City of BRENHAM

NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, AUGUST 6, 2026 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 — Mayor Atwood Kenjura**

3. **Citizen Comments**

4. **Proclamation:**

    - **Safe Digging Day**

CONSENT AGENDA

5. **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.

    5.a. **Approve the Minutes from the July 16, 2026 Regular City Council Meeting and the July 20, 2026 Special City Council Meeting**

    5.b. **Approve an Audit Engagement Letter for Seidel Schroeder to Perform an Audit for the Fiscal Year Ending September 30, 2026 and Authorize the Mayor to Execute Any Necessary Documentation**

    5.c. **Approve the Ratification of the Purchase of an Access Control System from NextGen Security, LLC, for Fire Station No. 2, in the Amount of $56,388.00 and Authorize the Mayor to Execute Any Necessary Documentation**

    5.d. **Award Bid No. ITB 26-014 Related to the Purchase of Polyaluminum Chloride to Shrieve Chemical Company at $620.00 per Liquid Ton and Authorize the Mayor to Execute Any Necessary Documentation**

WORK SESSION

6. **Discussion and Presentation of the 1st and 2nd Quarter Economic Development Update**

PUBLIC HEARING

7. **Public Hearing and Discussion to Consider Amending Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Allow an Accessory Dwelling Unit (ADU) in a Single-Family Residential (R-1) Zoning District on Approximately 0.68 Acres of Land Located at 1309 Hidden Creek Lane, and Further Described as Lot 3B, Block 1, Sycamore Hill Subdivision, in Brenham, Washington County, Texas (SPCUSE-26-0008)**

REGULAR SESSION

8. **Submission of, Discussion, and Possible Action Regarding the No-New-Revenue Tax Rate, Voter-Approval Tax Rate, and Proposed Tax Rate for the 2026 Tax Year, and Take Record Vote on Proposed Tax Rate and Meeting Date for Final Adoption of Tax Rate**

9. **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Allow an Accessory Dwelling Unit (ADU) in a Single-Family Residential (R-1) Zoning District on Approximately 0.68 Acres of Land Located at 1309 Hidden Creek Lane, and Further Described as Lot 3B, Block 1, Sycamore Hill Subdivision, in Brenham, Washington County, Texas (SPCUSE-26-0008)**

10. **Discuss and Possibly Act Upon an Amendment to the Professional Services Agreement Between the City of Brenham and Strand Associates, Inc. for FY2025-26 On-Call Engineering Services and Authorize the Mayor to Execute Any Necessary Documentation**

11. **Discuss and Possibly Act Upon the Renewal with Texas Municipal League Intergovernmental Risk Pool for the City of Brenham's General Liability, Law Enforcement Liability, Errors and Omissions Liability, Public Official Liability, Mobile Equipment, Airport Liability, Property, Auto Liability and Physical Damage, Crime, Animal Mortality and Theft, and Worker's Compensation Coverage for the City of Brenham for the Fiscal Year 2026-27 and Authorize the Mayor to Execute Any Necessary Documentation**

12. **Discuss and Possibly Act Upon:**

    a. **An Agreement with Baylor Scott & White Health for Group Medical Coverage Benefits for the Plan Year October 1, 2026 through September 30, 2027;**
    b. **An Agreement with Renaissance for Voluntary Dental and Vision Coverage Benefits for the Plan Year October 1, 2026 through September 30, 2027;**
    c. **An Agreement with Ochs/Securian for Employee-Sponsored Basic Life, Accidental Death and Dismemberment, and Long-Term Disability Coverage Benefits for the Plan Year October 1, 2026 through September 30, 2027;**
    d. **An Agreement with Surency for the Administration of Flexible Spending Account/Dependent Care Reimbursement, Health Savings Account, and COBRA for the Plan Year October 1, 2026 through September 30, 2027;**

    and Authorize the Mayor to Execute Any Necessary Documentation

13. Discuss and Possibly Act Upon the Ratification of Asphalt and Paving Services from Brazos Paving, Inc. Related to Street Work on E. Alamo Street and Authorize the Mayor to Execute Any Necessary Documentation

14. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Rate Tariff Schedule for the City of Brenham Sanitation Rates

15. 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 salutary 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

16. 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

17. Section 551.074, Texas Government Code, Personnel Matters – Discussion Concerning the Appointment, Employment, Evaluation and Duties of New City Manager, and Associated Issues

RE-OPEN REGULAR AGENDA

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, August 6, 2026 was posted to the City Hall bulletin board at 200 W. Vulcan St., Brenham, TX on Friday, July 31, 2026, at 1:30 p.m.

Jeana Bellinger, TRMC, CMC
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 three (3) business days 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 ___________________, 2026 at __________ a.m./p.m.

______________________________ ______________________________
Signature Title

PROCLAMATION

WHEREAS, Thousands of times each year, the underground infrastructure in Texas is damaged by those who do not have underground lines located prior to digging, resulting in service interruption, environmental damage, and threat to public safety; and

WHEREAS, In 2005, the Federal Communications Commission designated 811 to provide excavators and homeowners a simple number to contact utility operators to request the location of underground lines at the intended dig site; and

WHEREAS, Texas811, non-profit organization dedicated to the prevention of damage to underground utilities in all 254 counties of the state, promotes the National 811 Notification System in an effort to reduce these damages; and

WHEREAS, Damage prevention is a shared responsibility; by using safe digging practices, the excavators and homeowners of Brenham; can save time and money and help keep our infrastructure safe and connected; and

WHEREAS, The City of Brenham encourages contractors and homeowners throughout Brenham and Washington County to always call 811 before digging; safe digging is no accident;

NOW, THEREFORE, I, Atwood C. Kenjura, Mayor of the City of Brenham do hereby proclaim August 11, 2026 as:

SAFE DIGGING DAY

Atwood C. Kenjura
Mayor

Brenham City Council Minutes

A Regular Meeting of the Brenham City Council was held on Thursday, July 16, 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 Adonna Saunders
Councilmember Steve Soman
Councilmember Albert Wright

Members Absent:

Councilmember LaRoche

City of Brenham Staff Present:

Interim City Manager Megan Mainer, City Attorney Cary Bovey, City Secretary/Director of Administrative Services Jeana Bellinger, General Manager of Public Utilities William Bissette, Director of Gas and Utilities Shawn Bolenbarr, Director of Finance Stacy Hardy, Chief Financial Officer Julie Flagg, Fire Chief Mark Donovan, Police Chief Gary Boshears, Director of HR and Risk Management Susan Nienstedt, Development Services Director Stephanie Doland, Gabriela Trejo, David Cella, Kim Hodde, Tammy Murphy, Kevin Boggus, Brandi Garcia, Christi Korth, Nancy Joiner, Alex Dill, Aaron Gray, Kyle Branham, Steven Eilert, Kelvin Raven, Tammy Jaster, Stephen Draehn, Casey Redman, and Shauna Laauwe

Citizens/Others Present:

David Kirkpatrick, John Powell, Ken Williams, Mathew Benavidez, Melanie Scarpace, Lilly Arnold, Cathy Hamm, Nick McIntyre, and Warren Schaff

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 — Interim City Manager Megan Mainer**

3. **Service Recognitions:**

- **Kelvin Raven – Police Department — 30 Years**

4. Proclamations

- **Scotty's House**
- **National Parks and Recreation Month**

5. Citizen Comments

Cathy Hamm addressed City Council about the sports complex being constructed by Blinn College. Hamm explained that herself and several other residents in the Timber Oaks Subdivision have reached out to Blinn but have not had any luck getting them to respond. Hamm requested that City Council intervene on the resident's behalf.

Warren Schaff, a resident of the Timberoaks Subdivision, advised Council that he has attended several meetings of the Blinn College Board to express his concerns about their sports complex being constructed in the Timberoaks Subdivision. Schaff stated that he is very disappointed at the lack of response from Blinn.

John Powell, a resident of the Timberoaks Subdivision, advised Council that he is concerned about the residential street, which is the main entrance to their subdivision, being used as the only way in and out of Blinn's proposed sports complex. Powell also expressed concern about the noise and light pollution that will come from the complex. Powell expressed his frustration with Blinn's lack of response to the subdivision's requests.

CONSENT AGENDA

6. Statutory Consent Agenda

6.a. Approve the Minutes from the June 18, 2026 and the July 2, 2026 Regular City Council Meetings

6.b. Approve Resolution No. R-26-020 Authorizing the Termination of an Interlocal Agreement Between the City of Brenham and Washington County for Sanitation Services at the Citizen's Collection Station

6.c. Approve Resolution No. R-26-021 Authorizing the Submission of a Grant Through the Community Development Partnership Program (CDPP) Offered by the Lower Colorado River Authority (LCRA) for the Purchase of Equipment for the City of Brenham Fire Department

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve Consent Agenda Items 6.a. through 6.c.

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

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

No: None

Absent: Councilmember LaRoche

WORK SESSION

7. Department Update: Tourism and Communications/PR

Interim City Manager Megan Mainer, presented the following update on the Tourism and Communications/PR Departments:

- Tourism Department
  - Departmental Overview
  - Key Goals and Objectives
  - Visitor Center and The Barnhill Center Operations
  - Tourism Data Analytics
  - Social Media and Digital Marketing
  - Hotel Occupancy Tax Collections
  - Upcoming Projects
- Communications & PR Department
  - Departmental Overview
  - Key Goals and Objectives
  - Performance Measures
  - Upcoming Projects

8. Discussion and Presentation on Proposed Text Amendments to Appendix A - Zoning of the Code of Ordinances Related to:

- **Multifamily Density Requirements in the R-2, Mixed Residential District and in the Downtown Business/Residential Overlay District.**
- **Bufferyards/Landscaping Requirements**

Shauna Laauwe, City Planner, presented this item. Laauwe explained that staff is looking for direction on possible text amendments to the Code of Ordinances,

Appendix A – Zoning related to the following:

- R-2, Mixed Residential District and Downtown Business/Residential Overlay District (DBROD): Clarifying the minimum area lot requirements for multifamily developments in the DBROD. Staff's recommendation is to change the definition of "minimum site area" for Mixed Residential District (R2) to include language clarifying that the minimum site area for multifamily development shall be 6,000 square feet or 2,000 square feet of lot area per multifamily dwelling unit, whichever is greater. The recommendation is also to amend the "minimum site area" for duplexes in the DBROD to be 5,000 square feet and the minimum area for multifamily development shall be 6,000 square feet or 1,000 square feet of lot area per multifamily dwelling unit, whichever is greater.
- Bufferyard Requirements: Staff recommends a text amendment to establish a minimum 15 feet of any bufferyard shall be landscaped and located at the outermost edge or perimeter of the bufferyard and for industrial uses adjacent to residential uses, at least 20 percent of any bufferyard shall be landscaped. Staff also recommends trees be a certain height and caliper within the required bufferyard.

After further discussion, the City Council asked staff to continue researching this and bring it back for further discussion at a later date.

REGULAR SESSION

9. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the City of Brenham's FY2025-26 Adopted Budget

Julie Flagg, Chief Financial Officer, presented this item. Flagg stated the Finance Department is recommending the following budget amendment to reflect insurance proceeds received and to be expended, greater than budgeted airport fuel sales, expenditures of donated funds, transfers of bond proceeds between Fund 270 and Fund 237, and other expenditures not included in the FY2025-26 Adopted Budget.

A motion was made by Councilmember Saunders and seconded by Mayor Pro Tem Kolby to approve an ordinance on its first reading amending the City of Brenham's FY2025-26 adopted budget.

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

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

No: None

Absent: Councilmember LaRoche

10. Discuss and Possibly Act Upon an Amendment to the Professional Services Agreement Between the City of Brenham and Talex Inc. for Engineering and Design Services Related to the City Hall HVAC Project and Authorize the Mayor to Execute Any Necessary Documentation

Dane Rau, Director of Public Works, presented this item. Rau stated that the City of Brenham Maintenance Division, along with Public Works, started working on the replacement of a 30-ton HVAC unit at City Hall. This HVAC replacement was budgeted for in 2025 and allocated to use 2025 Bond Funds for large equipment purchases. Due to the scope of work and expected cost of the replacement, it was required that we engage a mechanical engineer to work with the City to determine the best replacement unit, provide construction drawings, and provide specifications related to the unit and its installation.

Rau explained that the City entered into an agreement with Talex Inc in March 2026 which was based on an hourly rate of $350 per hour; however, now that the work has been completed, the final invoice from Talex totaled $54,552.50 (154 hours of work and mileage), which requires City Council approval.

A motion was made by Councilmember Wright and seconded by Councilmember Soman to approve an amendment to the professional services agreement between the City of Brenham and Talex Inc. for engineering and design services related to the City Hall HVAC Project in the amount of $54,552.50, and authorize the Mayor to execute bay 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 Saunders, Councilmember Soman, Councilmember Wright

No: None

Absent: Councilmember LaRoche

11. Discuss and Possibly Act Upon the Award of RFP No. 26-013 Related to the Brenham City Hall RTU-5 (HVAC) Replacement and Authorize the Mayor to Execute Any Necessary Documentation

Stephen Draehn, Maintenance Supervisor, presented this item. Draehn stated that the Maintenance Department is seeking approval to enter into an agreement with Har-Con Mechanical to furnish all supervision, labor, materials and equipment to replace Roof Top Unit 5 (RTU-5) located above Development Services that controls the second floor East Wing of City Hall.

Draehn stated that the Request for Proposal (RFP) was to request proposals from qualified and capable Contractors or General Contractors to demolish and remove the existing rooftop package unit RTU-5 and modify the HVAC system. A total of of two proposals were received, ranging from $415,800.00 to $470,875.00 with Har-Con Mechanical being the lowest at $415,800.00.

A motion was made by Councilmember Soman and seconded by Councilmember Cook to award RFP 26-013 related to the Brenham City Hall RTU 5 (HVAC) to Har-Con Mechanical in the amount $415,800.00 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 Saunders, Councilmember Soman, Councilmember Wright

No: None

Absent: Councilmember LaRoche

12. Discuss and Possibly Act Upon Resolution No. R-26-022 Related to the Adoption of Policies and Procedures Applicable to the Expenditure of Funds Allocated to the City of Brenham Pursuant to the American Rescue Plan Act of 2021 (ARPA)

Stacy Hardy, Finance Director, presented this item. Hardy stated that the City, as recipient of American Rescue Plan Act (ARPA) funds must adhere to the U.S. Department of the Treasury's Compliance and Reporting Guidance and meet specific administrative policies. As required, the City is adopting the following policies in regard to our ARPA grant.

- Financial Management Policies & Procedures
- Document Management and Retention Policy
- Standards of Conduct and Conflict of Interest Policy

A motion was made by Councilmember Wright and seconded by Mayor Pro Tem Kolby to approve Resolution No. R-26-022 related to the adoption of policies and procedures applicable to the expenditure of funds allocated to the City of Brenham pursuant to the American Rescue Plan Act of 2021 (ARPA)

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

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

No: None

Absent: Councilmember LaRoche

13. Discuss and Possibly Act Upon Resolution No. R-26-023 in Connection with a Grant Agreement (2517BRENM) Related to Various Taxiways, Roadways, and Stormwater Projects at the Brenham Municipal Airport

David Kirkpatrick, Project Manager, Aviation Planning, presented this item. Kirkpatrick advised that in November of 2021, the FAA announced the availability of Infrastructure Investment and Jobs Act (IIJA) funds for certain federally eligible general aviation airports. The airport-specific allocations known as Airport Infrastructure Grants (AIG) are allocated to airports for five years, starting with federal fiscal year 2022 and ending in federal fiscal year 2026. Brenham Municipal Airport was allocated $295,000 for FY22, $292,000 for FY23, $294,000 for FY24, $282,000 for FY25, and $285,000 for FY26. Each AIG grant requires a local match of at least 10% of the total project cost.

KirkPatrick stated that in accordance with the Brenham Airport Master Plan, we have begun preparations to use our IIJA AIG allocation to complete the design and construction of an extension to Aviation Way and general civil site preparations to allow for future hangar construction. This project is not anticipated to exceed $306,600 and is a reimbursable grant where the City will front the costs and then be reimbursed by TxDOT.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Saunders to approve Resolution No. R-26-023 in connection with a Grant Agreement (2517BRNM) related to various taxiways, roadways, and stormwater projects at 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 Saunders, Councilmember Soman, Councilmember Wright

No: None

Absent: Councilmember LaRoche

14. Discuss and Possibly Act Upon the Award of RFQ No. 26-011 Related to Engineering, Design Services, and Construction Administration for the Extension of Aviation Way at the City of Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation

David Kirkpatrick, Project Manager, Aviation Planning, presented this item. Kirkpatrick explained that in November 2021, the FAA announced the availability of Infrastructure Investment and Jobs Act (IIJA) funds for certain federally eligible general aviation airports. The airport-specific allocations known as Airport Infrastructure Grants (AIG) are allocated to airports for five years, starting with federal fiscal year 2022 and ending in federal fiscal year 2026.

