
  - Personnel Requests
  - 5-Year Financial Forecast
- Drainage Fund
  - Projects in Progress
  - Improvement Projects
  - Equipment Needs
  - 5-Year Financial Forecast
- GENERAL FUND
  - Introduction and Legislative Update
  - General Fund Priorities
  - Personnel Requests
  - Capital Requests
    - General Fund Overview
    - By Department
  - Capital Funding (FY28-30)
  - Council Direction

**ADJOURN**

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Atwood C. Kenjura  
Mayor

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Jeana Bellinger, TRMC, CMC  
City Secretary

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on Thursday, June 12, 2025 beginning at 1:00 PM in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members Present:

Mayor Atwood Kenjura  
Mayor Pro Tem Clint Kolby  
Councilmember Leah Cook  
Councilmember Paul LaRoche  
Councilmember Adonna Saunders  
Councilmember Albert Wright  
Councilmember Steve Soman

### Members Absent:

None

### City of Brenham Staff Present:

City Manager Carolyn Miller, City Attorney Cary Bovey, Assistant City Manager Megan Mainer, City Secretary/Director of Administrative Services Jeana Bellinger, General Manager of Public Utilities William Bisette, Director of Public Works Dane Rau, Chief Financial Officer Julie Flagg, Director of HR and Risk Management Susan Nienstedt, Fire Chief Mark Donovan, Interim Police Chief David Gott, Development Services Director Stephanie Doland, Economic & Community Development Director Teresa Rosales, Karen Stack, Shawn Bolenbarr, Jason Lange, JoAnne Hynes, Kelsey Toy, Tammy Jaster, Christine Simich, Kevin Boggus, Nancy Stafford, Tara Wellmann, Stephen Scheffer, Richard O'Malley, and Jim Halley.

### Citizens/Others Present:

Mark Becerra, Shawn Koonce, Deanna Scheffer, Sterling Scheffer, Stratton Scheffer, and Jessie Kimble.

### Media Present:

Joshua Blaschke with KWHI, and Sarah Forsythe with Brenham Banner Press.

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags - Councilmember Paul F. LaRoche, III**

**3. Introduction of Megan Mainer, Assistant City Manager**

**4. Service Recognitions**

- ◆ **Stephen Scheffer, Wastewater Systems - 30 Years**
- ◆ **Kelsey Toy, Aquatic Center - 10 Years**

**5. Special Presentation by City of Brenham Community Services Grant Recipient - Boys & Girls Club**

**6. Citizen Comments**

Mark Becerra addressed City Council stating the protest coming to Brenham is funded by the Democratic Women of Brenham and being held on the same day as 2,000 exact same events across the country. Becerra explained that the mass protests are against an authoritarian government and ICE but the laws being protested against are laws that have remained in place for a long time.

James Corbett addressed City Council stating he is the County Chair of the Democratic Party and works with the Democratic Women of Brenham. Corbett explained that the organized event, No Kings Rally, that is taking place has nothing to do with ICE and has to do with a president that appears to be out of control and who is trying to inaugurate himself as king.

**CONSENT AGENDA**

**7. Statutory Consent Agenda**

- 7.a. Approve the Minutes from the May 13, 2025 Special City Council Meeting and May 15, 2025 Regular City Council Meeting**
- 7.b. Approve Ordinance No. O-25-008 on Its Second Reading Amending the Rate Tariff Schedules for the City of Brenham Water Services**
- 7.d. Approve the Use of Seized Narcotic Funds in the Amount of \$45,777.02 for the Purchase of Law Enforcement Equipment from CTC Gunworks dba Sentinel Supply and Authorize the Mayor to Execute Any Necessary Documentation**
- 7.e. Approve an Electrical Distribution Construction Agreement Between the City of Brenham and Techline Construction LLC, Through the Lower Colorado River Authority (LCRA), in an Amount Not To Exceed \$246,500.00 Related to the Loesch Street Line Upgrade and Authorize the Mayor to Execute Any Necessary Documentation**

**7.f. Rescind the May 15, 2025 Approval of a Professional Services Agreement Between the City of Brenham and Michael Baker International, Inc. Related to Engineering and Design Services for the Extension of Aviation Way at the City of Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation**

Mayor Kenjura requested that Consent Agenda Item 7.c. be moved to Regular Session.

A motion was made by Councilmember Cook and seconded by Councilmember Saunders to approve Consent Agenda Items 7.a with a correction, 7.b., and 7.d. through 7.f. as presented.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

**WORK SESSION**

**8. Discussion and Presentation on the City of Brenham Police Department K-9 Program**

Sergeant Jimmy Ha presented this item. Ha explained that the Brenham Police Department wishes to reinstate the agency's K-9 program, a vital resource that significantly enhances public safety, officer efficiency, and community trust. Ha advised that the K-9 unit has played a crucial role in narcotics detection, apprehending suspects, conducting search and rescue operations, and fostering community engagement and that the absence of this program has resulted in significant gaps in our operational capabilities, limiting our ability to respond swiftly and safely to high-risk situations.

Ha explained that reactivating the K-9 program will not only strengthen law enforcement efforts but also promote positive relationships between the agency and the community through outreach and demonstrations; however, there are additional costs associated with training, equipment, veterinary care, and handler support. Ha stated that, therefore, the agency is actively seeking donations to help cover these expenses and ensure the program's long-term sustainability.

Councilmember LaRoche questioned why the K9 program ended. City Manager Carolyn Miller explained that the program was not reinstated because the dogs were aging out and leadership was transitioning.

