

Brenham City Council Minutes

A Regular Meeting of the Brenham City Council was held on Thursday, November 13, 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 Steve Soman
Councilmember Albert Wright

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 Bissette, Director of Gas and Utilities Shawn Bolenbarr, Director of Water and Wastewater Jerry Saldivar, 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, Police Chief Gary Boshears, Development Services Director Stephanie Doland, Economic & Community Development Director Teresa Rosales, Gabriela Trejo, Kyle Branham, Megan Gray, Morgan Patton, Racheal Chaney, Jane Goehring, Betty Johnson, James Schulte, Elantra Walton, Emma Uhlman, Kevin Schmidt, David Cella, Kelvin Raven, Steven Eilert, Stephen Draehn, Shauna Laauwe, Kim Hodde, Leigh Linden, and Christine Simisch

Citizens/Others Present:

David Porter, Jonathan Porter, John Powell, Danielle Smith, Tony Grahmana, Lisa Smith, Larry LaZere and Trish Byer

Media Present:

Jason May, Brenham Banner Press, and Josh Blaschke, KWHI

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

3. Special Introduction - Brenham Police Officer NaVone Gurley

4. Special Recognitions:

- **Brenham Animal Services - Designation as a No-Kill Shelter by Best Friends Animal Society**
- **Development Services - 2025 Richard R. Lillie, FAICP Planning Excellence Program Award**

5. Special Presentation by the City of Brenham Community Services Grant Recipient, Mt. Olive Church

6. Citizen Comments

Danielle Smith addressed the City Council about concerns related to the Blinn College Sports Complex being built in Timber Oaks Subdivision. Ms. Smith explained that she has reached out to Blinn College but has not received a response back. Ms. Smith stated that the residents of Timber Oaks are concerned about the traffic the sports complex will bring to their neighborhood, there only being one way in and one way out (which is a residential street) if there is an emergency at the complex, and what affect the increased traffic will have on their residential streets.

John Powell addressed the City Council about concerns related to the Blinn College Sports Complex being built in Timber Oaks Subdivision. Mr. Powell expressed concerns about increased traffic, safety for the residents living in Timber Oaks, students and other Sports Complex visitors parking along Oak Tree Crossing, and the current condition of Old Mill Creek Road not being able to handle the increased traffic.

CONSENT AGENDA

7. Statutory Consent Agenda

- 7.a. Approve the Minutes from the October 2, 2025 and October 16, 2025 Regular City Council Meetings**
- 7.b. Approve the City of Brenham 2026 City Holiday Calendar and Authorize the Mayor to Execute any Necessary Documentation**
- 7.c. Approve a Service Agreement Between the City of Brenham and J&A Roofing, in the Amount of \$80,080.00, Related to the Barnhill Center Roof Repair and Authorize the Mayor to Execute Any Necessary Documentation**
- 7.d. Approve an Addendum to and Modification of the Lease Agreement Between the City of Brenham and Washington County Related to**

Property Located at 301 N. Baylor Street, in Brenham, Washington County, Texas and Authorize the Mayor to Execute Any Necessary Documentation

- 7.e. Approve the Ratification of the Use of Seizure Funds by the City of Brenham Police Department for Interstate Prisoner Extradition by Lone Star Prisoner Transport, Inc., in the Amount of \$2,500.00 and Authorize the Mayor to Execute Any Necessary Documentation**
- 7.f. Approve the Purchase of a 2025 Smooth Drum VIB Compactor for the City of Brenham Street Department from Mustang CAT Through Sourcewell Purchasing Cooperative Contract No. 011723-CAT, In the Amount of \$142,965.00, and Authorize the Mayor to Execute Any Necessary Documentation**
- 7.g. Approve Resolution No. R-25-031 Authorizing the Execution of an Agreement Between the City of Brenham and the Texas Department of Transportation for the Temporary Closure of the State Right-of-Way in Connection with the 2025 Downtown Christmas Stroll and Lighted Parade to Be Held on December 6, 2025**
- 7.h. Approve a Multi-Year Subscription Agreement Between the City of Brenham and Progress Software Corporation Related to Network Monitoring Software, In the Amount of \$11,776.44 and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember LaRoche and seconded by Councilmember Cook to approve Consent Agenda Items 7.a. through 7.h.

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 Soman, Councilmember Wright

No: None

Absent: None

WORK SESSION

8. Discussion and Presentation on the City of Brenham's Life Safety Grant Program for Downtown Property Owners

Stephanie Doland, Director of Development Services, presented this item. Doland stated that the Downtown Life Safety Grant Program will enable the repair and

use of non-conforming buildings, encourage private investment in commercial uses and multi-family housing, and promote economic development and commercial activity in Downtown Brenham. Doland explained that the grant will allow eligible projects to be reimbursed for up to 50% of the total estimated life safety improvement costs, up to \$60,000.00, per property on a reimbursement basis.

Doland provided the following information about the Grant Program:

- Background and goal
- Objectives
- Eligibility
- Submittal requirements
- Review and approval process
- Requirements for reimbursement

REGULAR SESSION

9. Discuss and Possibly Act Upon Resolution No. R-25-032 Providing for the Approval of the Bylaws of the Tourism Advisory Board of the City of Brenham and Washington County, Texas

Megan Mainer, Assistant City Manager, presented this item. Mainer explained that Tourism Advisory Board Chairperson Scott Atwood requested revisions to the Board's bylaws to ensure accuracy regarding job titles and committee names. Upon review, staff identified additional changes necessary to align the bylaws with state law and the City's Policies and Procedures for Boards and Commissions.