Kirkpatrick stated that the Brenham Municipal Airport was allocated $295,000 for FY22, $292,000 for FY23, $294,000 for FY24, $282,000 for FY25, and $285,000 for FY26. Each AIG grant requires a local match of at least 10% of the total project cost. IIJA AIG funds can be used on revenue-generating projects, whereas very few other FAA funding sources are eligible for use for revenue-generating projects. Kirkpatrick explained that in accordance with the Brenham Airport Master Plan, staff has begun preparations to use our IIJA AIG allocation to complete the design and construction of an extension to Aviation Way and general civil site preparations to allow for future hangar construction. RFQ No. 26-011 was issued to select a consultant to engineer and design the apron and taxilane pavement improvements for multiple hangars, a vehicle access road, and provide bidding services and construction administration during construction of the project.

The City received three (3) submissions. Each submission was evaluated by a panel that consisted of three city employees. The submission received by Strand Associates, Inc scored the highest with 289 points, or an average score of 96 out of 100.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to award RFQ No. 26-011 related to engineering, design services and construction administration for the extension of Aviation Way at the Brenham Municipal Airport to Strand Associates, Inc., in an amount not to exceed $292,000.00 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 Saunders, Councilmember Soman, Councilmember Wright

No: None

Absent: Councilmember LaRoche

15. Discuss and Possibly Act Upon the Purchase of Radios for Public Utilities Departments and Authorize the Mayor to Execute Any Necessary Documentation

Shawn Bolenbarr, Director of Municipal Gas & Utility Services, presented this item. Bolenbarr stated Public Utilities is requesting approval to purchase handheld, and office-mounted radios for the Electric, Water, Wastewater, and Gas Departments. Acquiring these radios will provide reliable, uninterrupted communication for Utility Department staff during hurricanes, ice storms, significant power outages, and daily operations. Improved communication capabilities are essential for both emergency response and routine coordination among field and office teams. The total combined cost for the radios is $79,871.36.

A motion was made by Councilmember Soman and seconded by Councilmember Cook to approve the purchase of radios for the City of Brenham Public Utilities Departments with Motorola Solutions in the amount of $79, 871.36 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 Saunders, Councilmember Soman, Councilmember Wright

No: None

Absent: Councilmember LaRoche

16. Administrative/Elected Officials Report

Public Works Director Dane Rau provided an update on the Brenham Family Park. Rau advised that three (3) families have now donated to provide some additional amenities at the park.

Interim City Manager Megan Mainer, reported the following:

- Monday, July 20th is the City Council FY2026-27 Budget Workshop
- Texas City Manager's Association will be hosting their summer meeting in Brenham at the Fireman's Training Center on July 17th.

ADJOURN

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Atwood C. Kenjura
Mayor

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Jeana Bellinger, TRMC, CMC
City Secretary

Brenham City Council Minutes

A Special Meeting of the Brenham City Council was held on Monday, July 20, 2026 beginning at 8:30 AM 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 Adonna Saunders
Councilmember Steve Soman

Members Absent:

Councilmember Paul LaRoche
Councilmember Albert Wright

City of Brenham Staff Present:

Interim City Manager Megan Mainer, City Secretary/Director of Administrative Services Jeana Bellinger, General Manager of Public Utilities William Bissette, Director of Gas & Utility Services Shawn Bolenbarr, Police Chief Gary Boshears, Development Services Director Stephanie Doland, Fire Chief Mark Donovan, Chief Financial Officer Julie Flagg, Finance Director Stacy Hardy, Director of HR & Risk Management Susan Nienstedt, Public Works Director Dane Rau, Economic & Community Development Director Teresa Rosales, Director of Water & Wastewater Jerry Saldivar, Jason Lange, Josh Daniels, Debbie Gaffey, and Jessica Perez

Citizens/Others Present:

None

Media Present:

None

1. Call Meeting to Order

REGULAR SESSION

2. Discuss and Possibly Act Upon Ordinance No. O-26-012 on Its Second Reading Amending the City of Brenham's FY2025-26 Adopted Budget

Julie Flagg, Chief Financial Officer, presented this item. Flagg explained that the budget amendment reflects insurance proceeds received and to be expended, greater than budgeted airport fuel sales, expenditures of donated funds, transfers of bond proceeds between Fund 270 and Fund 237, and other expenditures not included in the FY2025-26 Adopted Budget.

A motion was made by Councilmember Cook and seconded by Councilmember Saunders to approve Ordinance No. O-26-012 on its second reading amending the City of Brenham's FY2025-26 adopted budget.

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

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

No: None

Absent: Councilmember LaRoche, Councilmember Wright

WORK SESSION

3. FY2026-27 Proposed Budget Discussions:

- **General Government**
- **Public Utilities**

Chief Financial Officer Julie Flagg presented the proposed FY2026-27 budget as follows:

- General Government Funds
  - Budget Overview
  - General Fund Departmental Review
  - General Fund Sub-Funds Review
  - Capital Project Funds Review
  - Internal Service Fund Review
  - BCDC Review
- Utility Funds
  - Budget Overview
    - Utility Outlook
    - Financial Overview All Utility Funds
    - Bond Issuance
    - Key Points by Fund
    - Operating Fund Summary
  - Operating Budget Review
    - Electric Fund
    - Gas Fund

- Water Fund
- Wastewater Fund
- Sanitation Fund
- Drainage Fund

ADJOURN

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Atwood C. Kenjura
Mayor

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Jeana Bellinger, TRMC, CMC
City Secretary

City of BRENHAM

City Council Regular Meeting

AGENDA ITEM 5.b

Agenda Item: **Approve an Audit Engagement Letter for Seidel Schroeder to Perform an Audit for the Fiscal Year Ending September 30, 2026 and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Date: August 6, 2026

Department: Finance

Staff Contact: Stacy Hardy, Finance Director

SUMMARY STATEMENT:

Attached is the proposed audit engagement letter from Seidel Schroeder for the annual financial statement audit for the fiscal year ending September 30, 2026. The audit fee is not to exceed $69,250. This is approximately 4% over the prior year's fee.

This engagement letter is based on the assumption that a Single Audit will be required. A Single Audit is required when state and federal grant expenditures exceed $1,000,000.00 in a fiscal year. With the continued growth and complexity of the City's financial activities, the current fee structure is reasonable.

ATTACHMENTS:

1. Audit Engagement Letter

FUNDING SOURCE:

Included in the Finance Department's annual operating budget.

RECOMMENDATION:

Approve an Audit Engagement letter for Seidel Schroeder to perform an audit for the fiscal year ending September 30, 2026 and authorize the Mayor to execute any necessary documentation.

SEIDEL SCHROEDER
CERTIFIED PUBLIC ACCOUNTANTS/BUSINESS ADVISORS

July 27, 2026

To The City Council of the
City of Brenham, Texas
P.O. Box 1059
Brenham, Texas 77834

You have requested that we audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Brenham, Texas, as of September 30, 2026, and for the year then ended, and the related notes to the financial statements, which collectively comprise the City of Brenham, Texas' basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the period ended September 30, 2026. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and *Government Auditing Standards*, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP,) as promulgated by the Governmental Accounting Standards Board (GASB) require that management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally

2707 SOUTH MARKET STREET, BRENHAM, TX 77833 | 979.836.6131 | 979.830.8131 F

accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Schedule of Changes in Total OPEB Liability and Related Ratios
- Schedule of Changes in Net Pension Liability and Related Ratios – Texas Municipal Retirement System
- Schedules of Contributions – Texas Municipal Retirement System
- Schedule of the City's Proportionate Share of the Net Pension Liability – Texas Emergency Services Retirement System
- Schedule of Contributions – Texas Emergency Services Retirement System
- Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – General Fund

Supplementary information other than RSI will accompany City of Brenham's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with U.S. GAAS. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole:

- Combining and individual non-major fund financial statements
- Budgetary comparison information – Other Governmental Funds and Blended Component Unit
- Schedule of expenditures of federal awards

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audits in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of financial statements in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Brenham, Texas' ability to continue as a going concern for a reasonable period of time.

Although we are currently in the planning stage of our audit, we have identified the following significant risks during our audit to date that require special audit consideration:

- Management override of controls
- Improper revenue recognition
- Completeness of related parties

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective, and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the City of Brenham, Texas' basic financial statements. Our report will be addressed to the City Council of the City of Brenham, Texas. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, provisions, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Planned Scope of the Audit

Our audit will include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Our audit is designed to provide reasonable, but not absolute, assurance about whether the financial statements as a whole are free of material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations. Because of this concept of reasonable assurance and because we will not examine all transactions, there is a risk that material misstatements may exist and not be detected by us.

Our audit will include obtaining an understanding of the entity and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements and as a basis for designing the nature, timing, and extent of further audit procedures, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. However, we will communicate to you at the conclusion of our audit any material weaknesses or significant deficiencies identified.

Audit of Major Program Compliance

Our audit of the City of Brenham Texas' major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

a. For the preparation and fair presentation of the financial statements in accordance with principles generally accepted in the United States of America;
b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
c. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
d. For maintaining records that adequately identify the source and application of funds for federally funded activities;
e. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
f. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards, regulations, and the terms and conditions of the federal awards;
g. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs.
h. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
i. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
j. For taking prompt action when instances of noncompliance are identified;
k. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
l. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
m. For submitting the reporting package and data collection form to the appropriate parties;
n. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
o. To provide us with:
    i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the

disclosures; and relevant to federal award programs, such as records, documentation, and other matters;

ii. Additional information that we may request from management for the purpose of the audit;

iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;

iv. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and

v. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.

p. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;

q. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;

r. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;

s. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where the fraud could have a material effect on compliance;

t. For the accuracy and completeness of all information provided;

u. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and

v. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management and those charged with governance written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or master's for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Nonattest Services

With respect to any nonattest services we perform at the end of the year, we agree to perform the following:

- Assist in preparing the IRS Form 1099's based on information provided by you

We will not assume management responsibilities on behalf of the City of Brenham, Texas. However, we will provide advice and recommendations to assist management of the City of Brenham, Texas in performing its responsibilities.

The City of Brenham, Texas' management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including the monitoring of ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the preparation of 1099s previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Other

We expect to begin our audit planning process during September 2026, audit fieldwork beginning in November 2026 and to issue our reports during March 2027.

Michele Kohring Kwiatkowski is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising Seidel Schroeder's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fee for these services will be at our standard hourly rates, except that we agree that our fee, including expenses, will not exceed $69,250. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

We may from time to time, and depending on the circumstances and nature of the services we are providing, share your confidential information with third-party service providers, some of whom may be cloud-based, but we remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality terms with all service providers to maintain the confidentiality of your information and will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure appropriate confidentiality terms with a third-party service provider, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Although we will use our best efforts to make the sharing of your information with such third parties secure from unauthorized access, no completely secure system for electronic data transfer exists. As such, by your signature below, you understand that the firm makes no warranty, expressed or implied, on the security of electronic data transfers.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records, and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

The audit documentation for this engagement is the property of Seidel Schroeder and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulator's pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Seidel Schroeder's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators. The aforementioned parties may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to City Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any;
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.
- Any violation of laws and regulations that come to our attention, and
- Significant unusual transactions, if any.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Very truly yours,

SEIDEL SCHROEDER

By: Michele Kohring Kwiatkowski
Michele Kohring Kwiatkowski, CPA

RESPONSE:

This letter correctly sets forth the understanding of the City of Brenham, Texas.

Management signature: ______________________________

Title: ______________________________

Date: ______________________________

Governance signature: ______________________________

Title: ______________________________

Date: ______________________________

City Council Regular Meeting
AGENDA ITEM 5.c

Agenda Item: **Approve the Ratification of the Purchase of an Access Control System from NextGen Security, LLC, for Fire Station No. 2, in the Amount of $56,388.00 and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Date: August 6, 2026

Department: Information Technology

Staff Contact: Kevin Schmidt, IT Manager

SUMMARY STATEMENT:

The City contracted with NextGen Security, LLC to purchase and install an access control system in the new construction of Fire Station 2. The project was originally estimated to cost $49,888, but changes outside the control of this vendor were required, which added billable hours. This resulted in the total cost of the new installation reaching $56,388.00. To not delay the project and to stay on the projected completion schedule, the work was authorized to be completed at staff level. The project has now been completed and invoices paid. We are seeking ratification due to the total procurement of the access control system with this vendor exceeding the approval threshold needed for Council action.

ATTACHMENTS:

None

FUNDING SOURCE:

2023 Bonds

RECOMMENDATION:

Approve the ratification of the purchase of an access control system from NextGen Security, LLC, for Fire Station No. 2, in the amount of $56,388.00 and authorize the Mayor to execute any necessary documentation.

City of BRENHAM

City Council Regular Meeting

AGENDA ITEM 5.d

Agenda Item: **Award Bid No. ITB 26-014 Related to the Purchase of Polyaluminum Chloride to Shrieve Chemical Company at $620.00 per Liquid Ton and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Date: August 6, 2026

Department: Public Utilities

Staff Contact: Jerry Saldivar, Director of Water and Wastewater

SUMMARY STATEMENT:

On July 6, 2026, the City opened bids for ITB 26-014 for the purchase of polyaluminum chloride. Four bids were received from Shrieve Chemical, USALCO, Univar, and Penco INC. Shrieve Chemical submitted the lowest responsive bid at $620 per liquid ton. Staff analyzed Shrieve Chemical's polyaluminum chloride product and determined that it meets the City's treatment requirement and is suitable for use in the water treatment process.

Polyaluminum chloride is the primary coagulant used in the City's water treatment process. It is particularly effective in treating raw water from Lake Somerville by neutralizing the electrical charges of suspended particles, causing them to bind together into larger particles that can be efficiently removed through the treatment and filtration process. Its use is essential to producing safe, high-quality drinking water.

ATTACHMENTS:

1. Bid Tabulation

FUNDING SOURCE:

Budgeted in the Water Treatment Plant's operating budget.

RECOMMENDATION:

Award Bid No. ITB 26-014 related to the purchase of polyaluminum chloride to Shrieve Chemical Company at $620.00 per liquid ton and authorize the Mayor to execute any necessary documentation.

ITB 26-014 Polyaluminum Chloride

Monday, July 6, 2026 2pm

BIDDERS	Bid Received Date/Time	UNIT PRICE PER LIQUID TON	EXTENDED PRICE	NOTES
Univar	7/6/26 11:30am	NB		
Pennco, Inc.	7/1/26	NB		
Shrieve Chemical Company	6/30/26	$620.00	$322,400.00	
USALCO	6/30/26	$811.20	$421,720.00	

City of BRENHAM

City Council Regular Meeting

AGENDA ITEM 6

Agenda Item: **Discussion and Presentation of the 1st and 2nd Quarter Economic Development Update**

Meeting Date: August 6, 2026

Department: Economic and Community Development

Staff Contact: Teresa Rosales, Director of Community & Economic Development

SUMMARY STATEMENT:

A report outlining Economic Development activities for the first six months of 2026.

ATTACHMENTS:

1. 1st and 2nd Qtr Economic Development Report

FUNDING SOURCE:

N/A

RECOMMENDATION:

No action required. Discussion only.