## **9. Discussion and Presentation of Second Quarter FY2024-25 Financial Reports**

Chief Financial Officer Julie Flagg presented this item. Flagg stated the financial performance for the second quarter financial report ending March 31, 2025 is as follows:

- The General Fund posted new revenue of \$4,816,567.00 compared to the budgeted net revenue of \$3,256,383.00. In comparison, FY 2023-24 net revenue was \$4,063,104.00. Much of the general fund revenue is collected in the first quarter due to the timing of property tax payments. Expenditures are weighted more heavily to the third and fourth quarter for parks & rec, aquatics, and street repair.
- The Electric Distribution Fund posted net revenues of \$712,545.00 which was \$909,358.00 greater than the budgeted net loss of (\$196,813.00).
- The Water Fund posted net revenues of \$412,988.00 which was better than the budgeted net loss of (\$229,406.00). Timing of bond payments accounted for \$441,671.00 of additional net revenue. The budget included a principal payment on the 2025 bonds, but the debt service schedule has interest only due FY2024-25.
- The Wastewater Fund posted net revenues of \$108,433.00, which was \$35,708.00 greater than the budgeted net revenues of \$72,725.00. Timing of bond payments accounted for \$57,619.00 additional net revenue. The budget included a principal payment on the 2025 bonds, but the debt service schedule has interest only due in FY2024-25.
- The Sanitation Fund posted net revenues of \$247,343.00, which was favorable compared to the budgeted net revenues of \$237,997.00. The billing for operating expenditures is on a one (1) month lag, which results in net revenue for the first quarter of the year. This is a timing difference that will be offset in the fourth quarter.
- The Drainage Fund posted net revenues of \$191,031.00, which was better than budgeted net revenues of \$142,708.00. The current drainage projects under construction are grant funded and accounted for in Fund 137. No in house drainage projects have been started in FY 2024-25. The year-to-date expenditures from Fund 107 are for the normal maintenance performed by City staff.

## **10. Discussion and Presentation of Proposed City-Managed Fixed-Base Operator Rates and Charges for the Brenham Municipal Airport**

Interim Airport Manager Jim Halley presented this item. Halley stated that as the Sponsor for Brenham Municipal Airport, a federally obligated airport, the City of

Brenham is bound by 40 federal grant assurances. One of these – Grant Assurance 24, *Fee and Rental Structure* – requires airports to “maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport...”. Halley explained that to accomplish this, airports adopt rates and charges to set fair, reasonable, and nondiscriminatory fees for various services.

Halley explained that since beginning FBO operations in December of 2023, there are now numerous services the city must provide to aircraft operators. Halley stated that in order to set appropriate and fair rates and charges, Airport staff researched the various rates and charges for airports in our region, airports of the same classification as Brenham Municipal Airport, airports with similar operational profiles and service offerings, and airports from which we routinely receive transient visiting aircraft. Halley advised that the proposed FBO rates and charges are fair, equitable, nondiscriminatory, and comparable to other airports.

## **REGULAR SESSION**

### **7.c. Approve the Appointment of Wade Seidel to Fill a Vacancy on the Brenham Community Development Corporation Board, for an Unexpired Term to End on December 31, 2026 and Authorize the Mayor to Execute Any Necessary Documentation**

Mayor Kenjura and Mayor Pro Tem Kolby expressed great sadness due to the untimely passing of Bill Betts. They both commended Betts for his service to the Brenham community and spoke of his love for the City's parks and recreation program.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Saunders to approve the appointment of Wade Seidel to fill a vacancy on the Brenham Community Development Corporation Board, for an unexpired term to end on December 31, 2026 and authorize the Mayor to execute any necessary documentation.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

## **11. Discuss and Possibly Act Upon the Election of a Mayor Pro Tem by the City Council**

City Secretary/Director of Administrative Services Jeana Bellinger presented this item. Bellinger explained that in accordance with the City's Charter, after each regular election, the City Council must elect one of their members to serve as Mayor Pro Tem.

A nomination was made by Councilmember Saunders and seconded by Councilmember Wright to re-elect Councilmember Kolby as Mayor Pro Tem.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

## **12. Discuss and Possibly Act Upon Resolution No. R-25-018 Adopting an Airport Master Plan for the Brenham Municipal Airport**

Interim Airport Manager Jim Halley presented this item. Halley explained that the last Airport Master Plan was completed in 1986 and an update, the Airport Development Plan, was conducted in 2005. Halley advised that Airport plans/studies (Master Plans, Development and Layout Plans) are developed and used as long-range planning tools and guides to help regulate development, improvements, and operation of the Airport to meet current and future aviation demands and typically need to be reviewed and/or updated every 5-10 years.

The overall scope of the Master Plan includes the following components:

1. Inventory
2. Forecasts
3. Facility Requirements
4. Airport Alternatives
5. Development Concept and Capital Financial Plan
6. Environmental Considerations
7. Airport Layout Plan

Halley stated that the City Council adopted an Airport Master Plan Advisory Committee and the project began with the initial Committee meeting on June 2, 2022. Halley stated that a total of five Airport Master Plan Committee meetings were held, and two Public Workshops hosted at the airport..

Halley explained that during the Council meeting on August 29, 2023, the consultant for the project, Coffman Associates, presented an overview of the plan formation and the feedback received throughout the process and in September 2023, the City Council voted in favor of advancing the plan for review and approval by TxDOT Aviation and the Federal Aviation Administration. Halley advised that staff received approval on March 11, 2024. Halley stated that the Airport Master Plan document is now ready to be adopted by the City Council.

