

Brenham City Council Minutes

A Regular Meeting of the Brenham City Council was held on Thursday, March 19, 2026 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 Bisette, Director of Gas and Utilities Shawn Bolenbarr, Director of Finance Stacy Hardy, Director of Public Works Dane Rau, Chief Financial Officer Julie Flagg, Director of HR and Risk Management Susan Nienstedt, Director of Engineering Richard O'Malley, Director of Gas and Utility, Director of Water and Wastewater Jerry Saldivar, Fire Chief Mark Donovan, Police Chief Gary Boshears, Development Services Director Stephanie Doland, Economic & Community Development Director Teresa Rosales, Kyle Branham, Shauna Laauwe, Gabriela Trejo, David Cella, Jared Beckendorf, Kevin Boggus, Lauren Schluze, Carrie Derkowski and Alex Saenez

Citizens/Others Present:

Johanna Gessner, Julie Hollis and Michelle Kwiatkowski

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 — Councilmember Albert Wright**

3. Proclamations

- **Theater In Our Schools Month**

4. Service Recognition:

- **Ron Luhn, Volunteer Firefighter - 30 Years**

5. Special Recognition:

- **City Manager Carolyn Miller's Retirement**

6. Citizen Comments

No citizen comments were heard.

CONSENT AGENDA

7. Statutory Consent Agenda

- 7.a. Approve the Minutes from the February 19, 2026 and the March 5, 2026, Regular City Council Meetings**
- 7.b. Approve Ordinance No. O-26-003 on Its Second Reading Amending the City of Brenham's Official Zoning Map of the Code of Ordinances to Change the Zoning from a Local Business/Residential Mixed-Use District (B-1) to a Single-Family Residential Use District (R-1) on Properties Identified as Lots 1A-8, Block 1 and Lots 1-16, Block 2 of the Timber Oaks Subdivision, Section III, and Lots 1-5 of the Timber Oaks Subdivision, Section IV, in Brenham, Washington County, Texas (Case No. REZONE-26-001)**
- 7.c. Approve Ordinance No. O-26-004 on Its Second Reading Providing for a No Parking Zone on the Eastward Side of Oak Tree Crossing Beginning at Its Intersection With Old Mill Creek Road and Extending to the Traffic Circle Ending at 1401 Timber Oaks Drive**
- 7.d. Approve Ordinance No. O-26-005 on Its Second Reading Providing for a No Parking Zone on the North Side of W. Alamo St. (Business 290) Beginning at Seward St. and Extending East for Approximately 715 Feet, Ending at the Railroad Tracks**

A motion was made by Councilmember Wright and seconded by

Councilmember Saunders to approve Consent Agenda Items 7.a. through 7.d.

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. Department Update: Police Department

Gary Boshears, Police Chief, presented this item and provided the City Council with an update on the City of Brenham Police Department that included the following:

- Staffing
- Statistics on Calls for Service
- Crime Rate Comparisons
- 2025 Department Accomplishments
- Patrol Division
- School Resource Officers Program
- Crime Investigation Division
- Drug and Gang Intelligence and Crime Enforcement (DICE) Unit
- Recent Trends
- Professional Development of Staff
- Community Engagement
- Recruiting and Retention
- Use of Force Analysis
- 2026 Focused Public Safety Strategies
- Drone and a First Responder (DFR) Program
- Celebrating 100 Years of Service

9. Discussion and Presentation of the City of Brenham Police Department's 2025 Racial Profiling Report

Gary Boshears, Police Chief, presented this item. Boshears explained that the report is required under State and Federal law and provides details on traffic stops, citations issues, arrests made, and searches conducted by the Brenham Police Department.

10. Discussion and Presentation of the Tax Phase-In Compliance Review Committee Report Regarding Current Tax Phase-In Agreements

Teresa Rosales, Director of Community & Economic Development, presented this item. Rosales stated that the Tax Phase-In Compliance Review Committee met to review compliance from companies who received tax abatement in 2025. The Committee members are Roger Chambers, Sharlie Douglass, Myron Dippel and Tieman Dippel.

Rosales explained that the following companies applied for abatement in 2025:

- Blue Bell Creameries
- Del Sol
- Double R Brand Foods
- Quest Specialty
- 209 S. Market
- Stan Pac

Rosales stated that all companies were in compliance with their respective Tax Phase-In Agreements.