Brenham | Washington County
Economic Development

1st & 2nd Quarter Economic Development Report to Washington County Commissioner's Court

July 31, 2026

City of Brenham Building Permits

Month	Number	Valuation
Jan 2026	47	$ 4,964,994
Feb 2026	25[1]	$12,497,694
Mar 2026	37[2]	$42,308,573
Apr 2026	38	$ 3,564,670
May 2026	19	$ 1,499,020
Jun 2026	29[3]	$32,624,999

[1] Brenham Family Park - $4,136,965, Brenham Veterinary - $5,841,465
[2] CGG Services - $33,900,000
[3] Water Treatment Plant - $28,297,500

AKA's Washington County – 2026

Month	Number	YTD
January	25	25
February	23	48
March	22	70
April	22	92
May	13	105
June	24	129
Jan-Jun 2026		**129**

Electronic

- Website Analytics – YTD 1/1/2026 – 6/30/2026 = 10,765 users and 11,471 sessions
- Social Analytics (as of 6/30/2026)

2,198 Followers 428 Followers 137 Followers

Brenham Washington County
Economic Development

RFI's and other Leads Received, June 1 - 30th, 2026

Date	Project Name	Industry	Source	Eligible?	Due to	If eligible, complete information					
						Employees	CapEx	Avg Wage	Acreage	Building	Response
6/30/2026	Cheetah Run	Manufacturing	Gov	No	Wants 900 acres.						
6/29/2026	Mockingbird Call	Automotive Manufacturing	GBP	No	Interstate highway access within 10 miles; mid-sized city						
6/24/2026	Silver Cardinal	Metal Mining	GBP	No	Rail spur & siding required						
6/24/2026	Porch Light	General Manufacturing	GBP	Yes	Existing bldg in industrial park	5-15	$700,000	$55,000	N/A	8k sf	Submitted
6/24/2026	Build Strong	General Manufacturing	GBP	Yes	Land in SWIP	150-283	$92,600,000	$61,000	25	390k sf	Submitted
6/22/2026	Mockingbird	Energy	GHP	No	Must have existing 250k sf building and within 5 miles of I-45						
6/22/2026	Mule Kick	Small Arms Ammunition Manufacturer	GBP	No	Needs direct rail service						
6/18/2026	Switch	Electric Power Equipment Manufacturing	GHP	Yes	Land in SWIP	50-100	TBD			50k sf	Submitted
6/18/2026	Western Boots	Manufacturing of non-toxic materials	GHP	Yes	Land in SWIP	70	$100,000,000		20		Submitted
6/17/2025	Hematite Rock	Iron and steel mill	GHP	No	Needs deepwater port access and rail						
6/17/2026	Blue Barn	Fluid milk manufacturing	GHP	No	Requires existing food-grade manufacturing building - 80-300k sf						
6/16/2026	Jay Walk	Advanced manufacturing facility	GBP	No	Needs a $1 mill sq ft building to lease						
6/15/2026	Sushi	Industrial Real Estate Dev Firm	GHP	No	Close proximity to port and rail						
6/15/2026	Horizon Sun	Solar panel fabrication and manufacturing	GBP	No	Wants existing building of 270k s.f.						
6/11/2026	Quantum Physics	Petroleum Refining & Chemical Products	GBP	No	Prefers existing building and needs rail siding						
6/11/2026	Dracula Night	Information and Computer Technology	GBP	No	Must have interstate access within 10 miles						
6/2/2026	Zero Sugar	Information Technology	GBP	No	Data Center requiring evaporative cooling for server halls.						
Other Leads In Progress											
6/29/2026	Kona Cabinetry	Hawaiian cabinetry company moving to Brenham.	Direct	Yes	Provided lease info for SWIP property				5		
6/29/2026	Scaffolding Company	Australian mfg. co wants to buy plastic & injection molding company.	Direct	No							
6/2/2026	Confidential	Food Manufacturing	GBP	Yes	Prefer opportunity zone and 1 MW power; however, I did present 1 available property in the County.	550	$120,000,000		250		

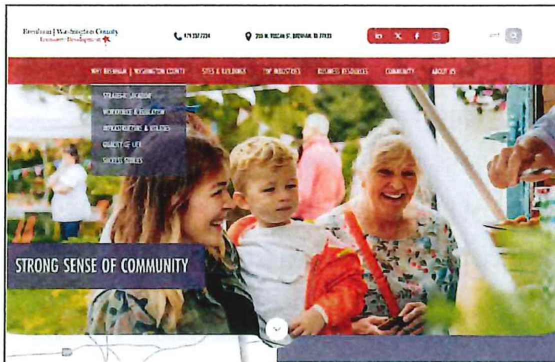
1ST/2ND QUARTER REPORT Jan - Jun 2026

Brenham | Washington County
Economic Development

Work Begins With Consultant on Updated BrehamED.com Website and Business Attraction For Newly Defined Target Industries

We are currently working with Marketing Alliance on a new website design that is fresher and focuses on the needs and wants of our targeted industries. The new website will include updated photos and videos to capture the growth of the community over the last five years.

Simultaneously, we are also working with them on connecting to site selectors that focus on BioMedical Supplies and Packaging, Ag-Tech and Animal Health and Value-Add Wood Products and Modular Housing Components. These are the three new industries identified in our five-year strategic plan and will join our existing industries of Advanced Food and Beverage Processing and Precision Metal and Equipment Manufacturing. Companies in these industries want a community that is confident about building its future while at the same time honoring its history.



One of several mockups being previewed for desktop layouts. We will ensure that the site is accessible via desktop and on mobile phones. In addition, we will ensure that it is WCAG compliant and has ADA accessibility.

What's in A Name?

Sometimes a name doesn't tell you much. That definitely applies when getting leads from the State of Texas or other sources. It's a standard practice when out-of-state companies reach out to the Texas Economic Development & Tourism Office, that they require confidentiality. Once they make their intentions of considering Texas as a potential viable place for their business, the Governor's office contacts municipalities and counties throughout the state to find out if we have a potential site to accommodate them. They cast a very wide net and they don't always provide a lot of information.

They usually share "must haves" - like x amount of acreage, or a certain existing building size. Sometimes they want close interstate highway access or maybe the availability of a rail spur. Some are large and some are small, but what they all have in common is a quirky project name.

I kept track of the project names received in the month of June, 2026 and I've shared a few below. We rarely know who is interested in the first look at our area.

Project Mockingbird

PROJECT BLUE BARN

Project Silver Cardinal

Project Jay Walk

Project Horizon Sun

Progress Continues On New Viridien US HPC Hub in SWIP

Construction has started on the new Viridien campus slated for the Southwest Industrial Park, one of two industrial parks in the City. The expected building size will be 40,300 square feet and should be complete at the end of 2027.

Viridien is committed to reducing their environmental impact through energy efficiency, emissions reduction and responsible resource management. As a geoscience technology company, Viridien produces leading data and high-fidelity images of the earth and its sub-surface mainly for the oil and gas industry. They employ about 3,200 people worldwide.

For questions about this project, Viridien has created a dedicated page on their website. If you Google "Viridien and Brenham" it will direct you to this page. If you prefer, you can email the Viridien team directly at brenham@viridiengroup.com.

1ST/2ND QUARTER REPORT Jan - Jun 2026

Brenham | Washington County
Economic Development

Entrepreneurship Initiatives Flourishing

Now available at Blinn College, two entrepreneurship programs:

Entrepreneurship AAS Degree

Entrepreneurship Certificate - Level 2

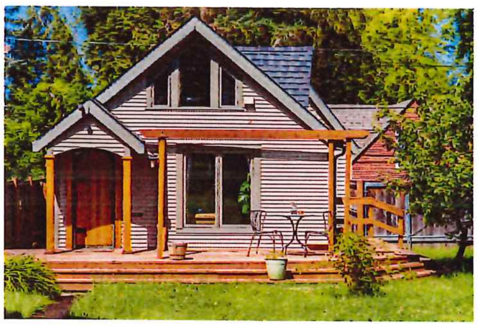
And starting in the Fall of 2026, their newest program:

Artificial Intelligence in Business AAS Degree

Artificial Intelligence in Business Certificate - Level 2

Get more information at BLINN.EDU

BLINN COLLEGE DISTRICT



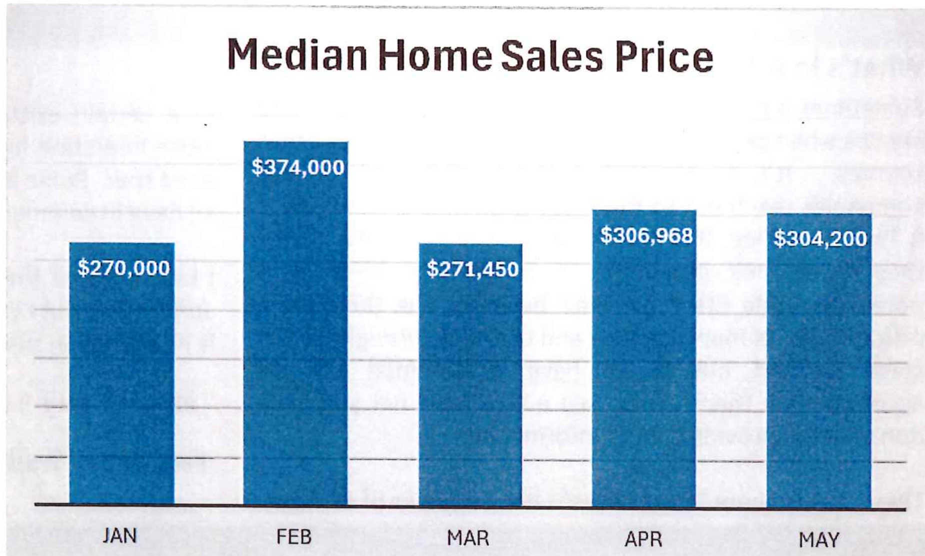
SCBOR
SOUTH CENTRAL BOARD OF REALTORS®

TEXAS REALTORS®

TEXAS A&M UNIVERSITY
Texas Real Estate Research Center

Washington County Median Home Sales Price Jan thru May 2026

Data used in this report comes from the Texas REALTORS Data Relevance Project, a partnership among the Texas Association of REALTORS and local REALTOR associations throughout the state. Analysis is provided through a research agreement with the Real Estate Center at Texas A&M University.



What's New?

The Shops at Blue Bell is a new project by Hunington Properties, Inc. They will begin marketing for retail development at this site at the corner of St. Hwy 36N and W.Blue Bell Rd/FM 577. The pads total a little over 6 acres, plus there will be a 13,000 square foot building available.

This project is directly outside of the DR Horton Liberty Village home development in Brenham.

For more information, go to www.hpiproperties.com.

City Council Regular Meeting

AGENDA ITEM 7

Agenda Item: **Public Hearing and Discussion to Consider Amending Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Allow an Accessory Dwelling Unit (ADU) in a Single-Family Residential (R-1) Zoning District on Approximately 0.68 Acres of Land Located at 1309 Hidden Creek Lane, and Further Described as Lot 3B, Block 1, Sycamore Hill Subdivision, in Brenham, Washington County, Texas (SPCUSE-26-0008)**

Meeting Date: August 6, 2026

Department: Development Services

Staff Contact: Shauna Laauwe, City Planner

SUMMARY STATEMENT:

Lachesha and Reginald Phillips, the property owners of the subject 0.68-acre tract located at 1309 Hidden Creek Lane, are requesting approval of a Specific Use Permit to construct an 18'x 30', 1-story (540 sq.ft.), detached accessory dwelling unit (ADU). The proposed detached ADU is intended to be utilized as either guest quarters or rental income. In addition to meeting the building codes and the requirements for structures and uses within the R-1 District, Section 10.02(4) of the Zoning Regulations lists six additional development standards for ADUs. As described in the attached Staff Report, the proposed ADU met or exceeded each of the additional development standards.

Staff finds that no adverse impacts to adjacent properties or surrounding area are anticipated due to the proposed compatible residential use, site plan, and compliance with the additional development standards.

On Monday, July 27, 2026, after conducting a Public Hearing, the Planning and Zoning Commission voted unanimously to recommend approval of the SUP request as presented in the Staff Report.

ATTACHMENTS:

1. Staff Report

FUNDING SOURCE:

N/A

RECOMMENDATION:

No action taken — discussion only.

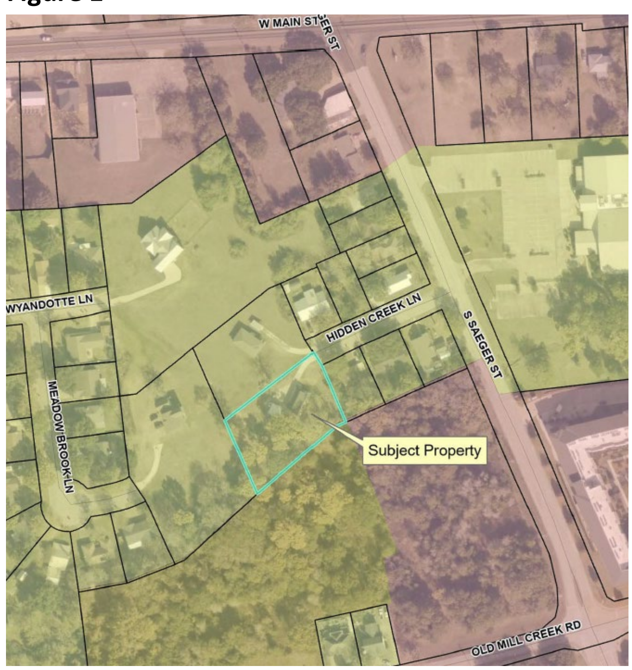
City of Brenham
Planning and Zoning Commission
Staff Report
July 27, 2026

CASE NUMBER SPCUSE-26-0008
1309 HIDDEN CREEK LANE
SPECIFIC USE PERMIT REQUEST – ACCESSORY DWELLING UNIT

STAFF CONTACT:	Shauna Laauwe AICP, City Planner
APPLICANT/OWNER:	Lachesha and Reginal Phillips
ADDRESS/LOCATION:	1309 Hidden Creek Lane
LEGAL DESCRIPTION:	Lot 3B, Block 1, Sycamore Hill Subdivision
LOT AREA:	29,490 square feet, approximately 0.68-acres
ZONING DISTRICT/USE:	R-1 Single-Family Residential District (Exhibit B)
FUTURE LAND USE:	Single-Family Residential District (Exhibit C)
REQUEST:	A request for a Specific Use Permit to allow a proposed Accessory Dwelling Unit (ADU) in a R-1 Single-Family Residential Zoning District (Exhibit B).

BACKGROUND:

Figure 1

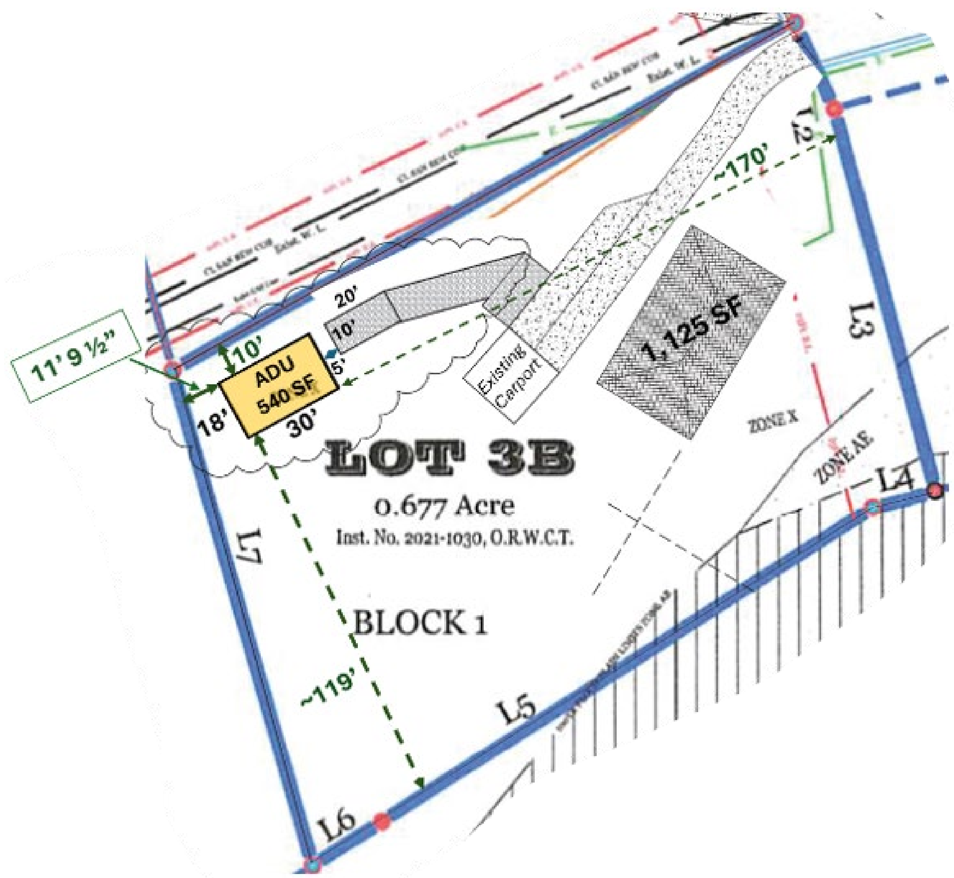


The subject property is addressed as 1309 Hidden Creek Lane, that is at the southwest terminus of Hidden Creek Lane. In general, Hidden Creek Lane is located on the west side of South Saeger Street, south of West Main Street and north of Old Mill Creek Road. The subject property is a 29,490 square foot (0.68-acre) lot owned by Lachesha and Reginal Phillips. The subject property is developed with a 1,125 square foot single-family dwelling, accessory carport, and patio area that was constructed in 2024. As shown in Figure 1, the subject and adjacent properties are currently zoned R-1, Single-Family Residential District and developed with single-family dwelling units. The subject property and existing principal structure conforms to the R-1 regulations and meets or exceeds the required front, rear, and side yard setbacks for a single-family home. As shown in Figure 1 and the site plan in Figure 2, the existing principal home is positioned near the east property line and at an angle towards Hidden Creek Lane. The applicants would like to build an accessory dwelling unit (ADU) on their property.

The applicants propose to construct an 18-foot by 30-foot (540 SF) ADU structure on the northeast side of the subject property. The proposed ADU would be approximately 75-feet to the southwest from the principal structure, 10-feet from the north side property line and nearest adjacent neighbor, approximately 170-feet from the east (front) property line at the closest point, and 35-feet from the existing carport. The applicant states that the ADU will be of similar construction of the principal structure, with a pier and beam foundation, an exterior building material consisting of hardy siding, composite roof shingles, and a pitched roof with a maximum building height of approximately 15-feet 11-inches (See Figure 4). The proposed floor plan, as shown in Figure 3, would comprise two bedrooms, one bathroom, and an open living and kitchen area. The subject property currently has an elongated one-lane driveway off Hidden Creek Lane and 2-car carport that accommodates approximately six (6) total vehicles. As shown on the site plan, the applicants have provided a separate 10'x20' parking space as required for the proposed ADU.