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve Resolution No. R-25-018 adopting an Airport Master Plan for the Brenham Municipal Airport.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

**13. Discuss and Possibly Act Upon Resolution No. R-25-019 Authorizing an Advance Funding Agreement for Local Government Maintenance of Railroad Crossing Approaches Between the City of Brenham and the Texas Department of Transportation (TXDOT) Associated with Maintenance for the Burlington Northern and Santa Fe Railway (BNSF) Railroad Crossing on Burleson Road**

Director of Public Works Director Dane Rau presented this item. Rau advised that the City of Brenham received notice from TXDOT that they will be working with BNSF to enhance the RR crossing at Burleson Rd and Lounge Rd which is technically in the State Highway 36 right-of-way. (under the bridge). Rau explained that with this advance funding agreement, the City will have no cost on the project but will be responsible for future pavement transitions, advance pavement markings, warning signs and routine tree trimming within our jurisdictional roadways that tie into this crossing with those being Lounge Rd and Burleson St.

A motion was made by Councilmember Cook and seconded by Mayor Pro Tem Kolby to approve Resolution No. R-25-019 authorizing an Advance Funding Agreement for Local Government Maintenance of Railroad Crossing Approaches between the City of Brenham and the Texas Department of Transportation (TXDOT) associated with maintenance for the Burlington Northern and Santa Fe Railway (BNSF) Railroad

Crossing on Burleson Road and authorize the Mayor to execute any necessary documentation.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

**14. Discuss and Possibly Act Upon the First Amendment to the Interlocal Agreement for Managing Entity by the Brazos Valley Council of Governments (BVCOG) for the Brazos Valley Wide Area Communications Systems (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation**

Fire Chief Mark Donovan presented this item. Donovan advised that the Brazos Valley Wide Area Communications System (BVWACS) was started in 2010 with the City of Brenham, Washington County, City of Bryan, City of College Station, Brazos County and Texas A&M University. Donovan advised that the BVWACS System is part of the Harris County Communication System and allows all of these entities to communicate, when needed, during emergency events. Donovan stated that since its inception in 2010, Madison, Grimes and Burleson Counties have been added to the BVWACS system.

Donovan stated that since 2010, the BVWACS Interlocal Agreement has been renewed three times - the most recent renewal was in October, 2023 for another 5-year term to expire on September 30, 2028. Donovan explained that this First Amendment will amend the ILA that was approved in 2023 to add Robertson County to the BVWACS system.

A motion was made by Councilmember LaRoche and seconded by Councilmember Saunders to approve the first amendment to the Interlocal Agreement for Managing Entity by the Brazos Valley Council of Governments (BVCOG) for the Brazos Valley Wide Area Communications Systems (BVWACS) and authorize the Mayor to execute any necessary documentation.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook,

Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

**15. Discuss and Possibly Act Upon the First Amendment to the Third Restatement of the Interlocal Agreement for the Construction, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communication System (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation**

Fire Chief Mark Donovan presented this item. Donovan explained that this is a companion to the previous BVWACS item. Donovan stated that the Third Restatement Agreement was also approved by City Council in October 2023. Donovan advised that the Restatement Agreements outline what each entity is responsible for in regards to equipment and/or services related to the BVWACS system.

Donovan explained that this First Amendment to the third restatement is for the addition of Robertson County into the BVWACS System. Donovan explained that this First Amendment outlines what equipment/services Robertson County will bring to the BVWACS system and what their role will be in the upkeep of that equipment and/or services.

A motion was made by Councilmember LaRoche and seconded by Councilmember Saunders to approve the First Amendment to the Third Restatement of the Interlocal Agreement for the Construction, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communication System (BVWACS) and authorize the Mayor to execute any necessary documentation.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

**16. Discuss and Possibly Act Upon Change Order No. 1 and Final Payment to Texas KB Utilities, LLC for Project No. 65C-56C Related to the 2023 Brenham Business Center Sanitary Sewer Extension and Authorize the Mayor to**

## **Execute Any Necessary Documentation**

Director of Municipal Gas & Utility Services Shawn Bolenbarr presented this item. Bolenbarr stated that in March 2024, City Council awarded Project #65C-56C (2023 Brenham Business Center Sanitary Sewer Extension), to Texas KB Utilities LLC for an amount not to exceed \$821,000.00.

Bolenbarr explained that in May 2025 the Public Utilities Department received Change Order No. 1 which is a deductive change order with net savings of \$8,890.00 due to a decrease in the cash allowance needed for material testing. Bolenbarr also advised that staff has also received the Final Pay Application (Pay App No. 4) in the amount of \$81,211.00.

Bolenbarr advised that Texas KB Utilities LLC has completed the project and it has been determined by Strand Associates and the City that the project is substantially complete. Both the City and Strand Associates conducted a final walk-through for the project and based on inspection, it have determined that all components have been installed correctly and are working properly.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to approve Change Order No. 1 and Final Payment to Texas KB Utilities, LLC for Project No. 65C-56C in the amount of \$81,211.00 related to the 2023 Brenham Business Center Sanitary Sewer Extension and authorize the Mayor to execute any necessary documentation.

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

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

**No:** None

**Absent:** None

## **17. Administrative/Elected Officials Report**

City Manager Carolyn Miller reported on the following:

- June 14th - Juneteenth Parade at 10:30 a.m.
- June 26th - Regular City Council Meeting

Council adjourned into Executive Session at 2:10 p.m.

## EXECUTIVE SESSION

### **18. Section 551.072, Texas Department Code - Deliberation Regarding Real Property - Discussion Regarding the Purchase, Exchange and/or Acquisition of Real Property for the City of Brenham Sanitary Sewer Improvements and Facilities**

Executive Session adjourned at 2:41 p.m.