REGULAR SESSION

11. Discuss and Possibly Act Upon Change Order No. 1 from Collier Construction Company Related to the Construction of the Brenham Fire Station No. 2 and Authorize the Mayor to Execute Any Necessary Documentation

Richard O'Malley, Director of Engineering, presented this item. O'Malley explained that on February 6, 2025, the City awarded a construction contract to Collier Construction, LLC in the amount of \$6,197,085.00 for construction of Brenham Fire Station #2. The City Council is now being asked to consider Change Order No. 1 for the Project, which includes a contract sum adjustment and a contract time adjustment.

O'Malley stated that the originally awarded project includes an allowance for temporary casing of drilled concrete piers in the amount of \$124,705.00. When the piers were drilled, it was determined the casing was not needed to complete the slab structure; therefore, this allowance can be credited back to the City, reducing the contract amount to \$6,072,380.00.

Additionally, while the project is on schedule for substantial completion in April, the contract allows the contractor to request additional days that delayed the project beyond their control, such as weather days, time required coordinating with the design team, and the delivery of specified items, i.e. windows, etc. Collier Construction has

submitted a request for additional time and Staff recommends approval of a 49-day extension to the project schedule.

A motion was made by Councilmember Cook and seconded by Councilmember Saunders to approve Change Order No. 1, in the amount of \$124,705.00, from Collier Construction Company related to the construction of the Brenham Fire Station No. 2 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

12. Discuss and Possibly Act Upon Change Order No. 1 and Final Payment to Meter Matters LLC for the Water Meter Replacement Project And Authorize the Mayor to Execute Any Necessary Documentation

Jared Beckendorf, Utility Project and Warehouse Manager, presented this item. Beckendorf stated that on October 16, 2025, City Council awarded the Warranty Meter Changeout Program to Meter Matters, LLC and the project consisted of replacing 2,689 water meters. The Scope of Work included programming, documentation, removal of Old Warranty Meters, and installation of new water meters. The total amount of the approved contract was \$147,826.00.

Beckendorf advised that Meter Matters installed 2,479 of the 2,689 water meters. Out of the remaining 210 meters, 69 had already been installed due to emergencies by City staff and 141 were difficult to get to, or needed additional work beyond the scope of work outlined in the agreement. Due to these reasons, staff felt the best approach was to replace the remaining 141 water meters. Based upon inspection, we have determined that all components were installed correctly and are working properly. After the approval of Change Order No. 1 and the final payment invoice, the total cost for this project will be \$136,244.00, which will be a savings of \$11,582.00.

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve Change Order No. 1 and Final Payment, in the amount of \$30,030.00, to Meter Matters LLC for the water meter replacement project 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. Discuss and Possibly Act Upon Resolution No. R-26-012 Authorizing the Submission of a Grant Application to the Texas General Land Office (GLO) for the Texas and Community Development Block Grant Disaster Recovery (CDBG-DR) (TxGLO) Local Communities Program (LCP)

Jerry Saldivar, Director of Water and Wastewater, presented this item. Saldivar explained that in February, Public Utilities was made aware of a grant fund available from the Texas General Land Office (GLO). The Texas General Land Office (GLO) will administer a new round of HUD Community Development Block Grant – Disaster Recovery (CDBG-DR) funding related to the 2024 disaster events, including severe storms and Hurricane Beryl.

Since Washington County has been designated as a HUD Secondary Most Impacted and Distressed (MID) area, the City is eligible to apply for funding through the Local Communities Program. Grant awards may range from \$500,000.00 to \$5,000,000.00 per application, with a required city match of up to 5% of the total project cost (anticipated at \$42,550.00). This is a two-step application process. The first step requires submission of a project proposal for evaluation and if the project scores high enough, the City will be invited to submit a full application.

Saldivar stated that if the grant is awarded, the funding will be used to stabilize Hog Branch Creek to prevent erosion impacting the Wastewater Treatment Plant facility. The creek experienced significant erosion following the severe weather events in 2024. This erosion has reached the back fence line north of the facility, creating a safety hazard for personnel, posing a potential security concern, and a potential TCEQ violation.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to approve Resolution No. R-26-012 authorizing the submission of a grant application to the Texas General Land Office (GLO) for the Texas and Community Development Block Grant Disaster Recovery (CDBG-DR) (TxGLO) Local Communities Program (LCP).