The R-1 District allows accessory dwelling units (ADUs) with prior approval of a Specific Use Permit (SUP). Thus, the applicant and property owner are seeking a SUP for construction of a 540 square foot accessory dwelling unit on this 0.68-acre tract of land in a R-1, Single-Family Residential Use District.

Figure 2



2

Figure 3

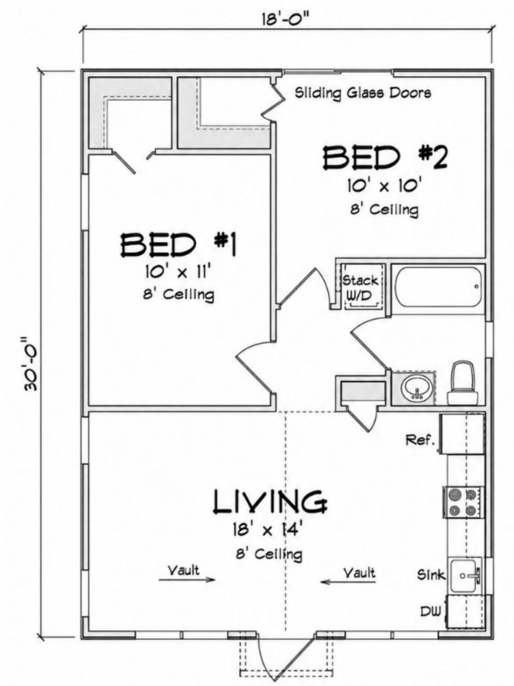


Figure 4

ANALYSIS OF CITY OF BRENHAM ZONING POLICIES:

The purpose of zoning policies is to provide guidelines for considering future amendments to the zoning ordinance (Part 1, Section 4 of Appendix A – "Zoning" of the Brenham Code of Ordinances). They are as follows:

(1) The city's zoning should recognize and seek to preserve the small-town attributes that make Brenham a special place for its citizens to live, work and play.

The subject property is a 29,490 square foot (0.68-acre) lot that is located on the southwest terminus of Hidden Creek Lane. In general, Hidden Creek Lane is located on the west side of South Saeger Street, south of West Main Street and north of Old Mill Creek Road. The subject property, and all adjacent properties are located within an R-1, Single-Family Residential District. The subject property and adjacent properties to the east and west are developed as single-family homes within the Meadowbrook Subdivision that were predominately built in the 1980s. Further to the south, on the northwest corner of S. Saeger Street and Old Mill Creek is a large undeveloped vacant tract that is zoned R-2, Mixed Residential District and B-1, Local Business, Mixed Residential District. Blinn College is located to the southeast of the subject property, across S. Saeger Street and south of Old Mill Creek Road. Lastly, to the north along W. Main Street, is zoned B-1, Local Business Mixed Residential District and developed primarily as business and residential homes.

The applicant is requesting a SUP to allow for the construction of a 30' x 18' (540 square feet), one-story detached accessory structure near the northeast property line of the subject lot. The allowance and standards for ADUs were adopted within the Zoning Regulations with Ordinance No. O-19-012 that was approved on March 7, 2019. The adopted regulations allow any homeowner

living in the R-1 District to build an ADU with prior approval of a Specific Use Permit and a building permit. Any homeowner or business owner located in an R-2 or B-1 zoning district may build an ADU with a building permit. Section 10.02(4) of the Zoning Regulations lists additional development standards that pertain to ADUs:

a) Should the primary use be a single-family dwelling, the property owner's primary residence shall be the single-family dwelling or ADU.

The property owner plans to reside in the principal home and proposes to utilize the ADU as either a guest house or rental income.

b) An ADU must be designed and constructed in keeping with the general architecture and building material of the principal structure.

The proposed addition will be in the same general architecture style and building material of the principal structure.

c) An attached ADU shall be subject to the regulations affecting the principal structure. A detached ADU shall have side yards of not less than the required side yard for the principal structure and rear yards of not less than ten (10) feet.

The proposed ADU meets or exceeds the rear and side yard setback requirements with a rear yard setback of 11'- 9 ½ ", a north side yard setback of 10-feet and an south side yard setback of approximately 119-feet.

d) One (1) on-site parking space, located to the side or rear of the primary structure, shall be provided for the ADU in addition to the required parking for the principal structure.

The subject property is required to have two (2) parking spaces for the principal home and one (1) dedicated parking space for the ADU. The subject site has a two-car carport and an elongated 10-foot x 102-foot driveway that combined, accommodates approximately 6 vehicles. The applicant has also provided an additional 10-foot x 20-foot dedicated parking space for the ADU that is located east of the ADU and west of the principal home.

e) The maximum habitable area of an ADU is limited to either one-half (1/2) of the habitable area of the principal structure, or one thousand (1,000) square feet, whichever is smaller.

The principal structure is 1,125 square feet in area and the proposed ADU is 540 square feet, less than ½ of the habitable area of the principal structure.

f) ADUs shall not be HUD-code manufactured home or mobile home.

The proposed ADU will not be a HUD-code manufactured home or mobile home.

The SUP process allows staff to identify additional land uses, which may be appropriate in special circumstances. The proposed ADU is to be used as either guest quarters or for rental income. The subject property is a large 0.68-acre lot, that allows for the proposed ADU to have ample setbacks from adjacent properties. The site plan provided by the applicant indicates that the ADU will be approximately 170-feet from Hidden Creek Lane, 10-feet from the north property line shared with the nearest adjacent neighbor at 1307 Hidden Creek Lane, and 11'- 9 ½ " from the rear yard property line of the rear yard of the adjacent neighbor at 209 Meadow Brook. The proposed development complies with the development standards for accessory dwelling units, and the SUP request promotes the initiatives of the housing task force.

(2) The city's zoning should be guided by the future land use plan and other applicable guidelines found

in the Comprehensive Plan.

The future land use map portion of the Historic Past, Bold Future 2040 Comprehensive Plan suggests the subject property and the area to the north and south of Hidden Creek Lane, west of S. Saeger Street to Old Mill Creek Road is envisioned as single-family use (Exhibit "C"). Properties further north, along W. Main Street are envisioned as Corridor Mixed-Use, while properties to the east, across S. Saeger Street, are envisioned as commercial and institutional (Blinn College). The subject property and the surrounding properties are developed as single-family homes with the area transitioning to mixed commercial and residential uses to the south along W. Main Street. The requested SUP would not deter from the envisioned use. Staff finds that the proposed request aligns with the goals and land use policies established in the Comprehensive Plan.

(3) The city's zoning should be designed to facilitate the more efficient use of existing and future city services and utility systems in accordance with the Comprehensive Plan.

The subject property has existing utilities available along Hidden Creek Lane, as well as water, gas, and sewer lines within a 10-foot easement along the north property line. ADUs are an opportunity to increase density in a compatible manner within a residential area as they do not require additional infrastructure to be built to accommodate the new dwelling unit.

(4) The city's zoning should be organized and as straight forward as possible to minimize use problems and enforcement problems.

The proposed SUP, if approved, will be reflected on the City of Brenham zoning map available for citizen viewing on the City of Brenham homepage.

(5) The city's zoning process should be fair and equitable, giving all citizens adequate information and the opportunity to be heard prior to adoption of zoning amendments.

Property owners within 200 feet of the project site were mailed notifications of this request on July 16, 2026, and the Notice of Public Hearing was published in the Brenham Banner on July 16, 2026. As of July 21, 2026, Staff have received no written citizen comment forms regarding the proposed ADU. Any public comments submitted to staff will be provided in the Planning & Zoning Commission and City Council packets or during the public hearing.

(6) The city's zoning should ensure that adequate open space is preserved as residential and commercial development and redevelopment occur.

If approved, the property will be required to adhere to the regulations of the R-1 District to include the accessory dwelling unit development standards, minimum building setbacks and maximum impervious coverage requirements. The applicant has submitted a site plan (Exhibit D) which shows the proposed location of the ADU. As noted previously, both the principal home and the ADU meet or exceed all R-1 setback requirements. The subject property has a lot size of 29,490 square feet and is larger in area than the single-family residential lots located within the Meadow Brook Subdivision to the east along Hidden Creek Lane. The subject property is one of four large residential lots of the Sycamore Hill Subdivision that is located between Meadow Brook Lane to the west and Hidden Creek Lane to the east that are part of the Meadow Brook Subdivision. It is unknown why the connection between the two sides of the neighborhood were not completed as the Meadow Brook Subdivision plats were completed in 1988, while the Sycamore Hill Subdivision was platted in 2021. The existing principal structure is 1,125 square feet and the proposed ADU is

540 square feet, for a total living space of 1,665 square feet on the subject property. While not including the driveways and covered porches, the impervious cover of the subject property is far less than the maximum lot coverage of 55 percent allowed within the R-1 District. Staff finds that the site development requirements will ensure that adequate open space is preserved on the subject property.

(7) The city's zoning should ensure Brenham's attractiveness for the future location of business and housing by preserving an attractive and safe community environment in order to enhance the quality of life for all residents.

Staff finds that the requested land use is appropriate in this location given the existing development in the vicinity and conformance with the City's adopted Comprehensive Plan and Future Land Use Plan.

(8) The city's zoning ordinance should preserve neighborhood culture by retaining and promoting land uses consistent with the community's plan for the development and/or redevelopment of its neighborhoods.

The subject property and all surrounding properties are located within an R-1 District. The Future Land Use Map, as part of the Comprehensive Plan adopted in September 2019, envisions the subject property as single-family residential. The subject property, adjacent properties, and surrounding area to the west and east are currently developed as single-family uses. To the north, along W. Main Street and to the south of Old Mill Creek Road is zoned B-1, Local Business Mixed Residential district. The properties along W. Main Street are primarily neighborhood commercial with single-family residences, while the property on the northeast and south intersections of S. Saeger and Old Mill Creek are primarily developed as Blinn College.

The surrounding single-family properties on Hidden Creek Lane consist of different home types to include hardy plank craftsman homes and brick ranch style homes built from the 1940-1980s. There is an existing ADU located at 1307 Hidden Creek Lane, adjacent to this property. Staff finds that the proposed ADU is consistent with the land use policies established in the Comprehensive Plan and the existing neighborhood culture.

(9) The city's zoning should protect existing and future residential neighborhoods from encroachment by incompatible uses.

Staff finds that approval of the proposed SUP to allow for further development of the property with an ADU will promote the orderly development of the community. This request, to allow a proposed 18' x 30' (540 square foot) detached accessory structure to be located on the northwest portion of the 29,490 square foot lot, will not adversely affect health, safety, morals, or general welfare of properties in the general vicinity or the community in general.

(10) The city's zoning should assist in stabilizing property values by limiting or prohibiting the development of incompatible land uses or uses of land or structures which negatively impact adjoining properties.

Staff finds that the proposed development will not have an adverse effect on the surrounding area and will be compatible with anticipated uses surrounding this property. The proposed ADU will meet the architectural character of the existing home and the adjoining properties. The proposed

structure meets the development standards set forth in the zoning ordinance and is proposed to be in character with both the principal structure and nearby residential properties. If approved, the applicant is required to submit a building permit for the ADU showing that it meets all applicable building and fire code requirements.

(11)The city's zoning should make adequate provisions for a range of commercial uses in existing and future locations that are best suited to serve neighborhood, community, and regional markets.

If approved, the proposed SUP will allow for the construction of a two-bedroom, 540 square foot ADU that will be utilized as guest quarters or rental income. Commercial districts are located to the north along W. Main Street, and to the south along Old Mill Creek Road. While W. Main Street is mostly developed, vacant commercial property is available for future development. Staff finds that the proposed SUP, if approved, will not negatively affect vacant land classified for commercial uses.

(12)The city's zoning should give reasonable accommodation to legally existing incompatible uses, but it should be fashioned in such a way that over time, problem areas will experience orderly change through redevelopment that gradually replaces the nonconforming uses.

The property is currently developed as a single-family home within an R-1, Single-Family Residential District. The existing principal structure was built in 2024 and according to documents provided, appears to be in conformance with all the of the zoning requirements in terms of lot size, setbacks and uses.

(13)The city's zoning should provide for orderly growth and development throughout the city.

Staff finds that approval of the proposed SUP will allow for orderly growth and development in the general vicinity and throughout the city.

STAFF RECOMMENDATION:

Staff recommends ***approval*** of a Specific Use Permit to allow a detached accessory dwelling unit to be located within a R-1 Mixed Residential Use Zoning District for the subject 0.68-acre tract of land that is located at 1309 Hidden Creek Lane and legally described as Lot 3B, Block 1 of the Sycamore Hill Subdivision.

EXHIBITS:

A. Aerial Map
B. Zoning Map
C. Future Land Use Map
D. Site Plan
E. Floor Plan & Elevations
F. Site photos

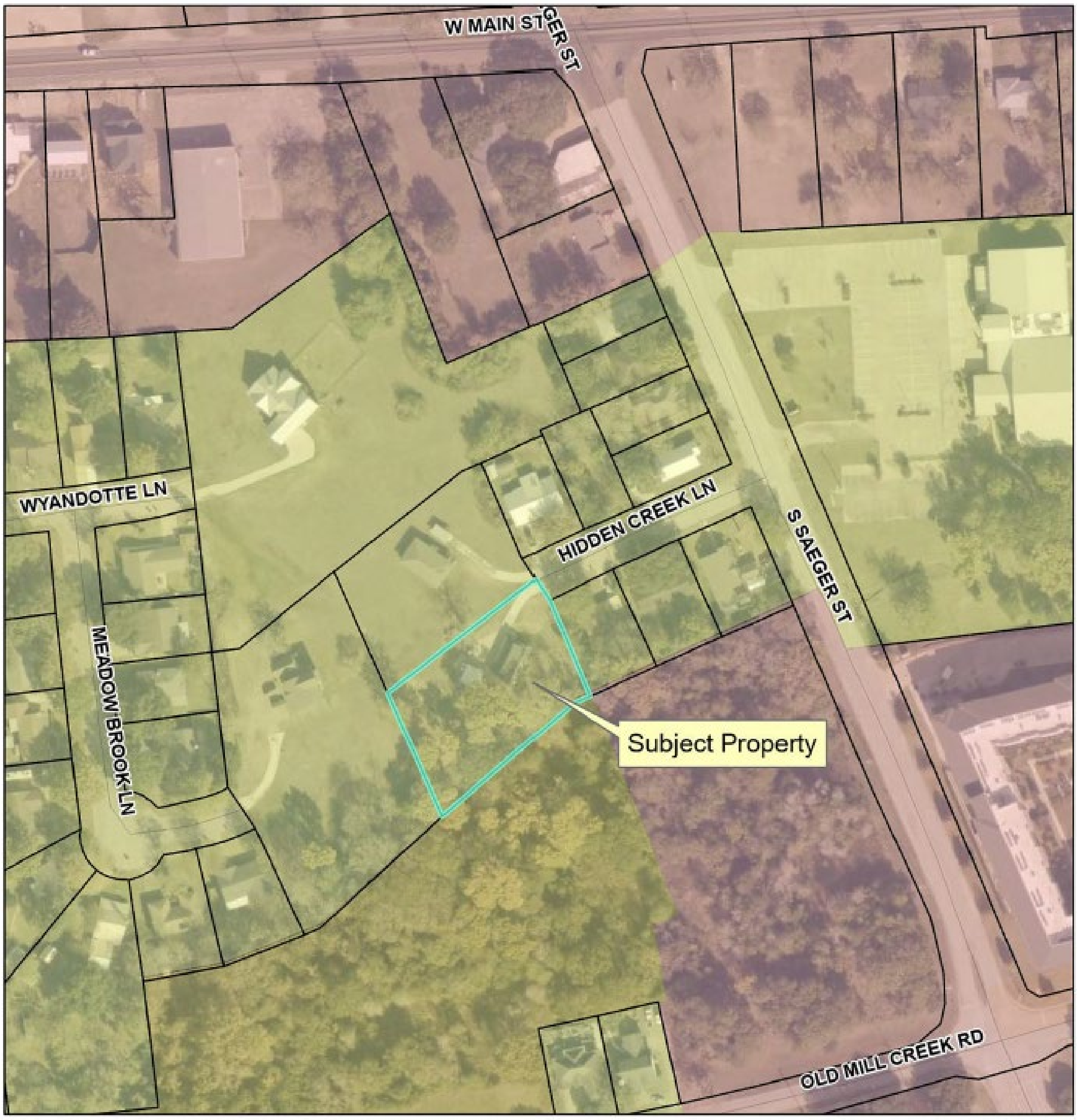
EXHIBIT “A”
LOCATION MAP

Location Map
Specific Use Permit - ADU in R-1 District
1309 Hidden Creek Lane

City of BRENHAM

8

EXHIBIT "B"
ZONING MAP



Zoning Map
Specific Use Permit - ADU in R-1 District
1309 Hidden Creek Lane

N

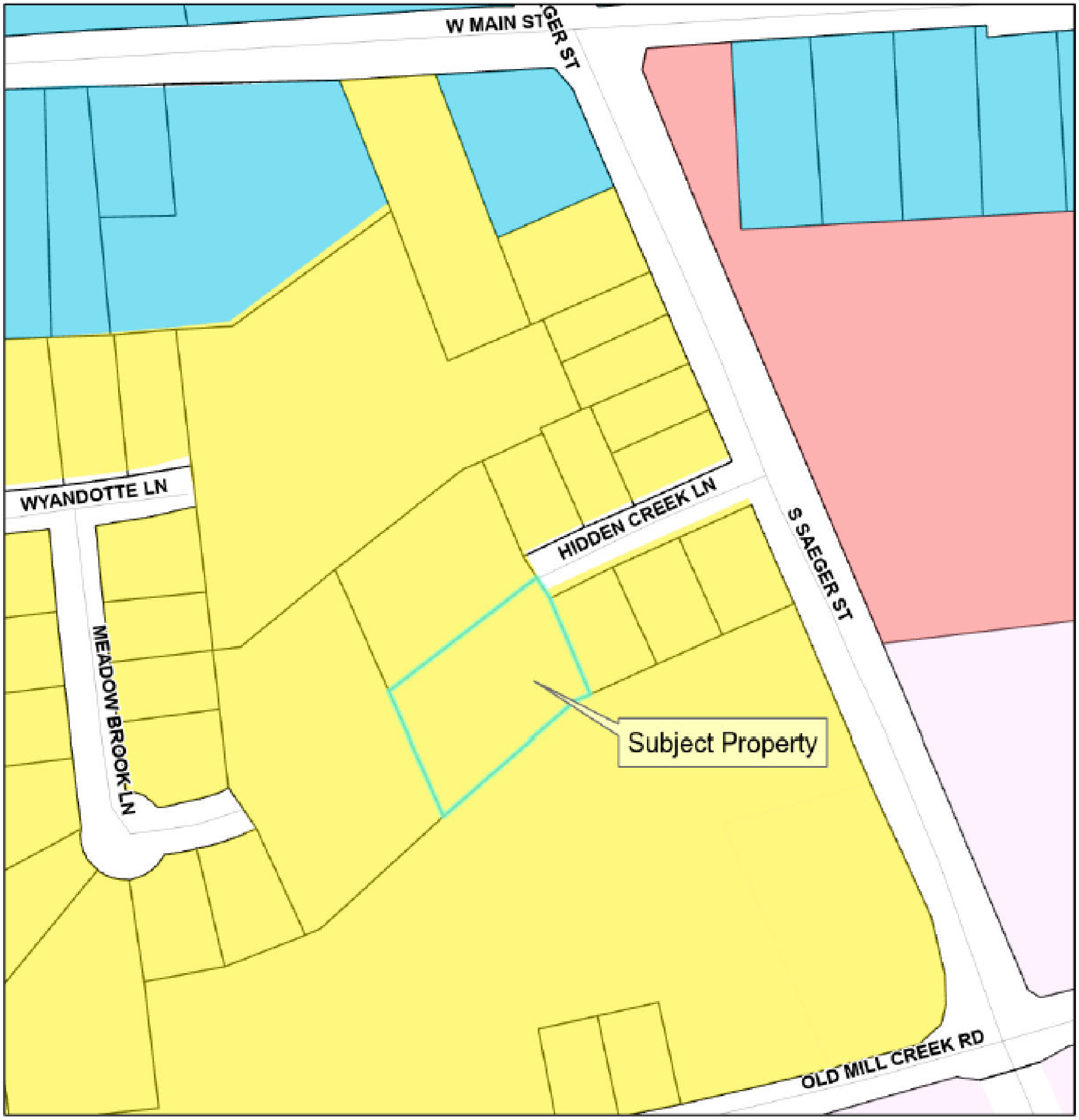
Feet
0 40 80 160

Legend

Zoning
- B1 Local Business Mixed
- B2 Commercial Research and Technology
- R1 Residential Single Family
- R2 Mixed Residential

City of BRENHAM

EXHIBIT "C"
FUTURE LAND USE MAP



Future Land Use Map
Specific Use Permit - ADU in R-1 District
1309 Hidden Creek Lane

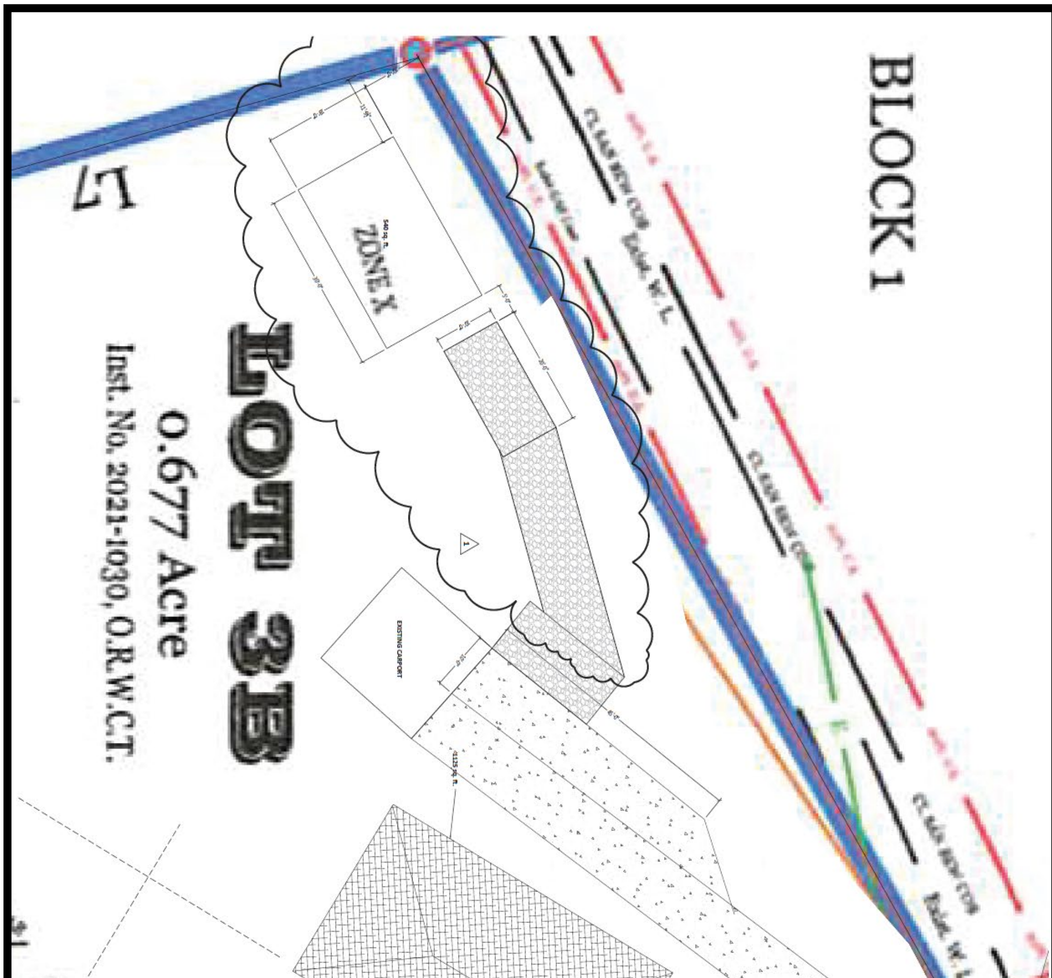
Future Land Use Plan
FLU_FINAL
- Single Family Residential
- Corridor Mixed Use
- Local Public Facilities
- Commercial

N

Feet
0 40 80 160

City of BRENHAM

EXHIBIT "D"
PROPOSED SITE PLAN



11

EXHIBIT "E"
FLOOR PLAN AND ELEVATIONS

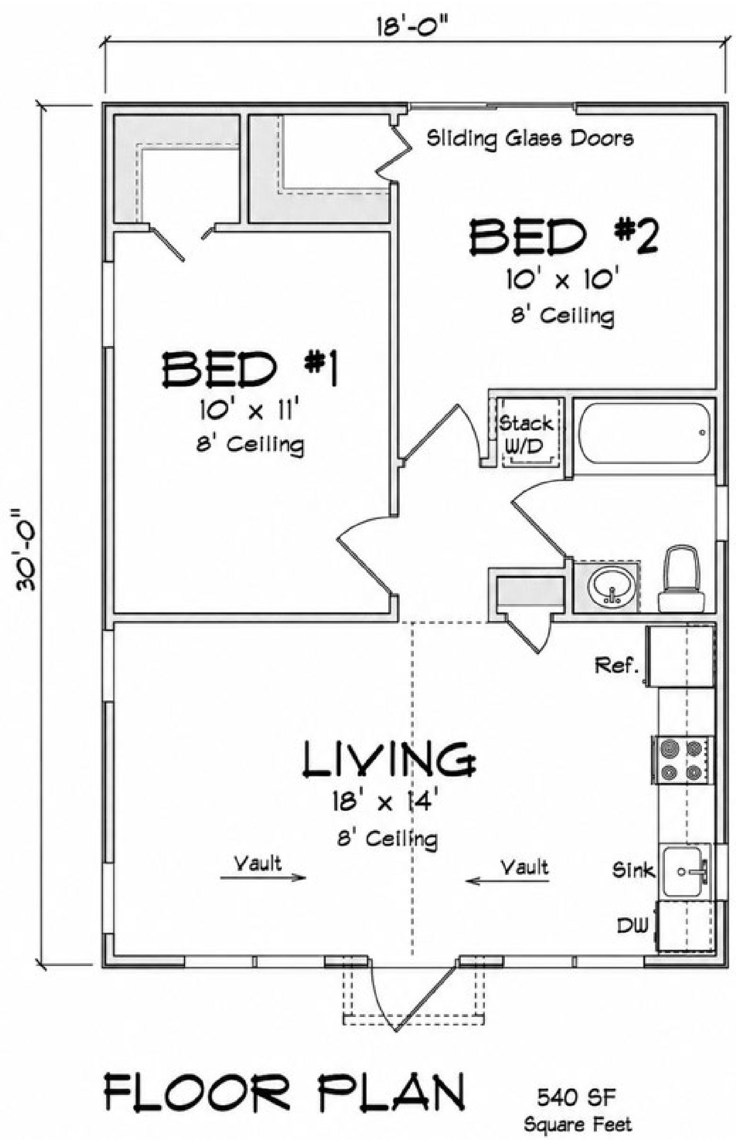


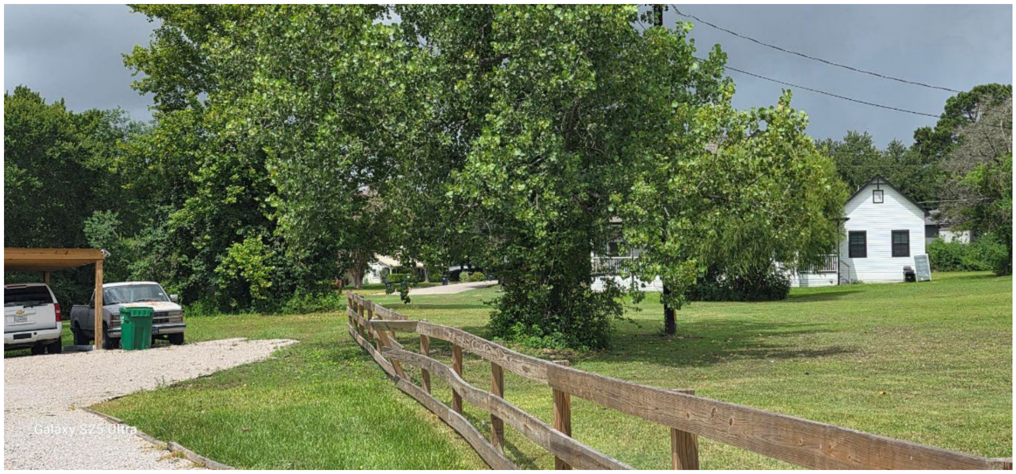
EXHIBIT "E"
FLOOR PLAN & ELEVATIONS

Exterior Front Elevation of Proposed ADU

EXHIBIT "F"
SITE PHOTOS

Subject Property- 1309 Hidden Valley Lane

North property line- Proposed ADU to the rear near tree line.



Northwest property line and proximity to adjacent neighbors at 209 Meadowbrook

1307 Hidden Valley Lane: Adjacent to the north, ADU approved in February 2026.

Hidden Valley Lane looking east towards S Saeger Street.
Single-Family homes. Grace Community Church directly across S. Saeger Street.

City Council Regular Meeting

AGENDA ITEM 8

Agenda Item: **Submission of, Discussion, and Possible Action Regarding the No-New-Revenue Tax Rate, Voter-Approval Tax Rate, and Proposed Tax Rate for the 2026 Tax Year, and Take Record Vote on Proposed Tax Rate and Meeting Date for Final Adoption of Tax Rate**

Meeting Date: August 6, 2026

Department: Finance

Staff Contact: Julie Flagg, Chief Financial Officer

SUMMARY STATEMENT:

The City is proposing to adopt a tax rate of $0.4750 per $100 valuation. The maintenance and operations (M&O) property tax rate will increase by less than one cent to the No-New-Revenue M&O rate of $0.3330 per $100 valuation and the interest and sinking (I&S) rate will remain unchanged at $0.1420 per $100 valuation.

The City is proposing to adopt a total tax rate (M&O and I&S) of $0.4750 for FY2026-27. The proposed tax rate is less than the Voter-Approval rate of $0.5108, so no election will be necessary. However, the proposed tax rate is higher than the No-New-Revenue Rate of $0.4669, which requires us to hold a public hearing before the tax rate is adopted.

The attached memo provides additional details on the FY2026-27 Certified Values and the Proposed Tax Rate.

ATTACHMENTS:

1. Memo from CFO Julie Flagg

FUNDING SOURCE:

N/A

RECOMMENDATION:

I move that a property tax rate of $0.4750 per $100 valuation be considered by the governing body on the agendas of the September 3, 2026 and September 17, 2026 Brenham City Council meetings.

MEMORANDUM

To: Mayor, Council, and Interim City Manager

From: Julie Flagg
Chief Financial Officer

Subject: Proposed Property Tax Rate for FY2026-27

Date: July 29, 2026

Developing an annual budget and adopting a property tax rate to support that budget must be accomplished in compliance with property tax code, local government code, and City Charter. The City of Brenham follows legislative guidelines to ensure transparency for the citizens of Brenham.

City of Brenham Certified Values for 2026 Tax Year

On July 21, 2026, the City received the certified tax roll from the Washington County Appraisal District. Total Certified Values for the 2026 tax year (FY2026-27) are $2,737,964,186, which is an increase of $19,836,192, or 0.73%, from the final 2025 tax year (FY2025-26) values of $2,718,127,994. Some items to note regarding the 2026 valuation:

- New properties with a taxable value of $43,744,635 were added in the current year. The total tax revenue at the proposed tax rate from these new properties is $207,787 ($145,670 in M&O revenue and $62,117 in I&S revenue).
- New exemptions of $50,203,810 were granted in the current year. The majority of the new exemptions were due to the increase in business personal property exemption under Texas House Bill 9. The increase in business personal property exemptions totaled $45,747,530, which represents a loss of $217,301 in revenue ($152,339 in M&O revenue and $64,962 in I&S revenue).
- Property values with tax ceilings for residential homestead property owners over 65 and disabled persons total $438,214,839, or 16% of the total Certified Value. There are 1,725 properties with tax ceilings, which represent 31% of the total single family residence properties. The difference between the actual taxes to be paid on these properties of $1,560,393 and the tax at the proposed tax rate of $2,081,520 is lost revenue of $521,127 ($365,337 in M&O revenue and $155,790 in I&S revenue).

City of Brenham Proposed Tax Rate for FY2026-27

The required tax rate calculations were performed, with the rates listed in the table below. The City is proposing to adopt a total tax rate of $0.4750 for FY2026-27, which consists of the No-New-Revenue M&O Rate of $0.3330 and the existing I&S Rate of $0.1420. The total rate is an increase of $0.0074, or less than one cent, over the current rate of $0.4676. This proposed tax rate supports the proposed budget that was presented on July 20, 2026.

The proposed rate is less than the Voter-Approval Rate of $0.5108, so no election will be necessary. However, the proposed rate is higher than the No-New-Revenue Rate of $0.4669 which requires us to hold a public hearing before the tax rate is adopted. The No-New-Revenue Rate is the tax rate that would produce the same amount of tax revenue if applied to the same properties taxed in both years.

Tax Rate Comparison		
	FY26-27 PROPOSED	FY25-26 ADOPTED
Property Tax Rate	$ 0 .4750	$ 0 .4676
Voter-Approval Tax Rate	$ 0 .5108	$ 0 .4802
No-New-Revenue Tax Rate	$ 0 .4669	$ 0 .4691
No-New-Revenue M&O Rate	$ 0 .3330	$ 0 .3256
M&O Tax Rate	$ 0 .3330	$ 0 .3256
Debt Tax Rate	$ 0 .1420	$ 0 .1420

Property Tax Rate	M&O	I&S (Debt)	Total
Current Tax Rate	$ 0.3256	$ 0.1420	$ 0.4676
Proposed Tax Rate	$ 0.3330	$ 0.1420	$ 0.4750
Increase/(Decrease)	$ 0.0074	$ 0.0000	$ 0.0074

Below is a comparison chart showing the average homestead taxable value for the tax year 2025 (FY26) versus tax year 2026 (FY27), and the total change in taxes. For the average homestead taxable value, taxes would increase $25.08, or 1.87%. The total tax levy on all properties would increase by $284,309, or 2.33%.