## ADJOURN

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Atwood C. Kenjura  
Mayor

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Jeana Bellinger, TRMC, CMC  
City Secretary



## City Council Regular Meeting **AGENDA ITEM 4.b**

**Agenda Item:**        **Approve the Purchase of a Chevrolet Silverado 3500 Pickup Truck for the City of Brenham Water Construction Department from Lake Country Chevrolet Through The Interlocal Purchasing System (TIPS) Contract No. 240901 in the Amount of \$80,826.25 and Authorize the Mayor to Execute Any Necessary Documentation**

**Meeting Date:**       June 26, 2025

**Department:**        Maintenance

**Staff Contact:**       Stephen Draehn, Maintenance Supervisor

### **SUMMARY STATEMENT:**

The Water Construction Department is seeking Mayor and Council's approval to order one (1) 2025 Chevrolet Silverado 3500 Crew Cab Service Truck for fiscal year 2025 for day-to-day operations in the Water Construction Department. This truck will be replacing their current service truck currently in use by the Water Construction Department.

Staff obtained quotes for this vehicle from Silsbee Fleet Group on TIPS contract 24901 for Transportation Vehicles. The Interlocal Purchasing System (TIPS) is a National Cooperative Purchasing Program for use by member schools, colleges, universities, cities, counties, and other government entities in all 50 states as authorized by each entity's jurisdictional legal requirements.

The purchase will be with TIPS vendor 5426 - Lake Country Chevrolet. The purchase price for the 2025 Chevrolet Silverado 3500 Crew Cab Service Truck from Lake Country Chevrolet is \$80,826.25, which includes installation of the service body.

### **ATTACHMENTS:**

1. Lake Country Truck Quote

### **RECOMMENDATION:**

Approve the purchase of a Chevrolet Silverado 3500 Crew Cab Service Truck for the City of Brenham Water Construction Department from Lake Country Chevrolet through The Interlocal Purchasing System (TIPS) Contract No. 240901 in the amount of \$80,826.25 and authorize the Mayor to execute any necessary documentation.



## PRODUCT PRICING SUMMARY

**TIPS 240901 Transportation Vehicles**

**VENDOR- 5426 LAKE COUNTRY CHEVROLET, 2152 N. WHEELER STREET JASPER, TX 75951**

**End User:** CITY OF BRENHAM

**Prepared by:** SETH GAMBLIN

**Contact:** \_\_\_\_\_

**Phone:** 512.436.1313

**Email:** \_\_\_\_\_

**Email:** sgamblin.silsbeefleet@gmail.com

**Product Description:** CHEVRILET CAB/ CHASSIS 3500

**Date:** April 24, 2025

**A. Bid Item:** \_\_\_\_\_

**A. Base Price:** \$ 48,909.00

**B. Factory Options**

| Code                                  | Description                  | Bid Price   | Code | Description                                | Bid Price                                                                |
|---------------------------------------|------------------------------|-------------|------|--------------------------------------------|--------------------------------------------------------------------------|
| CK31043                               | 2025 SILVERADO 3500 CREW CAB | \$ -        | Z82  | TRAILERING PACKAGE                         | INC                                                                      |
| G9Y                                   | 4WD DRW 60CA                 | \$ 2,175.00 |      |                                            |                                                                          |
| LP5                                   | 6.6L V8 TURBO DIESEL ENGINE  | \$ 9,890.00 |      |                                            |                                                                          |
| MGM                                   | 10 SPEED AUTOMATIC TRANS     | \$ -        |      |                                            |                                                                          |
|                                       | POWER WINDOWS / LOCKS        | \$ -        | 5N5  | REAR CAMERA KIT                            | \$ 105.00                                                                |
| PCV                                   | WT CONV PACKAGE              | \$ 1,010.00 | 9L7  | UPFITTER SWITCHES                          | \$ 150.00                                                                |
|                                       | inc. POWER MIRRORS, KEYLESS  |             |      |                                            |                                                                          |
|                                       | ENTRY, CRUISE                |             |      | Tires, LT235/80R17E all-terrain, blackwall |                                                                          |
|                                       |                              |             |      | Wheels, 17" (43.2 cm) painted steel        |                                                                          |
| <b>Total of B. Published Options:</b> |                              |             |      |                                            | <span style="border: 1px solid black; padding: 2px;">\$ 13,330.00</span> |

**Published Option Discount (5%)** \$ (210.75)

**C. Options**

**\$= 28.9 %**

| Description                             | Bid Price    | Options             | Bid Price                                                                |
|-----------------------------------------|--------------|---------------------|--------------------------------------------------------------------------|
|                                         |              | EXTERIOR- WHITE     |                                                                          |
|                                         |              | INTERIOR- HG2 VINYL |                                                                          |
| TRUX SERVICE BODY QUOTE 2865 60 CA      | \$ 18,010.50 |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
| <b>Total of C. Unpublished Options:</b> |              |                     | <span style="border: 1px solid black; padding: 2px;">\$ 18,010.50</span> |

**D. Floor Plan Interest (for in-stock and/or equipped vehicles):**

\$ -

**E. Lot Insurance (for in-stock and/or equipped vehicles):**

\$ 350.00

**F. Contract Price Adjustment:** \_\_\_\_\_

**G. Additional Delivery Charge:** 250 miles

\$ 437.50

**H. Subtotal:**

\$ 80,826.25

**I. Quantity Ordered** 1 x H =

\$ 80,826.25

**J. Trade in:** \_\_\_\_\_

\$ -

**K. Total Purchase Price**

\$ 80,826.25



## City Council Regular Meeting **AGENDA ITEM 4.c**

**Agenda Item:**        **Approve the Purchase of a Chevrolet Silverado 3500 Pickup Truck for the City of Brenham Wastewater Construction Department from Lake Country Chevrolet Through The Interlocal Purchasing System (TIPS) Contract No. 240901 in the Amount of \$111,105.25 and Authorize the Mayor to Execute Any Necessary Documentation**

**Meeting Date:**       June 26, 2025

**Department:**        Maintenance

**Staff Contact:**       Stephen Draehn, Maintenance Supervisor

### **SUMMARY STATEMENT:**

The Wastewater Construction Department is seeking Mayor and Council's approval to order one (1) 2025 Chevrolet Silverado 3500 Crew Cab Service Truck with a Crane Body for fiscal year 2025 for day-to-day operations in the Water Construction Department. This truck will be replacing their current service truck currently in use by the Wastewater Construction Department.

