

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on Thursday, July 17, 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
Councilmember Leah Cook
Councilmember Paul LaRoche
Councilmember Adonna Saunders
Councilmember Albert Wright
Councilmember Steve Soman

Members Absent:

Mayor Pro Tem Clint Kolby

City of Brenham Staff Present:

City Manager Carolyn Miller, City Attorney Cary Bovey, 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, Assistant Fire Chief David Cella, Interim Police Chief David Gott, Economic & Community Development Director Teresa Rosales, Robin Hutchens, Kyle Branham, Shauna Laauwe, Ashley Burns, Andrea Guerra, Stephen Draehn, JoAnne Hynes, Jason Derrick, Pamela Simonton, Jim Halley, Richard O'Malley, Megan Gray, Kevin Boggus, Kelvin Raven, Tammy Jaster, Kelsey Toy, Larry Moreno, and Caroline Nowicki.

Citizens/Others Present:

Tieman Dippel, III, Scott Robertson, Barbara Archer, Lyne VanEma, and Staxton Scott.

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 - City Attorney Cary Bovey**
- 3. Special Recognitions**
 - ◆ **Andrea Guerra - American Legion Officer of the Year**

- ◆ **Stephen Draehn - American Legion Firefighter of the Year**
 - ◆ **Robin Hutchens - Texas Registered Municipal Clerk (TRMC) Certification**
- 4. The Banner Press 2025 Rising Stars 20 Under 40**
- ◆ **Stephanie Doland - Development Services**
 - ◆ **Megan Gray - Animal Services**
 - ◆ **Kelsey Toy - Blue Bell Aquatic Center**
- 5. Proclamations**
- ◆ **National Parks and Recreation Month**
- 6. Citizen Comments**

Scott Robertson addressed the Council stating he was interested in volunteering his time to make the Airport better. Robertson explained that he was a Captain with United Airlines and would like see the Airport Advisory Board reinstated among other things.

Barbara Archer addressed the Council stating that the City of Brenham needs to look at public transportation for its citizens, stating it is a need she is currently being asked to provide by several people with disabilities or the elderly.

CONSENT AGENDA

- 7. Statutory Consent Agenda**
- 7.a. Approve the Minutes from the June 26, 2025 and July 3, 2025 Regular City Council Meetings**
 - 7.b. Approve Ordinance No. O-25-009 on Its Second Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Lizeth Andrade and Jorge Mendez Vite for the Property Located at 1306 Ewing Street, to Allow an Accessory Dwelling Unit (ADU) Use in an R-1 Single-Family Residential Zoning District on Approximately 0.33 Acres of Land Addressed as 1306 Ewing Street, Being Further Described as Washington Terrace, Block 16, Lot PT 3, All 5 & 7, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0008)**
 - 7.c. Approve Ordinance No. O-25-010 on Its Second Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of**

Brenham Granting a Specific Use Permit to Korbin Scott for the Property Located at 1604 Eldon Street, to Allow an Accessory Dwelling Unit (ADU) Use in an R-1 Single-Family Residential Zoning District on Approximately 0.24 Acres of Land Addressed as 1604 Eldon Street, Being Further Described as Meadow Park Sec II, Lot 23, in Brenham, Washington County, Texas (Case Number SPCUSE-25-0006)

- 7.d. Approve the Ratification of the Acceptance of Grant Funds, In the Amount of \$82,000.00, From the Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) and American Rescue Plan Act (ARPA) as Administered Through the Texas Department of Transportation Aviation Division and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve Consent Agenda Items 7.a. through 7.d. as presented.

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

Yes: Mayor Kenjura, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

No: None

Absent: Mayor Pro Tem Kolby

REGULAR SESSION

- 8. Discuss and Possibly Act Upon Resolution No. R-25-019 Adopting Rates and Charges for the City-Managed Fixed Base Operator at the Brenham Municipal Airport**

Interim Airport Manager Jim Halley presented this item. Halley explained that as the Sponsor for Brenham Municipal Airport, a federally obligated airport, the City of Brenham is bound by 40 federal grant assurances. Halley advised that 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 in order to set appropriate 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 stated that the proposed FBO rates and charges are fair, equitable, nondiscriminatory, and comparable to other airports.

A motion was made by Councilmember Saunders and seconded by Councilmember Soman to approve Resolution No. R-25-019 adopting rates and charges for the City-managed Fixed Base Operator at the Brenham Municipal Airport.

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

Yes: Mayor Kenjura, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

No: None

Absent: Mayor Pro Tem Kolby

9. Discuss and Possibly Act Upon RFP No. 25-011 Related to the Award of a Bank Depository Services Contract and Authorize the Mayor to Execute Any Necessary Documentation

Chief Financial Officer Julie Flagg presented this item. Flagg advised that in accordance with the City Charter and state law, the City is required to select a depository bank every 5 years. Flagg explained that the City's current depository services agreement with Bank of Brenham expires on August 31, 2025. Flagg explained that in May, staff reached out to the seven banks with branch locations in Brenham notifying them that the City would be seeking Request for Proposals for bank depository services. Flagg explained that notification of the RFP was also published in the newspaper and on the City website. Flagg advised that of the seven banks contacted, five requested a RFP be sent to them on the release date. Flagg advised that at the response deadline, two of the five banks declined to bid and three RFPs were returned.

A motion was made by Councilmember Cook and seconded by Councilmember Saunders to award RFP No. 25-011 for Bank Depository Services Contract to Brenham National Bank for a period to begin September 1, 2025 and extend through August 31, 2030 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, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright, Councilmember Soman

No: None

Absent: Mayor Pro Tem Kolby

10. Administrative/Elected Officials Report

City Manager Carolyn Miller reported on the following:

- July 19th - Warbird Expo at the Airport
- July 19th - Summer Showcase
- July 19th - Hot Nights and Cool Tunes
- July 21st - Budget Workshop
- July 23rd - State of the Community at Blinn
- August 7th - TIRZ Board Meeting
- August 7th - Regular City Council Meeting

ADJOURN

Atwood C. Kenjura

Mayor

Jeana Bellinger, TRMC, CMC

City Secretary