Comparison Table	Tax Year		Change	
	2025 (FY26)	2026 (FY27)	Dollar	Percent
Total Tax Rate (per $100 of value)	$ 0.4676	$ 0.4750	$ 0.0074	1.58%
Average Homestead Taxable Value	$ 286,168	$ 286,990	$ 822	0.29%
Tax on Average Homestead	$ 1,338.12	$ 1,363.20	$ 25.08	1.87%
Total Tax Levy on All Properties	$ 12,199,508	$ 12,483,817	$ 284,309	2.33%

Council Action

Although not required by Tax Code, we recommend that Council take a RECORD vote to place an item to adopt the proposed property tax rate on agendas of future meetings. The motion for the vote should be made as follows:

"I move that a property tax rate of $0.4750 per $100 valuation be considered by the governing body on the agendas of the September 3, 2026 and September 17, 2026 Brenham City Council meetings."

City Council Regular Meeting

AGENDA ITEM 9

Agenda Item: **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Allow an Accessory Dwelling Unit (ADU) in a Single-Family Residential (R-1) Zoning District on Approximately 0.68 Acres of Land Located at 1309 Hidden Creek Lane, and Further Described as Lot 3B, Block 1, Sycamore Hill Subdivision, in Brenham, Washington County, Texas (SPCUSE-26-0008)**

Meeting Date: August 6, 2026

Department: Development Services

Staff Contact: Shauna Laauwe, City Planner

SUMMARY STATEMENT:

This is an accompanying item to Public Hearing Item #6 for a proposed 540 square foot Accessory Dwelling Unit to be located on a subject 0.68-tract located at 1309 Hidden Creek Lane, in order to further discuss and possibly act upon the first reading of the Ordinance amending Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit.

Lachesha and Reginald Phillips, the property owners of the subject 0.68-acre tract located at 1309 Hidden Creek Lane, are requesting approval of a Specific Use Permit to construct an 18'x 30', 1-story (540 sq.ft.), detached accessory dwelling unit (ADU). The proposed detached ADU is intended to be utilized as either guest quarters or rental income. In addition to meeting the building codes and the requirements for structures and uses within the R-1 District, Section 10.02(4) of the Zoning Regulations lists six additional development standards for ADUs. As described in the attached Staff Report, the proposed ADU met or exceeded each of the additional development standards.

Staff finds that no adverse impacts to adjacent properties or surrounding area are anticipated due to the proposed compatible residential use, site plan, and compliance with the additional development standards.

On Monday, July 27, 2026, after conducting a Public Hearing, the Planning and Zoning Commission **voted unanimously to recommend approval** of the SUP request as presented in the Staff Report.

ATTACHMENTS:

1. Ordinance on its First Reading

FUNDING SOURCE:

N/A

RECOMMENDATION:

Approve an Ordinance on its first reading amending Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to allow an Accessory Dwelling Unit (ADU) in a Single-Family Residential (R-1) Zoning District on approximately 0.68 Acres of Land located at 1309 Hidden Creek Lane, and further described as Lot 3B, Block 1, Sycamore Hill Subdivision, in Brenham, Washington County, Texas (SPCUSE-26-0008).

ORDINANCE NO. _____________

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF BRENHAM GRANTING A SPECIFIC USE PERMIT TO ALLOW AN ACCESSORY DWELLING UNIT (ADU) USE IN AN R-1 SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT ON APPROXIMATELY 0.68 ACRES OF LAND ADDRESSED AS 1309 HIDDEN CREEK LANE, BEING FURTHER DESCRIBED AS SYCAMORE HILL SUBDIVISION, BLOCK 1, LOT 3B, IN BRENHAM, WASHINGTON COUNTY, TEXAS.

WHEREAS, Lachesha and Reginald Phillips, the owners of the 0.68 acres of land generally located on the west side of South Saeger Street and addressed as 1309 Hidden Creek Lane, being further described as Sycamore Hill Subdivision, Block 1, Lot 3B, in Brenham, Washington County, Texas (the "Property"), have requested that the Property be issued a Specific Use Permit for an Accessory Dwelling Unit; and

WHEREAS, the City of Brenham has adopted Appendix A – "Zoning" of the City of Brenham Code of Ordinances, as amended, which divides the City of Brenham into various zoning districts; and

WHEREAS, Appendix A – "Zoning" of the City of Brenham Code of Ordinances authorizes the City Council to grant specific use permits for specific uses within the various zoning districts; and

WHEREAS, at least ten (10) days after publication in the official newspaper of the City of the time and place of a public hearing and at least ten (10) days after written notice of that hearing was mailed to the owners of land within two hundred feet of the Property in the manner required by law, the Planning and Zoning Commission held a public hearing on the requested Specific Use Permit; and

WHEREAS, this amendment was recommended unanimously for approval by the Brenham Planning and Zoning Commission during its regular meeting on July 27, 2026; and

WHEREAS, the City Council desires to approve this Ordinance granting the specific use permit, as described herein below; and

WHEREAS, at least fifteen (15) days after publication in the official newspaper of the City of the time and place of a public hearing for the requested rezoning, the City Council held the public hearing for the requested Specific Use Permit, and the City Council considered the final report of the Planning and Zoning Commission;

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

SECTION 1. The Official Zoning Map of the City of Brenham is hereby amended to grant a Specific Use Permit for an Accessory Dwelling Unit (ADU), more particularly described in Exhibit “B”, in an R-1 Single-Family Residential use zoning district on approximately 0.68-acres of land addressed as 1309 Hidden Creek Lane, being further described as Sycamore Hill Subdivision, Block 1, Lot 3B, in Brenham, Washington County, Texas, said 0.68 acres of land being shown on Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 2. A building permit shall be applied for and secured within six (6) months from the time of granting the Specific Use Permit; provided, however, that the City may authorize an extension of this time upon recommendation by the Planning and Zoning Commission.

SECTION 3. Upon holding a properly notified public hearing, the City Council may amend, change, or rescind the Specific Use Permit granted by this Ordinance if:

a. There is a violation and conviction of any of the provisions of this Ordinance, or any ordinance of the City of Brenham, that occurs on the Property;

b. The premises, or Property, used pursuant to the Specific Use Permit granted by this Ordinance are enlarged, modified, structurally altered, or otherwise significantly changed unless a separate Specific Use Permit is granted for such enlargement, modification, structural alteration, or change;

c. As otherwise permitted by law and/or Brenham’s Zoning Ordinance, as it exists or may be amended.

SECTION 4. This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas.

PASSED and APPROVED on its first reading this the _____ day of August 2026.

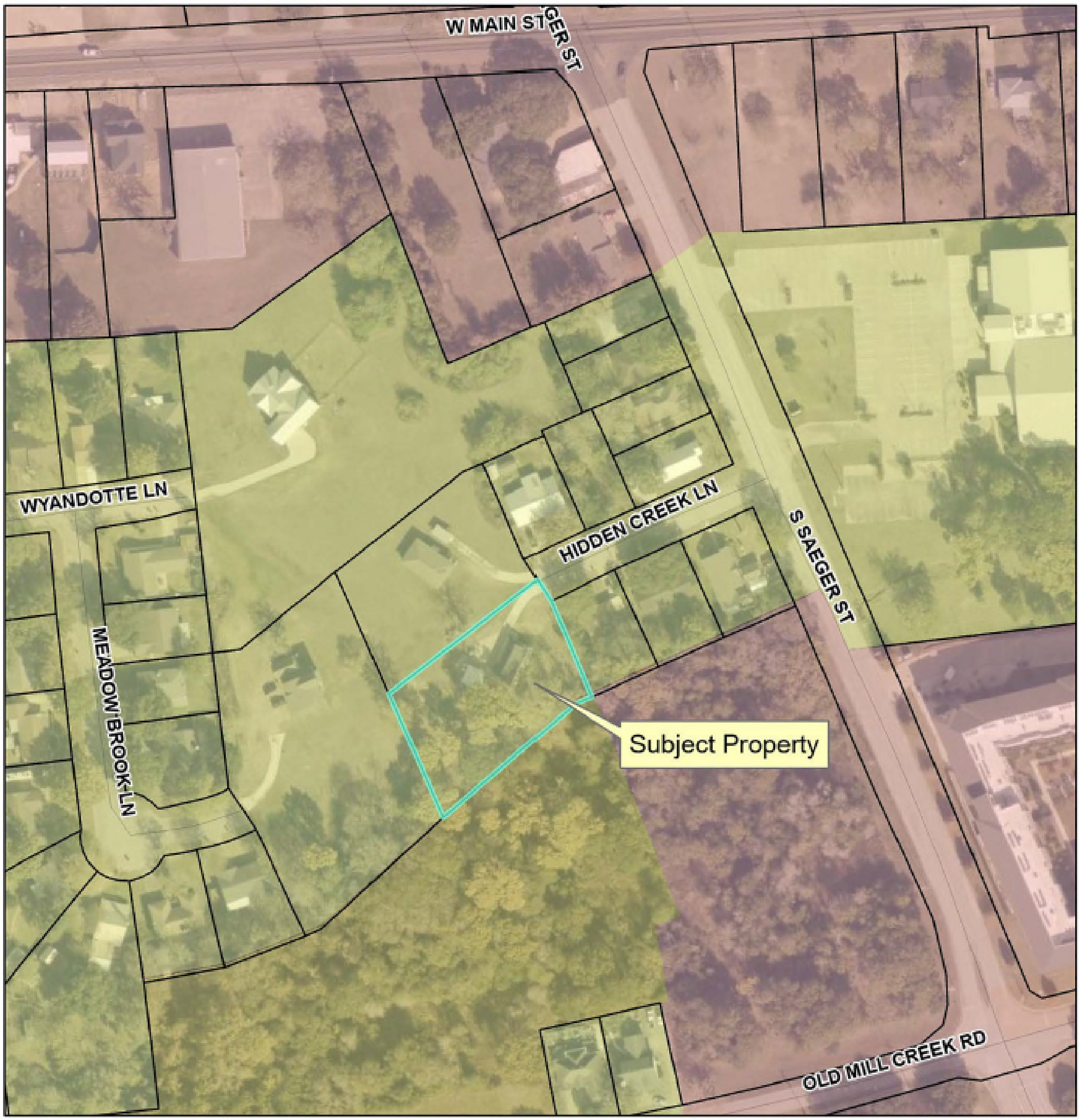
PASSED and APPROVED on its second reading this the _____day of August 2026.

____
Atwood C. Kenjura
Mayor

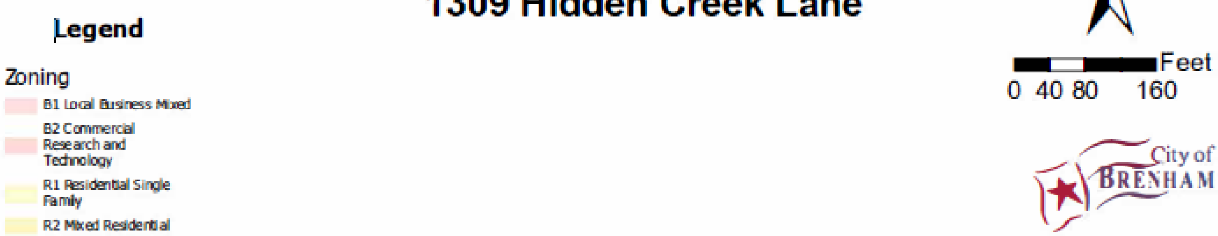
ATTEST:

____
Jeana Bellinger, TRMC, CMC
City Secretary

EXHIBIT "A"

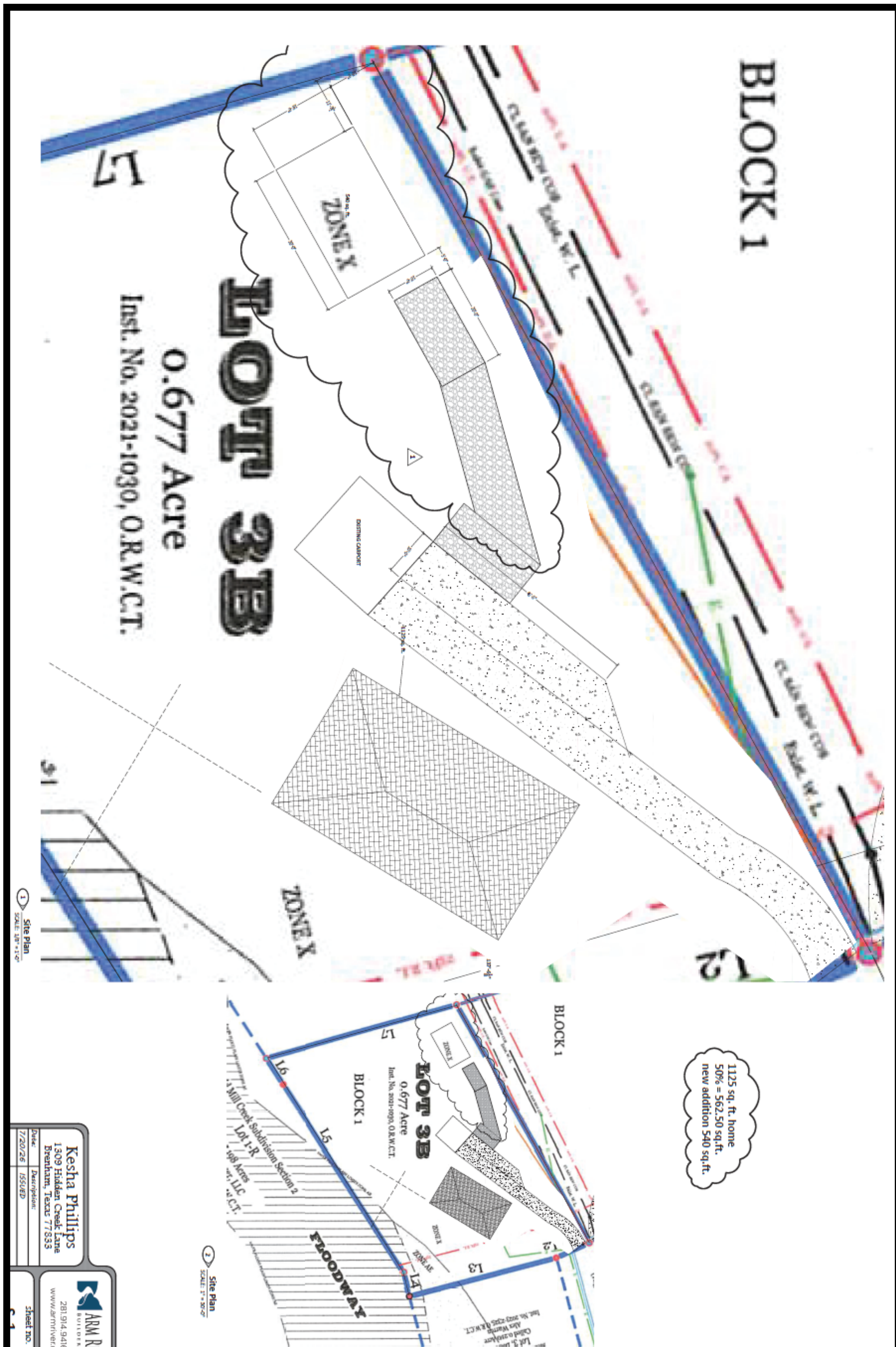


Zoning Map
Specific Use Permit - ADU in R-1 District
1309 Hidden Creek Lane



City of BRENHAM

EXHIBIT "B"
Site Plan



City Council Regular Meeting

AGENDA ITEM 10

Agenda Item: **Discuss and Possibly Act Upon an Amendment to the Professional Services Agreement Between the City of Brenham and Strand Associates, Inc. for FY2025-26 On-Call Engineering Services and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Date: August 6, 2026

Department: Development Services

Staff Contact: Stephanie Doland, Director of Development Services

SUMMARY STATEMENT:

Staff recommends an amendment to the existing Professional Services Agreement with Strand Associates, Inc. (Strand) to continue providing "On-Call" engineering support services to the City.

On September 22, 2025, the City entered into an agreement with Strand Associates, Inc. for services including Development Review Services, Floodplain Administration Services, Part-Time Resident Project Representative Services for developments involving public infrastructure, assistance preparing Opinions of Probable Cost for Capital Improvement Projects, design and inspection of repairs to City infrastructure, and general engineering support. The agreement specifies that the City will pay Strand for actual services performed, in an amount not to exceed $120,000.

Since Strand began providing on-call services in 2020, monthly expenditures have typically averaged approximately $10,000. However, several months during Fiscal Year 2026 have exceeded this historical average. Staff finds that the increase in on-call service needs is attributable to multiple factors: Increased commercial pre-development meetings, a higher quantity of Opinions of Probable Cost (OPC) for the City's five-year Capital Improvement Planning efforts; and expenses associated with design and construction activities for parks and public infrastructure. A summary of monthly and cumulative expenditures for the current fiscal year is attached.