Staff obtained quotes for this vehicle from Silsbee Fleet Group on TIPS contract 24901 for Transportation Vehicles. The Interlocal Purchasing System (TIPS) is a National Cooperative Purchasing Program for use by member schools, colleges, universities, cities, counties, and other government entities in all 50 states as authorized by each entity's jurisdictional legal requirements.

The purchase will be with TIPS vendor 5426 - Lake Country Chevrolet. The purchase price for the 2025 Chevrolet Silverado 3500 Crew Cab Service Truck with a Crane Body from Lake Country Chevrolet is \$111,105.25, which includes installation of the service and crane body.

### **ATTACHMENTS:**

1. Lake Country Truck Quote

### **RECOMMENDATION:**

Approve the purchase of a Chevrolet Silverado 3500 Crew Cab Service Truck with a Crane Body for the City of Brenham Water Construction Department from Lake Country Chevrolet through The Interlocal Purchasing System (TIPS) Contract No. 240901 in the amount of \$111,105.25 and authorize the Mayor to execute any necessary documentation.



## PRODUCT PRICING SUMMARY

**TIPS 240901 Transportation Vehicles**

**VENDOR- 5426 LAKE COUNTRY CHEVROLET, 2152 N. WHEELER STREET JASPER, TX 75951**

**End User:** CITY OF BRENHAM CRANE

**Prepared by:** SETH GAMBLIN

**Contact:** \_\_\_\_\_

**Phone:** 512.436.1313

**Email:** \_\_\_\_\_

**Email:** sgamblin.silsbeefleet@gmail.com

**Product Description:** CHEVRILET CAB/ CHASSIS 3500

**Date:** April 8, 2025

**A. Bid Item:** \_\_\_\_\_

**A. Base Price:** \$ 48,909.00

**B. Factory Options**

| Code                                  | Description                  | Bid Price   | Code | Description                                | Bid Price                                                                |
|---------------------------------------|------------------------------|-------------|------|--------------------------------------------|--------------------------------------------------------------------------|
| CK31043                               | 2025 SILVERADO 3500 CREW CAB | \$ -        | Z82  | TRAILERING PACKAGE                         | INC                                                                      |
| G9Y                                   | 4WD DRW 60CA                 | \$ 2,175.00 |      |                                            |                                                                          |
| LP5                                   | 6.6L V8 TURBO DIESEL ENGINE  | \$ 9,890.00 |      |                                            |                                                                          |
| MGM                                   | 10 SPEED AUTOMATIC TRANS     | \$ -        |      |                                            |                                                                          |
|                                       | POWER WINDOWS / LOCKS        | \$ -        | 5N5  | REAR CAMERA KIT                            | \$ 105.00                                                                |
| PCV                                   | WT CONV PACKAGE              | \$ 1,010.00 | 9L7  | UPFITTER SWITCHES                          | \$ 150.00                                                                |
|                                       | inc. POWER MIRRORS, KEYLESS  |             |      |                                            |                                                                          |
|                                       | ENTRY, CRUISE                |             |      | Tires, LT235/80R17E all-terrain, blackwall |                                                                          |
|                                       |                              |             |      | Wheels, 17" (43.2 cm) painted steel        |                                                                          |
| <b>Total of B. Published Options:</b> |                              |             |      |                                            | <span style="border: 1px solid black; padding: 2px;">\$ 13,330.00</span> |

**Published Option Discount (5%)** \$ (210.75)

**C. Options**

**\$= 77.6 %**

| Description                             | Bid Price    | Options             | Bid Price                                                                |
|-----------------------------------------|--------------|---------------------|--------------------------------------------------------------------------|
|                                         |              | EXTERIOR- WHITE     |                                                                          |
|                                         |              | INTERIOR- HG2 VINYL |                                                                          |
| TRUX SERVICE BODY QUOTE 2865 60 CA      | \$ 48,289.50 |                     |                                                                          |
| CRANE BODY                              |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
|                                         |              |                     |                                                                          |
| <b>Total of C. Unpublished Options:</b> |              |                     | <span style="border: 1px solid black; padding: 2px;">\$ 48,289.50</span> |

**D. Floor Plan Interest (for in-stock and/or equipped vehicles):**

\$ -

**E. Lot Insurance (for in-stock and/or equipped vehicles):**

\$ 350.00

**F. Contract Price Adjustment:** \_\_\_\_\_

**G. Additional Delivery Charge:** 250 miles

\$ 437.50

**H. Subtotal:**

\$ 111,105.25

**I. Quantity Ordered** 1 x H =

\$ 111,105.25

**J. Trade in:** \_\_\_\_\_

\$ -

**K. Total Purchase Price**

\$ 111,105.25



## City Council Regular Meeting **AGENDA ITEM 5**

**Agenda Item:** Discuss and Possibly Act Upon Resolution R-25-018 Adopting A Fee Schedule for the Production of Records Under the Public Information Act

**Meeting Date:** June 26, 2025

**Department:** Administration

**Staff Contact:** Karen Stack, Legal & Legislative Services Manager

### **SUMMARY STATEMENT:**

The Texas Public Information Act (PIA) allows citizens to access most records held by the City of Brenham. The Attorney General's Office monitors local governments to ensure compliance with the PIA. In addition, the AG sets maximum costs that citizens may be charged for copies or access to records.