Mainer explained that on September 10, she met with County Commissioner Hanath and Harrison Williams, along with other county staff, to discuss additional updates to the Tourism Advisory Board's bylaws between the City and County. The proposed revisions to the Tourism Advisory Board bylaws include several significant changes:

- The removal of outdated job titles;
- Granting the Chairperson the authority to develop subcommittees as needed, replacing predefined committee structures;
- The elimination of the Tourism Grant Eligibility Committee, Washington County Expo Committee, and Texas Music Friendly Committee; and
- A provision that allows the Chairperson to appoint members to subcommittees at their discretion, as opposed to having standing committees.

Mainer advised that both the City and County representatives agreed with the proposed revisions.

A motion was made by Councilmember Saunders and seconded by Mayor Pro Tem Kolby to approve Resolution No. R-25-032 providing for the approval of the Bylaws of the Tourism Advisory Board of the City of Brenham and Washington County, Texas.

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 Soman, Councilmember Wright

No: None

Absent: None

10. Discuss and Possibly Act Upon an Interlocal Agreement Between the City of Brenham and Washington County to Advocate and Promote Tourism Programs and Services and Authorize the Mayor to Execute Any Necessary Documentation

Megan Mainer, Assistant City Manager, presented this item. Mainer explained that Tourism Advisory Board Chairperson Scott Atwood requested revisions to the Tourism Advisory Board's bylaws on July 17 to ensure accuracy regarding job titles and committee names. Upon further review, staff identified that changes made to the bylaws would also require updates to the Tourism Advisory Board's Interlocal Agreement (ILA) between the City and County.

Mainer explained that the proposed 2026 Interlocal Agreement (ILA) between the City and County related to tourism activities includes changes such as:

- The County is assuming oversight of the Tourism Grant Funding Committee.
- Visit Brenham and Washington County Expo, providing quarterly reports to the Board on Hotel Occupancy Tax (HOT) funds.

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve the Interlocal Agreement between the City of Brenham and Washington County to advocate and promote tourism programs and services, 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 Soman, Councilmember Wright

No: None

Absent: None

11. Discuss and Possibly Act Upon Resolution No. R-25-033 Assuring the City of Brenham's Compliance with Title II of the 1990 Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973

Megan Mainer, Assistant City Manager, presented this item. Mainer explained that the City continues to demonstrate its commitment to accessibility by aligning local policies and practices with the enforceable standards of the Americans with Disabilities Act (ADA). Title II of the ADA requires that public entities, including municipalities, operate all programs, services, and activities so that they are accessible to individuals with disabilities.

Mainer stated that as a recipient of federal assistance from the U.S. Department of Transportation, through programs administered by the Texas Department of Transportation (TxDOT), the City is also required to comply with Title II of the ADA and Section 504 of the Rehabilitation Act of 1973. To verify compliance, TxDOT developed ADA Subrecipient Monitoring and Compliance Surveys to assess areas of compliance/noncompliance, evaluate risk factors, and assist subrecipients in understanding their ADA and Section 504 responsibilities.

Mainer explained that to assure TxDOT of the City's compliance, staff have developed a written assurance to be signed by City leadership affirming that the City of Brenham does not discriminate on the basis of disability in the provision of its programs, services, activities, or facilities, and that the City will comply with Section 504 and all related requirements.

A motion was made by Councilmember LaRoche and seconded by Councilmember Saunders to approve Resolution No. R-25-033 assuring the City of Brenham's compliance with Title II of the 1990 Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973.

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 Soman, Councilmember Wright

No: None

Absent: None

12. Discuss and Possibly Act Upon a Professional Services Agreement Between the City of Brenham and IMS Infrastructure Management Services for 2026 Pavement Data Collection and Analysis Services and Authorize the Mayor to Execute Any Necessary Documentation

Dane Rau, Director of Public Works, presented this item. Rau explained in 2020, the City worked with IMS on our first street inventory, which scientifically took an in-depth look at all our roadways and provided a street condition index for all streets.

Rau stated that the inventory report has been the go-to resource for determining priority, funding, and action plan for maintaining our local roadways as the study has proven to be very beneficial in how staff plans for each street, whether it needs a crack seal, a mill and overlay, or a full reconstruction.

Rau advised that it is time for an update to the original street inventory since it has been 5+ years. Staff would like to have IMS conduct a follow-up study to provide an updated assessment. This street assessment was budgeted for the 25–26 budget at \$53,000 and the quote from IMS was \$49,980.00.

A motion was made by Councilmember Soman and seconded by Councilmember Wright to approve a Professional Services Agreement between the City of Brenham and IMS Infrastructure Management Services, in an amount not to exceed \$49,980.00, for 2026 Pavement Data Collection and Analysis Services 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 Soman, Councilmember Wright

No: None

Absent: None

13. Administrative/Elected Officials Report

City Manager Carolyn Miller reported on the following:

- Thanked staff for their hard work and dedication after the fire at the Public Utilities/Maintenance Building.
- Next City Council meeting will be November 20th.

- City offices will be closed November 27-28 for the Thanksgiving holidays.
- December City Council meetings will be on the 4th and 18th.

City Council adjourned into Executive Session at 2:28 p.m.

EXECUTIVE SESSION

- 14. Section 551.071 Texas Government Code - Consultation with City Attorney Concerning Petition Received from Property Owner Carterbug Holdings, LLC Requesting that 22.08 Acres of Land be Released from the City of Brenham's Extraterritorial Jurisdiction (ETJ)**
- 15. 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**

Executive Session adjourned at 3:00 p.m.

ADJOURN

Atwood C. Kenjura
Atwood C. Kenjura
Mayor

Jeana Bellinger, TRMC, CMC
Jeana Bellinger, TRMC, CMC
City Secretary