Due to these increased service demands, staff requests approval from Council to amend the existing On-Call agreement for an additional $35,000 to allow Strand to continue providing on-call engineering support services for the remainder of the budget year. The additional $35,000 is expected to cover the following:

$20,000 – Development Services
$10,000 – Public Utilities
$5,000 – Public Works

ATTACHMENTS:

1. Amendment No 1 to PSA On Call Agreement FY25-26
2. FY 2026 On-Call Engineering Services (Invoice Support) Oct - June

FUNDING SOURCE:

Line-item savings, from respective Department operating budgets.

RECOMMENDATION:

Approve an amendment to the Professional Services Agreement between the City of Brenham and Strand Associates, Inc. for FY2025-26 on-call engineering services and authorize the Mayor to execute any necessary documentation.

AMENDMENT NO. 1 TO THE SEPTEMBER 22, 2025
PROFESSIONAL SERVICES AGREEMENT
FOR
ENGINEERING SERVICES
RELATED TO
CITY OF BRENHAM
FY 2026 ON-CALL ENGINEERING SERVICES

WHEREAS, the City and Engineer agree to amend the referenced Agreement as follows:

Under **SECTION VII, ENGINEER'S COMPENSATION**, CHANGE $120,000 to "$155,000."

In **ATTACHMENT "A", PART B—BASIS OF COMPENSATION AND REIMBURSABLE EXPENSES**, CHANGE $120,000 to "$155,000."

IN WITNESS WHEREOF, the City of Brenham has lawfully caused this Amendment to be executed by the Mayor of said City and attested by the City Secretary and Strand Associates, Inc.®, acting by and through its duly authorized officer/representative, does now sign, execute, and deliver this instrument.

EXECUTED on this _______ day of _______________, 20___.

ENGINEER:

STRAND ASSOCIATES, INC.®

Joseph M. Bunker 7/22/26

Joseph M. Bunker Date
Corporate Secretary

CITY OF BRENHAM, TEXAS

Atwood C. Kenjura Date
Mayor

ATTEST:

Jeana Bellinger Date
City Secretary

RDT:clg\R:\BRE\Documents\Agreements\B\Brenham, City of\PSA.2026\Agr\Amd\3900.245.1.docx

FY 2026 On-Call Engineering Services – Strand Associates

Summary of Invoices October 2025 – June 2026

INVOICE #	PERIOD	DEVELOPMENT SERVICES		PUBLIC UTILITIES		PUBLIC WORKS		TOTAL	
		MONTHLY	CUMULATIVE	MONTHLY	CUMULATIVE	MONTHLY	CUMULATIVE	MONTHLY	CUMULATIVE
231793	OCT 2025	$ 6,932.50	$ 6,932.50	$ 1,013.75	$ 1,013.75	$ 8,571.25	$ 8,571.25	$ 16,517.50	$ 16,517.50
233001	NOV 2025	$ 6,678.75	$ 13,611.25	$ 70.00	$ 1,083.75	$ -	$ 8,571.25	$ 6,748.75	$ 23,266.25
234014	DEC 2025	$ 10,413.75	$ 24,025.00	$ 4,685.00	$ 5,768.75	$ 120.00	$ 8,691.25	$ 15,218.75	$ 38,485.00
235063	JAN 2026	$ 10,182.50	$ 34,207.50	$ 8,525.00	$ 14,293.75	$ 700.00	$ 9,391.25	$ 19,407.50	$ 57,892.50
236805	FEB 2026	$ 9,455.00	$ 43,662.50	$ 5,717.50	$ 20,011.25	$ -	$ 9,391.25	$ 15,172.50	$ 73,065.00
237648	MAR 2026	$ 9,383.75	$ 53,046.25	$ 210.00	$ 20,221.25	$ -	$ 9,391.25	$ 9,593.75	$ 82,658.75
238654	APR 2026	$ 8,637.50	$ 61,683.75	$ 2,797.50	$ 23,018.75	$ -	$ 9,391.25	$ 11,435.00	$ 94,093.75
239930	MAY 2026	$ 6,317.50	$ 68,001.25	$ 380.00	$ 23,398.75	$ 322.50	$ 9,713.75	$ 7,020.00	$ 101,113.75
DRAFT	JUN 2026	$ 7,448.75	$ 75,450.00	$ 680.00	$ 24,078.75	$ 3,928.75	$ 13,642.50	$ 12,057.50	$ 113,171.25

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - October 1, 2025 through October 31, 2025

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ -		
	Plan Reviews and Meetings	$ 2,317.50	1) Plan Review Meetings 2) Bath & Body Works 3) Berkeley Eye Center 4) Brenham Vet Clinic 5) Lotlines 25-008, 25-009, 25-010, 25-011, and 25-012	SA2 (0.5 hr), SA1 (1 hr), GE4 (0.5 hr), SET (9 hrs), SST (1.5 hrs), and ADM (0.25 hr) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 1,748.75	1) 1117 Industrial Boulevard 2) Brenham Eye Clinic and Office Building 3) QuikTrip Convenience Store	GE4 (3 hrs) and SET (7.25 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ 437.50	1) Blinn College Sportsplex Expansion 2) Brenham Eye Clinic and Office Building 3) IQ Carwash at Brenham Market Square 4) The Commons	SET (2.5 hr) to respond to pre-submittal questions.
	Construction Meetings and Observation	$ 2,428.75	1) Arete Office, Parking Lot 2) Vintage Farms, Phases 6-8	PM2 (0.25 hr), GE4 (2 hrs), and SET (11.75 hrs) to attend construction meetings, perform part-time RPR services, and provide daily observation reports to the City.
Public Utilities	General Tasks	$ 1,013.75	1) Berkeley Eye Center	SA1 (1.75 hrs), GE4 (3 hrs), and SET (0.25 hr) to perform a water and wastewater study to determine ability to serve utilities to a development.
	Water Utility	$ -		
	Wastewater Utility	$ -		
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ -		
	Drainage Tasks	$ 8,571.25	1) East Stone Street and Walnut Hill Drive Drainage Areas	SA2 (2.5 hrs), GE4 (15.25 hrs), GE2 (11.25 hrs), SET (9.25 hrs), SST (5 hr), and ST (17.5 hrs) to perform sizing of drainage improvements and prepare construction drawings and cost opinions.
	Parks Tasks	$ -		

Total this Invoice: $ 16,517.50

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - November 1, 2025 through November 30, 2025

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ -		
	Plan Reviews and Meetings	$ 5,956.25	1) Plan Review Meetings 2) Arete Office, Parking Lot 3) Berkeley Eye Center 4) Express Fuel 5) Home2 Suites Hotel 6) Lotlines 25-008, 25-009, 25-010, 25-011, and 25-012	SA2 (1.5 hrs), SA1 (1 hr), PM2 (0.75 hr), GE4 (27.25 hrs), and SST (5.25 hrs) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ -		
	Pre-Submittal Questions	$ -		
	Construction Meetings and Observation	$ 722.50	1) Arete Office, Parking Lot 2) Vintage Farms, Phase 7	GE4 (4 hrs) and ET (0.5 hr) to attend construction meetings, perform part-time RPR services, and provide daily observation reports to the City.
Public Utilities	General Tasks	$ 70.00	1) Brenham Vet Clinic	SA1 (0.25 hr) to respond to questions pertaining to a previously completed abilty to serve utilities study.
	Water Utility	$ -		
	Wastewater Utility	$ -		
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ -		
	Drainage Tasks	$ -		
	Parks Tasks	$ -		

Total this Invoice: $ 6,748.75

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - December 1, 2025 through December 31, 2025

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ 798.75	1) Fire Station No. 3	PM2 (0.5 hr), GE2 (2 hrs), and SET (2.25 hrs) to provide assistance associated with a potential Fire Station No. 3.
	Plan Reviews and Meetings	$ 8,321.25	1) Plan Review Meetings 2) Adult & Teen Challenge 3) Arete Office 4) Brenham Eye Clinic and Office Building 5) Vintage Farms, Phases 9-16 6) Viridien Data Center 7) 1403 W Main Street 8) Lotlines 25-0014 and 25-0015 9) SUBFIN & SUBPRE Plats - 25-0002 and 25-0003	SA2 (8 hrs), SA1 (1.25 hrs), GE4 (12.75 hrs), SET (18.25 hrs), and SST (2.5 hrs) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 1,293.75	1) Brenham Eye Clinic and Office Building 2) North Park Apartments	GE4 (1.25 hrs) and SET (6.25 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ -		
	Construction Meetings and Observation	$ -		
Public Utilities	General Tasks	$ 140.00	1) Brenham Vet Clinic	SA1 (0.5 hr) to update and respond to questions pertaining to a previously completed abilty to serve utilities study.
	Water Utility	$ -		
	Wastewater Utility	$ 4,545.00	1) Baker Katz Sanitary Sewer Easement 2) Henderson Park Lift Station Cost Opinions	SA1 (2 hrs), PM2 (0.25 hr), PE2 (7.5 hrs), SST (6.5 hrs), ST (20 hrs), and ADM (1.5 hrs) to prepare the Baker Katz Sanitary Sewer Easement and cost opinions to rehabilitate the Henderson Park Lift Station.
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ 120.00	1) Various City-Paved Streets	PM4 (0.5 hr) to perform a site visit and review subgrade preparation for streets to be paved by the City.
	Drainage Tasks	$ -		
	Parks Tasks	$ -		

Total this Invoice: $ 15,218.75

<u>FY 2026 On-Call Engineering Services - Invoice Support (3900.245)</u>

Invoice Period - January 1, 2026 through January 31, 2026

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ -		
	Plan Reviews and Meetings	$ 9,255.00	1) Plan Review Meetings 2) Berkley Eye Center 3) Brenham Eye Clinic and Office Building 4) Brenham Family Park 5) Home2 Suites Hotel 6) North Park Apartments 7) Select Furnishings 8) Viridien Data Center 9) Lotline 26-0001 10) SUBFIN & SUBPRE Plats - 25-0003 and 26-0001	SA2 (1.5 hrs), SA1 (1 hr), GE4 (25.75 hrs), SET (23.5 hrs), SST (1.5 hrs), and ADM (0.75 hrs) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 262.50	1) Frost Bank	SET (1.5 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ 525.00	1) Coffee Shop (Barbara Archer) 2) Grace Community Fellowship 3) Schulte Boulevard Warehouse Expansion 4) Select Furnishings	SET (3 hrs) to respond to pre-submittal questions.
	Construction Meetings and Observation	$ 140.00	1) Berkley Eye Center	PM2 (0.25 hr) and SET (0.5 hr) to attend construction meetings, perform part-time RPR services, and provide daily observation reports to the City.
Public Utilities	General Tasks	$ 2,172.50	1) The Commons ATS Study 2) Brenham Eye Clinic & Office Building ATS Study 3) FY 2027 Water and Sewer Replacements Cost Opinion	SA1 (1.25 hrs), PE2 (2.25 hrs), and GE4 (9 hrs) to perform water and wastewater studies to determine the City's ability to serve utilities to developments and a cost opinion for budgeting purposes.
	Water Utility	$ 4,023.75	1) Jeffries Elevated Storage Tank Cost Opinion 2) Raw Water Intake and Pump Station Cost Opinion	SA1 (1 hr), PM4 (11 hrs), PM1 (2.75 hrs), SPE (1 hr), GE3 (1.5 hrs), and ADM (1.25 hrs) to prepare cost opinions for budgeting purposes.
	Wastewater Utility	$ 2,328.75	1) Baker Katz Sanitary Sewer Easement 2) WWTP Streambank Protection Cost Opinion	SA2 (1 hr), GE3 (1.5 hrs), SET (5.25 hrs), and SST (6.5 hrs) to prepare the Baker Katz Sanitary Sewer Easement and a cost opinion for budgeting purposes.
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ 700.00	1) FEMA Audit of 2017 SDR WWTP Project	SET (4 hrs) to research correspondence in response to a FEMA audit.
	Streets Tasks	$ -		
	Drainage Tasks	$ -		
	Parks Tasks	$ -		

Total this Invoice: $ 19,407.50

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - February 1, 2026 through February 28, 2026

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ 631.25	1) 1312 East Alamo Street Retaining Wall 2) Fire Station No. 3 Site Evaluations	GE2 (1 hr) and SET (2.75 hrs) to provide assistance as requested by City.
	Plan Reviews and Meetings	$ 6,846.25	1) Plan Review Meetings 2) Home2 Suites by Hilton 3) North Park Apartments 4) Schulte Boulevard Warehouses 5) Vintage Farms, Phases 9-16 6) Lotline 26-0001 and 26-0002 7) SUBFIN & SUBPRE Plats - 25-0002	SA2 (5.5 hrs), SA1 (1 hr), GE4 (13.5 hrs), and SET (15.75 hrs) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 393.75	1) Brenham Market Square Townhomes	SET (2.25 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ 218.75	1) Grace Community Fellowship Expansion	SET (1.25 hrs) to respond to pre-submittal questions.
	Construction Meetings and Observation	$ 1,365.00	1) Arete Office 2) View Eye Center and Office Building	PM2 (0.25 hr) and SET (7.5 hrs) to attend construction meetings, perform part-time RPR services, and provide daily observation reports to the City.
Public Utilities	General Tasks	$ 5,717.50	1) Brenham Eye Clinic & Office Building ATS Study 2) Home2 Suites by Hilton ATS Study 3) North Park Apartments ATS Study 4) Viridin Data Center ATS Study 5) FY 2027 Water and Sewer Replacements Cost Opinion	SA1 (6.5 hrs), PE4 (2.5 hrs), PE2 (2 hrs), GE4 (17.75 hrs), SET (0.5 hr), and ADM (1.5 hrs) to perform water and wastewater studies to determine the City's ability to serve utilities to developments and a cost opinion for budgeting purposes.
	Water Utility	$ -		
	Wastewater Utility	$ -		
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ -		
	Drainage Tasks	$ -		
	Parks Tasks	$ -		

Total this Invoice: $ 15,172.50

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - March 1, 2026 through March 31, 2026

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ 360.00	1) Roundabout Standards Meeting	PM4 (1.5 hrs) to provide assistance as requested by City.
	Plan Reviews and Meetings	$ 7,473.75	1) Plan Review Meetings 2) Arete Office 3) Citizens National Bank 4) FM 389 Mobile Home Park Additions 5) Highway 36 C-Store 6) Moeller Electric 7) Schulte Boulevard Warehouses 8) Select Furnishings 9) Vintage Farms, Phases 9-16 10) Washington County Exposition Center 11) Lotline 26-0002 and 26-0003	SA2 (5.5 hrs), SA1 (1 hr), PM4 (0.75 hr), GE4 (11.75 hrs), SET (17.25 hrs), SST (3 hrs), and ADM (0.5 hr) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 981.25	1) 411 Church Street Apartments 2) Frost Bank at Brenham Crossing 3) Moeller Electric 4) Quick Serve Restaurant (East Blue Bell and Gay Hill Street) 5) Washington County Expo Center	SA2 (0.5 hr) and SET (4.75 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ 87.50	1) Frost Bank at Brenham Crossing	SET (0.5 hr) to respond to pre-submittal questions.
	Construction Meetings and Observation	$ 481.25	1) Arete Office 2) Overlook Estates-Detention Pond Erosion Issues 3) View Eye Center and Office Building	SET (2.75 hrs) to attend construction meetings, perform part-time RPR services, and provide daily observation reports to the City.
Public Utilities	General Tasks	$ -		
	Water Utility	$ 210.00	1) Raw Water Intake and Pump Station Cost Opinion	PM4 (0.75 hr) and ADM (0.25 hr) to prepare cost opinions for budgeting purposes.
	Wastewater Utility	$ -		
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ -		
	Drainage Tasks	$ -		
	Parks Tasks	$ -		

Total this Invoice: $ 9,593.75

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - April 1, 2026 through April 30, 2026

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ 175.00	1) Overlook Estates, Phase 4 Detention Pond Erosion Issues	SET (1 hr) to provide assistance as requested by City.
	Plan Reviews and Meetings	$ 7,185.00	1) Plan Review Meetings 2) 411 Church Street Apartments 3) Blinn College 4) Citizens National Bank 5) FM 389 Mobile Home Park Additions 6) Grace Community Fellowship Expansion 7) Home2 Suites by Hilton 8) North Park Apartments 9) Schulte Boulevard Warehouses 10) Select Furnishings 11) Wilkins Valley, Phase 3	SA2 (5.5 hrs), SA1 (1 hr), GE4 (5.75 hrs), SET (24 hrs), and SST (1 hr) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 350.00	1) Retirement Community on Highway 36 South	SET (2 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ 656.25	1) Grace Community Fellowship Expansion	SET (3.75 hrs) to respond to pre-submittal questions.
	Construction Meetings and Observation	$ 271.25	1) Arete Office	PM2 (0.25 hr) and SET (1.25 hrs) to attend construction meetings, perform part-time RPR services, and provide daily observation reports to the City.
Public Utilities	General Tasks	$ 2,417.50	1) Frost Bank ATS Study 2) Nelson Sosa Apartments ATS Study 3) Schulte Boulevard Warehouses ATS Study 4) Toasted Yolk ATS Study	SA1 (3 hrs), GE4 (1.25 hrs), and GE1 (9.5 hrs) to perform water and wastewater studies to determine the City's ability to serve utilities to developments.
	Water Utility	$ -		
	Wastewater Utility	$ 380.00	1) Blue Bell Sanitary Sewer Re-Route across FM 577	SA1 (0.5 hr) and GE4 (1.5 hrs) to determine feasibility of re-routing sanitary flows from Blue Bell to the west side of FM 577.
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ -		
	Drainage Tasks	$ -		
	Parks Tasks	$ -		