The City has previously charged only for voluminous requests. However, in the last five years, the number of requests received by the City has almost doubled. The most notable increase is in the number of videos requested. Videos are the most time-consuming type of record to produce, as they must be viewed in full and usually edited for release. We are also noting an increased number of requests made for commercial or litigation purposes. The increase has necessitated the assistance of a part-time employee to help with record production.

The City Secretary's Office has determined that it is necessary and appropriate for the City to begin charging allowed costs for all requests in order to recoup some of the taxpayer expenses associated with record production. These revenues will also help to offset the purchase of specialized software to help us manage the increased volume of requests. This item is a Resolution formally adopting the charges set by the Attorney General's Office.

### **ATTACHMENTS:**

1. R-25-018 - Adopting PIA Cost
2. Exhibit A Cost of Copies

### **RECOMMENDATION:**

Approve Resolution No. R-25-018 adopting a Fee Schedule for the Production of Records under the Public Information Act.

**RESOLUTION NO. R-25-018**

**A RESOLUTUION OF THE CITY OF BRENHAM, TEXAS ADOPTING A FEE SCHEDULE FOR THE COST OF COPIES AND ACCESS TO THE CITY OF BRENHAM'S RECORDS UNDER THE TEXAS PUBLIC INFORMATION ACT**

**WHEREAS**, Chapter 552 of the Texas Government Code ("Public Information Act"), allows citizens to access records held by the City of Brenham; and

**WHEREAS**, The Public Information Act allows the Texas Attorney General to establish costs for production of such records; and

**WHEREAS**, the costs established by the Texas Attorney General are codified in Texas Administrative Code Sections 70.1 through 70.13,

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

The City Council hereby adopts the Public Information costs established by the Texas Attorney General, and as they may be amended in the future, attached hereto as Exhibit A.

**PASSED and APPROVED** on the 26<sup>th</sup> day of June 2025.

---

Atwood C. Kenjura  
Mayor

**ATTEST:**

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Jeana Bellinger, TRMC, CMC  
City Secretary

# Exhibit A

## Cost of Copies & Access

The charges for public information are set by the Texas Attorney General's Office. See Texas Administrative Code Sections 70.1 – 70.13 for details.

|                                                                                             |                                                                                                                      |
|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>Accident Reports</b>                                                                     | \$6.00 each                                                                                                          |
| <b>Standard Paper Copy: 8.5" x 11"</b>                                                      | \$0.10 per page                                                                                                      |
| <b>Non-Standard or Digital Copies</b>                                                       |                                                                                                                      |
| a) CD-R or CD-RW                                                                            | \$1.00 each                                                                                                          |
| b) DVD-R                                                                                    | \$3.00 each                                                                                                          |
| c) 11" x 17 " Paper copies                                                                  | \$0.50 per page                                                                                                      |
| d) 16 or 32 GB USB Drive                                                                    | Actual Cost                                                                                                          |
| e) All other media (mylar, blueprint, data cartridge, cassette, etc.)                       | Actual Cost                                                                                                          |
| <b>Personnel Charge</b>                                                                     |                                                                                                                      |
| a) Programming Personnel                                                                    | \$28.50 per hour                                                                                                     |
| b) Other Personnel                                                                          | \$15.00 per hour                                                                                                     |
| c) Personnel charges in excess of 36 hours for the same requestor in any single fiscal year | Actual hourly cost of labor. Rate is calculated using salary plus benefits of the employee(s) fulfilling the request |
| d) Overhead Charge                                                                          | 20% of personnel charge                                                                                              |

|                                                                           |                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Remote Document Retrieval Charge</b>                                   | Actual Cost                                                                                                                                                                                                                                         |
| <b>Miscellaneous Supplies</b>                                             | Actual Cost                                                                                                                                                                                                                                         |
| <b>Postage and Shipping</b>                                               | Actual Cost (no charge for email delivery)                                                                                                                                                                                                          |
| <b>Fax Charge (if records must be printed in order to fax)</b>            | \$0.10 per page                                                                                                                                                                                                                                     |
| <b>Dash Camera and In-Car Camera Video</b>                                | \$15.00 per hour which includes the actual time to locate, compile, and redact video                                                                                                                                                                |
| <b>Body Worn Camera Video</b>                                             | \$10.00 per recording. An additional fee of \$1.00 per full minute of body worn camera video or auto applies if <u>identical</u> information has not already been obtained by a member of the public in response to a request for that information. |
| <b>All other allowed costs necessary to produce requested information</b> | Actual Cost                                                                                                                                                                                                                                         |

Note: Payment is due at the time records are produced. If estimated costs exceed \$40.00, you will receive a formal written estimate. If estimated costs exceed \$100, the City may require a bond, prepayment, or deposit before beginning work.

Fee waivers will be considered for good cause. Please request the waiver at the time of your records request. Decisions will be made by the City Secretary on a case-by-case basis.

Please contact the City Secretary's Office for any questions about costs, at 979-337-7567, or [jbellingercityofbrenham.org](mailto:jbellingercityofbrenham.org). Questions and complaints can also be directed to the Office of the Texas Attorney General's Open Government Hotline, 877-OPEN-TEX (673-6839).



## City Council Regular Meeting **AGENDA ITEM 6**

**Agenda Item:**        **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Rate Tariff Schedules for the City of Brenham Water Utility Services and Authorize the Mayor to Execute Any Necessary Documentation**

**Meeting Date:**        June 26, 2025

**Department:**        Public Utilities

**Staff Contact:**        William Bisette, General Manager of Public Utilities

### **SUMMARY STATEMENT:**

This matter is being returned to Council due to an oversight in the original rate calculation. A review has identified an error in Rate Schedule W-I (Yard Sprinkler System Service – Urban) requiring correction and reconsideration to ensure accuracy. Rate Schedule W-I is the rate that all commercial and industrial customers receiving water service through a permanent meter installation, which serves only a yard sprinkler system are charged.