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

14. Discuss and Possibly Act Upon Resolution No. R-26-013 Authorizing the Selection of a Grant Administration Service Provider for the Texas General Land Office (TxGLO) Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Communities Program (LCP)

Jerry Saldivar, Director of Water and Wastewater, presented this item. Saldivar explained that in March 2026, the City received and evaluated proposals submitted in response to Request for Proposals (RFP) No. 26-008 for Professional Administration Services to assist with grant administration application and implementation for funding through the Texas General Land Office (GLO). Participation in the Community Development Block Grant – Disaster Recovery (CDBG-DR) program requires the City to engage professionals experienced in administering and delivering federally funded projects.

Saldivar stated that the City received three proposals from CCM Advisers, KSBR, LLC, and Langford; with KSBR, LLC receiving the highest overall score. In order to proceed with the submission of the grant application to the Texas General Land Office (GLO), staff is requesting Council approval of this resolution to select KSBR, LLC as the grant administrator for the GLO Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Communities Program (LCP).

A motion was made by Councilmember Soman and seconded by Councilmember Cook to approve Resolution No. R-26-013 authorizing the selection of a grant administration service provider for the Texas General Land Office (TxGLO) Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Communities Program (LCP).

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

15. Discuss and Possibly Act Upon Resolution No. R-26-014 Authorizing the Selection of an Engineering, Architectural, and Surveying Services Provider for the Texas General Land Office (TxGLO) Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Communities Program (LCP)

Jerry Saldivar, Director of Water and Wastewater, presented this item. Saldivar explained that in March 2026, the City received and evaluated submittals in response to Request for Qualifications (RFQ) No. 26-007 for Professional Engineering Services to support the application and implementation of projects funded through the Texas General Land Office (GLO). Participation in Community Development Block Grant – Disaster Recovery (CDBG-DR) programs require the City to engage professionals experienced in providing engineering services for federally funded projects. Saldivar stated that the City received six submittals, with Gessner Engineering receiving the highest overall score based on the established criteria.

Saldivar stated that in order to proceed with the implementation of CDBG-DR projects, staff is requesting Council approval for this Resolution to select Gessner Engineering as the City’s professional engineering service provider for the Texas General Land Office (GLO) Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Communities Program (LCP).

A motion was made by Councilmember Saunders and seconded by Councilmember Cook to approve Resolution No. R-26-014 authorizing the selection of an engineering, architectural, and surveying services provider for the Texas General Land Office (TxGLO) Community Development Block Grant – Disaster Recovery (CDBG-DR) Local Communities Program (LCP).

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

16. Discuss and Possibly Act Upon the Acceptance of the Audit from Seidel Schroeder for Fiscal Year 2025

Stacy Hardy, Finance Director, presented this item. Hardy explained that state

law requires that all general-purpose local governments publish, within six months of the close of the fiscal year, a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. Hardy introduced Michele Kwiatkowski, audit partner with Seidel Schroeder, to present the 2025 audit.

A motion was made by Councilmember LaRoche and seconded by Mayor Pro Tem Kolby to accept the audit from Seidel Schroeder for Fiscal Year 2025.

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

17. Administrative/Elected Officials Report

City Manager Carolyn Miller reported on the following:

- The City has maintained its AA- rating by Standards & Poor.
- TXDOT Median Project Townhall will be today at 4:30 p.m. at Blinn College Student Center.

City Secretary/Director of Administrative Services Jeana Bellinger reported on the following:

- Animal Shelter has scheduled their first free microchip and rabies vaccine drive-thru event for Wednesday, April 1st, from 4:00 p.m. to 6:00. They filled all 50 of their available spots within hours of opening the registration. They will plan another event in the fall.
- Recently contacted by a citizen that wants to donate \$20,000.00 to expand the City's SNAP Program to Washington County residents. The donor will attend a Council meeting in April.

City Council adjourned into Executive Session at 2:32 p.m.

EXECUTIVE SESSION

- 18. 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**
- 19. Section 551.074, Texas Government Code, Personnel Matters - Discussion Concerning the Retirement of the City Manager, Potential Roles/Duties of the Retiring City Manager in Facilitating the Transition to a New City Manager, and the Appointment, Employment, Evaluation and Duties of a New City Manager, and Associated Issues**

Executive Session adjourned at 4:14 p.m.

ADJOURN

Atwood C. Kenjura

Atwood C. Kenjura
Mayor



Jeana Bellinger, TRMC, CMC

Jeana Bellinger, TRMC, CMC
City Secretary