

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

Atwood C. Kenjura

Mayor

Jeana Bellinger, TRMC, CMC

City Secretary