In November 2024, the City hired NewGen Strategies & Solutions to update the City's water rates. The study was needed in order to:

- Determine if existing cost allocations among customer classes still applied or if adjustments needed to be made; and
- Ensure rates were sufficient for covering new debt issuance needed to finance Water Plant Expansion and Groundwater Wells Projects.

Results and recommendations from NewGen's Water Rate Analysis were presented in the March 20th Work Session with no change from the previous year recommendation. Staff is proposing the second of three annual water rate increases to recover higher costs largely driven by the planned addition of new debt for the Water Plant Expansion and Groundwater Wells Projects.

Incorporated into these water rate increases is a change in the Residential, Commercial, Irrigation, Fire Hydrant, and Fire Line Water Rate Class's that would take affect in May 2025. The 2025 study completed by New Gen Strategies and Solutions identified the first changes recommended in 2024 were still in line with the needed funding to cover the new debt for the Water Plant Expansion and Groundwater Wells Project.

### **ATTACHMENTS:**

1. Water Tariff Amendment Redlined
2. Ordinance-Water Rate Increase Tariff
3. Water Tariff Amendment

**RECOMMENDATION:**

Approve an Ordinance on its first reading amending the rate tariff schedules for the City of Brenham water utility services and authorize the Mayor to execute any necessary documentation.

**CITY OF BRENHAM**  
200 WEST VULCAN STREET P. O. BOX 1059  
BRENHAM, WASHINGTON COUNTY, TEXAS 77834-1059

|                      |                                                                     |           |
|----------------------|---------------------------------------------------------------------|-----------|
| ALL SERVICES         | 600                                                                 | 642       |
| TARIFF               | SECTION NO.                                                         | SHEET NO. |
| WATER RATE SCHEDULES | May 1, 2025-July 3, 2025                                            |           |
| SECTION TITLE        | EFFECTIVE DATE                                                      |           |
|                      | (Supersedes Rate Change effective <del>4/1/2024-May 1, 2025</del> ) |           |

**YARD SPRINKLER SYSTEM SERVICE – URBAN**

**RATE SCHEDULE W-I**

**APPLICABILITY**

This rate is applicable to all commercial and industrial customers receiving water service through a permanent meter installation, which serves only a yard sprinkler system.

**AVAILABILITY**

This rate is available to all customers located inside the corporate limits of the City of Brenham, Texas.

**RATES**

|                         |                                                |
|-------------------------|------------------------------------------------|
| 0 – 10,000 gallons      | <del>\$9.05</del> <u>7.87</u> /1,000 gallons   |
| 10,001 – 25,000 gallons | <del>\$11.31</del> <u>9.84</u> /1,000 gallons  |
| 25,001 and above        | <del>\$14.16</del> <u>12.32</u> /1,000 gallons |

**MINIMUM CHARGES**

No minimum monthly bill

**TERMS OF PAYMENT**

All rates specified herein are net, and the gross rates for delinquent payments are ten percent (10%) higher. Each bill for service is due within fifteen (15) days after issuance unless such day falls on a holiday or weekend, in which case payment is due on the next workday. If full payment is not received at the City's offices or other approved payment location on or before the due date, all of the customer's utility services will be considered delinquent and subject to disconnection.

**CHARACTER OF SERVICE**

Water supplied under this rate is normally treated surface water approved for public water supply by the Texas Commission on Environmental Quality.

**CITY OF BRENHAM**  
200 WEST VULCAN STREET P. O. BOX 1059  
BRENHAM, WASHINGTON COUNTY, TEXAS 77834-1059

|                      |                                                                            |           |
|----------------------|----------------------------------------------------------------------------|-----------|
| ALL SERVICES         | 600                                                                        | 643       |
| TARIFF               | SECTION NO.                                                                | SHEET NO. |
| WATER RATE SCHEDULES | May 1, 2025- July 3, 2025                                                  |           |
| SECTION TITLE        | EFFECTIVE DATE                                                             |           |
|                      | (Supersedes Rate Change effective <del>4/1/2024</del> <u>May 1, 2025</u> ) |           |

**SPECIAL CONDITIONS OF SERVICE**

1. Service rendered under this schedule is subject to the City's Rules and Regulations in effect from time to time.
2. Bills will be adjusted by the proportionate part of any tax or charge levied or assessed against the City or upon its water business as a result of any new or amended laws becoming effective after the effective date of this rate schedule.
3. Service will be rendered under this schedule when the City has facilities immediately adjacent to the customer's premises. If a main line extension is required to provide service to the customer, the customer's cost of the line extension will be determined in accordance with the City's extension policy in effect at the time of the extension.
4. If the installation of a service tap and meter is necessary to provide the customer with service, the cost of such installation is the responsibility of the customer.
5. The customer will be billed for metered water when City personnel find the water meter on.
6. Abnormally high water bills caused when a customer has a water leak (break in line, leaking commode, etc) will be adjusted a maximum of \$150 for a maximum of two billing periods. A customer whose current water bill is abnormally high because of a water leak must bring or mail a receipt to the Utility Billing Department showing that the problem has been fixed or a written and signed statement from the customer if the customer repaired the problem himself. Utility Billing will require the completion of one additional full billing cycle in order to be certain that the problem has been fixed. If the customer's water bill returns to normal, they will be credited for one-half of the water that leaked for a total maximum adjustment of \$150. If necessary, this adjustment/credit may be made for a maximum of two billing periods if the customer experienced an abnormally high water bill for more than one billing period.
7. Minimum water bills will be assessed based on the number of electric meters. Apartments will be billed one minimum for each rental unit on the premises.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE WATER RATE TARIFF SCHEDULES FOR WATER SERVICES FOR THE CITY OF BRENHAM, TEXAS; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE:**

**WHEREAS**, the City Council for the City of Brenham, Texas ("City Council") deems it necessary to change the rates charged for water distribution services to its customers in order to provide for conditions of utility service which promote health, safety, and welfare of the citizens of Brenham, Texas.

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

**SECTION I**

The City Council of the City of Brenham, Texas does hereby adopt the Water Rate Schedules for water services set forth in the attached Exhibit "A" is made a part hereof for all purposes pertinent, to be effective with utility billing occurring on or after July 3, 2025.

**SECTION II**

This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas. The implementation of rates as forth herein and on the attached Exhibit "A" shall be effective with utility billing occurring on and after July 3, 2025.

**PASSED AND APPROVED**, on its first reading this the \_\_\_\_ day of June 2025.

**PASSED AND APPROVED**, on its second reading this the \_\_\_\_ day of July 2025.

\_\_\_\_\_  
Atwood C. Kenjura  
Mayor

**ATTEST:**

\_\_\_\_\_  
Jeana Bellinger, TRMC, CMC  
City Secretary

**CITY OF BRENHAM**  
200 WEST VULCAN STREET P. O. BOX 1059  
BRENHAM, WASHINGTON COUNTY, TEXAS 77834-1059

|                      |                                               |           |
|----------------------|-----------------------------------------------|-----------|
| ALL SERVICES         | 600                                           | 642       |
| TARIFF               | SECTION NO.                                   | SHEET NO. |
| WATER RATE SCHEDULES | July 3, 2025                                  |           |
| SECTION TITLE        | EFFECTIVE DATE                                |           |
|                      | (Supersedes Rate Change effective-May1, 2025) |           |

**YARD SPRINKER SYSTEM SERVICE – URBAN**

**RATE SCHEDULE W-I**

**APPLICABILITY**

This rate is applicable to all commercial and industrial customers receiving water service through a permanent meter installation, which serves only a yard sprinkler system.

**AVAILABILITY**

This rate is available to all customers located inside the corporate limits of the City of Brenham, Texas.

**RATES**

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| 0 – 10,000 gallons      | \$7.87/1,000 gallons  |
| 10,001 – 25,000 gallons | \$9.84/1,000 gallons  |
| 25,001 and above        | \$12.32/1,000 gallons |

**MINIMUM CHARGES**

No minimum monthly bill

**TERMS OF PAYMENT**

All rates specified herein are net, and the gross rates for delinquent payments are ten percent (10%) higher. Each bill for service is due within fifteen (15) days after issuance unless such day falls on a holiday or weekend, in which case payment is due on the next workday. If full payment is not received at the City's offices or other approved payment location on or before the due date, all of the customer's utility services will be considered delinquent and subject to disconnection.

**CHARACTER OF SERVICE**

Water supplied under this rate is normally treated surface water approved for public water supply by the Texas Commission on Environmental Quality.

**CITY OF BRENHAM**  
200 WEST VULCAN STREET P. O. BOX 1059  
BRENHAM, WASHINGTON COUNTY, TEXAS 77834-1059

|                      |                                                 |           |
|----------------------|-------------------------------------------------|-----------|
| ALL SERVICES         | 600                                             | 643       |
| TARIFF               | SECTION NO.                                     | SHEET NO. |
| WATER RATE SCHEDULES | July 3, 2025                                    |           |
| SECTION TITLE        | EFFECTIVE DATE                                  |           |
|                      | (Supersedes Rate Change effective -May 1, 2025) |           |

**SPECIAL CONDITIONS OF SERVICE**

1. Service rendered under this schedule is subject to the City's Rules and Regulations in effect from time to time.
2. Bills will be adjusted by the proportionate part of any tax or charge levied or assessed against the City or upon its water business as a result of any new or amended laws becoming effective after the effective date of this rate schedule.
3. Service will be rendered under this schedule when the City has facilities immediately adjacent to the customer's premises. If a main line extension is required to provide service to the customer, the customer's cost of the line extension will be determined in accordance with the City's extension policy in effect at the time of the extension.
4. If the installation of a service tap and meter is necessary to provide the customer with service, the cost of such installation is the responsibility of the customer.
5. The customer will be billed for metered water when City personnel find the water meter on.
6. Abnormally high water bills caused when a customer has a water leak (break in line, leaking commode, etc) will be adjusted a maximum of \$150 for a maximum of two billing periods. A customer whose current water bill is abnormally high because of a water leak must bring or mail a receipt to the Utility Billing Department showing that the problem has been fixed or a written and signed statement from the customer if the customer repaired the problem himself. Utility Billing will require the completion of one additional full billing cycle in order to be certain that the problem has been fixed. If the customer's water bill returns to normal, they will be credited for one-half of the water that leaked for a total maximum adjustment of \$150. If necessary, this adjustment/credit may be made for a maximum of two billing periods if the customer experienced an abnormally high water bill for more than one billing period.
7. Minimum water bills will be assessed based on the number of electric meters. Apartments will be billed one minimum for each rental unit on the premises.



City Council Regular Meeting  
**AGENDA ITEM 8**

**Agenda Item:**        **Section 551.071, Texas Government Code - Consultation with Attorney - Consultation with City Attorney Concerning the Brenham Municipal Airport, Its Operations and Services, and Associated Matters**

**Meeting Date:**        June 26, 2025

**Department:**        Administration

**Staff Contact:**        Carolyn Miller, City Manager

**SUMMARY STATEMENT:**

To be discussed in Executive Session.

**ATTACHMENTS:**

None

**RECOMMENDATION:**

No action - Executive Session discussion only.