Total this Invoice: $ 11,435.00

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - May 1, 2026 through May 31, 2026

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ -		
	Plan Reviews and Meetings	$ 5,410.00	1) Plan Review Meetings 2) 411 Church Street Apartments 3) Blinn College 4) Grace Community Fellowship Expansion 5) Frost Bank 6) Moeller Electric 7) Washington County Expo 8) Wilkins Valley, Phase 3 9) Viridien Data Center	SA2 (4.5 hrs), SA1 (1.5 hrs), SET (17.5 hrs), and ET (3.5 hrs) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 437.50	1) Washington County Expo	SET (2.5 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ 120.00	1) Bluebonnet Trail Townhomes	PM4 (0.5 hr) to respond to pre-submittal questions.
	Construction Meetings and Observation	$ 350.00	1) Viridien Data Center	SET (2 hrs) to attend construction meetings, perform part-time RPR services, and provide daily observation reports to the City.
Public Utilities	General Tasks	$ -		
	Water Utility	$ -		
	Wastewater Utility	$ 380.00	1) Blue Bell Sanitary Sewer Re-Route across FM 577	GE4 (2 hrs) and ADM (0.5 hr) to determine feasibility of re-routing sanitary flows from Blue Bell to the west side of FM 577 and preparing a cost opinion.
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ -		
	Drainage Tasks	$ 322.50	1) Post Office Drainage Issues 2) 410 MLK Jr. Drainage Issues	PM4 (0.25 hr) and SET (1.5 hrs) to perform site visits and review drainage issues following a large rainfall event.
	Parks Tasks	$ -		

Total this Invoice: $ 7,020.00

FY 2026 On-Call Engineering Services - Invoice Support (3900.245)

Invoice Period - June 1, 2026 through June 30, 2026

DEPARTMENT	BUDGET	AMOUNT	DESCRIPTION	BILLING CLASSIFICATIONS AND COMMENTS
Development Services	General Tasks	$ 1,458.75	1) Henderson Park Basketball Courts (FEMA Floodplain) 2) Overlook Estates Section 4 (Detention Pond Erosion)	SA2 (2.5 hrs), SA1 (0.5 hr), and SET (3.25 hrs) to provide assistance as requested by City.
	Plan Reviews and Meetings	$ 5,028.75	1) Plan Review Meetings 2) 411 Church Street Apartments 3) Citizens National Bank 4) Grace Community Fellowship Expansion 5) Frost Bank 6) Schulte Boulevard Warehouses 7) Wilkins Valley, Phase 3	SA2 (1 hr), SA1 (1.5 hrs), PM2 (0.25 hr), GE1 (2.5 hrs), and SET (22.25 hrs) to attend plan review meetings, perform plan and plat reviews, and provide comments.
	Pre-Development Meetings	$ 917.50	1) Baylor, Scott, and White 2) Bluebonnet Trail Townhomes 3) Walmart Curbside Expansion	PM4 (2 hrs) and SET (2.5 hrs) to prepare for and attend pre-development meetings.
	Pre-Submittal Questions	$ 43.75	1) Tempco Industrial	SET (0.25 hr) to respond to pre-submittal questions.
	Construction Meetings and Observation	$ -		
Public Utilities	General Tasks	$ 680.00	1) Citizens National Bank ATS Study	SA1 (2 hrs) and GE4 (0.75 hr) to perform a water and wastewater study to determine the City's ability to serve utilities to a development.
	Water Utility	$ -		
	Wastewater Utility	$ -		
	Natural Gas Utility	$ -		
	Electric Utility	$ -		
Public Works	General Tasks	$ -		
	Streets Tasks	$ -		
	Drainage Tasks	$ 3,928.75	1) Post Office Drainage Issues	SA2 (1 hr), GE2 (6 hrs), SET (8.25 hrs), SST (3 hrs), and ST (11 hrs) to perform site visits and review drainage issues following a large rainfall event.
	Parks Tasks	$ -		

Total this Invoice: $ 12,057.50

City Council Regular Meeting

AGENDA ITEM 11

Agenda Item: **Discuss and Possibly Act Upon the Renewal with Texas Municipal League Intergovernmental Risk Pool for the City of Brenham's General Liability, Law Enforcement Liability, Errors and Omissions Liability, Public Official Liability, Mobile Equipment, Airport Liability, Property, Auto Liability and Physical Damage, Crime, Animal Mortality and Theft, and Worker's Compensation Coverage for the City of Brenham for the Fiscal Year 2026-27 and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Date: August 6, 2026

Department: HR and Risk Management

Staff Contact: Susan Nienstedt, Director of Human Resources and Risk Management

SUMMARY STATEMENT:

See Memo attached.

ATTACHMENTS:

1. TML Liability and Property Rerate 2026-27 Memo

FUNDING SOURCE:

FY207 departmental budgets

RECOMMENDATION:

Approve the renewal with Texas Municipal League Intergovernmental Risk Pool for the City of Brenham's General Liability, Law Enforcement Liability, Errors and Omissions Liability, Public Official Liability, Mobile Equipment, Airport Liability, Property, Auto Liability and Physical Damage, Crime, Animal Mortality and Theft, and Worker's Compensation Coverage for the City of Brenham for the Fiscal Year 2026-27 and authorize the Mayor to execute any necessary documentation.

MEMORANDUM

To: Mayor and City Council

From: Susan Nienstedt, Director of Human Resources & Risk Management

Subject: Renewal of Property, Liability, and Workers Compensation Coverage with TML Intergovernmental Risk Pool for FY2026-27

Date: August 6, 2026

As a member of the TML Intergovernmental Risk Pool (TMLIRP) we benefit from the mission statement of the Pool which provides a stable source of risk financing and rates. Local, state, national and global conditions, such as inflation, supply chain issues, natural disasters, and reinsurance costs impact our rates. Despite claims and cost pressures, TMLIRP is able to provide comparable rates to the commercial insurance market and their competitors. The renewal rates from TMLIRP for FY2026-27 are shown on the table on page 2 with a comparison to the previous year.

Our liability coverage includes general liability, law enforcement liability, errors and omissions, as well as automobile and aviation liability insurance. Overall, the liability line of coverage is decreasing due to a decrease in all lines of coverage except auto physical damage. An increase in automobile physical damage coverage is due to increased inflation costs for automobile repairs, and higher claim values. The general liability experience modifier will decrease from .91 to .74, which also contributes to our decrease in contributions. Experience modifier calculations are based on a state adopted formula comparing expected losses to actual losses over the previous three years.

Property coverage includes real and personal property, mobile equipment, and crime coverage. Increases include the application of an inflationary factor on the scheduled property values due to the continued rise in cost of materials and labor for reconstruction, as well as the addition of Fire Station #2 to the coverage schedule.

Workers' Compensation rates for the categories of Clerical, Fire, and Police employees will decrease, and all other categories will remain the same. The City's experience modifier for workers' compensation is decreasing from .44 to .42 based on loss history over the previous three years.

Coverage Description	2025-26 Contribution	2026-27 Contribution
General Liability	33,577	**29,427**
Law Enforcement Liability	38,858	**30,118**
Errors & Omissions Liability	69,333	**57,470**
Automobile Liability	66,349	**56,421**
Automobile Physical Damage	91,167	**101,982**
Aviation Liability	7,461	**7,461**
Subtotal Liability	306,745	**282,879**
Real & Personal Property	271,014	**303,994**
Mobile Equipment	30,864	**32,010**
Crime	1,768	**1,786**
Animal Mortality & Theft	-	**720**
Subtotal Property	303,646	**338,510**
Workers' Compensation	200,665	**189,230**
Total All Coverage	811,056	**810,619**

The TML Risk Pool provides excellent staff and services that are familiar with the challenges faced by local government officials and employees. The best way a city can help control cost is to practice risk mitigation, and TMLIRP provides specialized services such as surveys of gas and electric utilities, and aquatic facilities to make safety recommendations and assessments.

The budget impact is a decrease of $437. An early payment discount of 2%, totaling $16,212 will be applied if paid by October 31, 2026.

Recommendation

We are recommending approval of the TMLIRP renewal rates for property, liability, and workers' compensation coverage effective October 1, 2026, at the rates shown on the above table.

City Council Regular Meeting

AGENDA ITEM 12

Agenda Item: **Discuss and Possibly Act Upon:**

a. **An Agreement with Baylor Scott & White Health for Group Medical Coverage Benefits for the Plan Year October 1, 2026 through September 30, 2027;**
b. **An Agreement with Renaissance for Voluntary Dental and Vision Coverage Benefits for the Plan Year October 1, 2026 through September 30, 2027;**
c. **An Agreement with Ochs/Securian for Employee-Sponsored Basic Life, Accidental Death and Dismemberment, and Long-Term Disability Coverage Benefits for the Plan Year October 1, 2026 through September 30, 2027;**
d. **An Agreement with Surency for the Administration of Flexible Spending Account/Dependent Care Reimbursement, Health Savings Account, and COBRA for the Plan Year October 1, 2026 through September 30, 2027;**

and Authorize the Mayor to Execute Any Necessary Documentation

Meeting Date: August 6, 2026

Department: HR and Risk Management

Staff Contact: Susan Nienstedt, Director of Human Resources and Risk Management

SUMMARY STATEMENT:

See Memo attached.

ATTACHMENTS:

1. Memo for Employee Benefits

FUNDING SOURCE:

FY2027 departmental budgets.

RECOMMENDATION:

Approve an Agreement with Baylor Scott & White Health for Group Medical coverage benefits for the plan year October 1, 2026 through September 30, 2027; an Agreement with Renaissance for Voluntary Dental and Vision Coverage for the plan year October 1, 2026 through September 30, 2027; an Agreement with Ochs/Securian for Employee-Sponsored Basic Life, Accidental Death and Dismemberment, and Long-Term Disability coverage benefits for the plan year October 1, 2026 through September 30, 2027; and an Agreement with Surency for the administration of Flexible Spending Account/Dependent Care Reimbursement, Health Savings Account, and COBRA for the plan year October 1, 2026 through September 30, 2027 and authorize the Mayor to execute any necessary documentation.

MEMORANDUM

To: Mayor and City Council
From: Susan Nienstedt – Director of HR and Risk Management
Subject: Employee Benefits for Plan Year 2026-2027
Date: August 6, 2026

The City of Brenham provides an excellent benefit package to our full-time employees and dependents, which includes medical, dental, vision, life, and long-term disability insurance coverage. HUB International worked as our benefit consultant to negotiate pricing for our lines of coverage, as well as analyzing and informing us of trends in our health and wellness position. HUB negotiated with our current medical provider Baylor Scott & White for a renewal increase of 5%, reduced from their initial proposed increase of 12%.

Our group medical plan consists of three options with four different levels of coverage from employee only to employee and family. Our census includes 197 employees with a total of over 380 lives covered on our group medical plan. The city will continue to offer three medical plan options with the voluntary benefits of Flexible Spending, Dependent Care, and Health Savings Accounts. The group medical plan renewal with Baylor Scott & White (BSW) will result in a 5% increase in premiums for both employees and the city. The City's portion of the medical coverage is included in the fiscal year 2026-27 proposed budget. The proposed group medical plan cost sharing between the employee and the city can be found below.

Buy-Up PPO Plan	Current Employee Cost	New Employee Cost	Current City Cost	New City Cost	Total Cost	
Employee	$ 99.51	$ 104.49	$ 521.20	$ 547.26	$ 651.75	
Emp + Spouse	$ 363.00	$ 381.20	$ 897.01	$ 941.81	$ 1,323.01	
Emp + Children	$ 294.20	$ 308.85	$ 798.69	$ 838.68	$ 1,147.53	
Emp + Family	$ 597.28	$ 627.64	$ 1,232.10	$ 1,293.21	$ 1,920.85	
Base HMO Plan						
Employee	$ -	$ -	$ 521.20	$ 547.26	$ 547.26	**A**
Emp + Spouse	$ 161.00	$ 169.10	$ 897.01	$ 941.81	$ 1,110.91	
Emp + Children	$ 119.00	$ 124.89	$ 798.69	$ 838.68	$ 963.57	
Emp + Family	$ 304.00	$ 319.70	$ 1,232.10	$ 1,293.21	$ 1,612.91	
HDHP w/HSA						
Employee	$ -	$ -	$ 423.59	$ 447.77	$ 444.77	**B**
Emp + Spouse	$ 61.00	$ 63.54	$ 798.87	$ 839.32	$ 902.86	
Emp + Children	$ 45.00	$ 46.92	$ 700.82	$ 736.19	$ 783.11	
Emp + Family	$ 114.00	$ 120.13	$ 1,134.43	$ 1,190.72	$ 1,310.85	

City Cost
City contributes to employees' HSA Oct & Apr, for annual total of $1,229.88 (A-B)

Flexible Spending, Dependent Care, and Health Savings accounts (if enrolled in the HDHP w/HSA plan) and COBRA are administered by Surency and will continue to be provided with our renewed medical plan with no rate changes.

Dental and vision coverage are voluntary benefits and paid fully by the employee and currently provided by United HealthCare. UHC proposed a rate increase of 37% for dental and an increase of 4.5% for vision for the new plan year. Through the RFP process, HUB was able to secure equivalent dental and vision coverage through Renaissance with a 17% increase in dental rates, and 12% decrease in vision rates. We are recommending the approval of dental and vision coverage with Renaissance at the employee funded rates below.

	Renaissance Dental	
Dental	High Plan	Low Plan
Employee	$29.74	$21.60
Emp + Spouse	$60.52	$43.64
Emp + Children	$76.50	$51.53
Emp + Family	$107.32	$73.25

Renaissance Vision	
	Monthly
Employee	$6.42
Emp +1	$11.23
Emp +2	$16.68

One of the benefits the City of Brenham provides at no cost to full-time employees is basic life and Accidental Death and Dismemberment (AD&D), and long-term disability insurance. Ochs/Securian is our current provider for basic life, AD&D, and long-term disability coverage, with a life insurance amount of $50,000. Ochs/Securian has given us a three-year rate guarantee, with this being year 2 of 3 of their same rates. Ochs/Securian also provides an Employee Assistance Program as a part of their coverage, which we will be utilizing this plan year at no additional costs instead of our previous carrier Alliance Work Partners. The Employee Assistance Program elevates employee well-being, increases productivity, and provides access to full service 24/7 trained counselors.

Recommendation

We are recommending approval of the renewal with Baylor Scott & White for group medical coverage, new agreement with Renaissance for dental and vision, renewal with Surency to provide Flexible Spending, Dependent Care, Health Savings Accounts, and COBRA administration, and renewal with Ochs/Securian for our basic life, AD&D, long term disability and EAP services. All the coverage plans proposed will be effective October 1, 2026, through September 30, 2027.

City Council Regular Meeting
AGENDA ITEM 13

Agenda Item: **Discuss and Possibly Act Upon the Ratification of Asphalt and Paving Services from Brazos Paving, Inc. Related to Street Work on E. Alamo Street and Authorize the Mayor to Execute Any Necessary Documentation**

Meeting Date: August 6, 2026

Department: Public Works

Staff Contact: Dane Rau, Director of Public Works

SUMMARY STATEMENT:

During the week of June 29th, our street department started paving E. Alamo St when our paving machine broke. This shut our project down and left the road unpaved and in a very hazardous condition. We immediately used our resources in the paving industry to see if we could hire a company to come pave the roadway. We reached out to three companies. Brazos Paving Inc immediately responded and started working on a schedule that would meet our needs and work within their schedule to help. Over the July 4th weekend, BPI and Public Works were in contact and on that Monday, I received a proposal to have BPI crews come pave and supply the asphalt to get the job done. BPI supplied 3 employees to run the paving machine, supplied a highway paver and also supplied 1,265.55 tons of asphalt. This can all be seen in the breakdown of costs.

Staff consulted with the City Attorney to ensure obligations related to procurement and state law were met. Legal counsel indicated removal of risks associated with a rough roadway may be necessary to preserve or protect the public health or safety of the municipality's residents, so this purchase would be considered an emergency purchase.

The City of Brenham authorized BPI to complete the job with the understanding that asphalt would run $98/ton and $17/ton for labor and equipment. Once the project was completed, this came to $145,538.25. The City's normal cost for asphalt is $100/ton for comparison. Also, our expected costs when done in-house were projected at $137.00 for just materials, so the cost of their proposal aligned with our anticipated expenses.

BPI did a fantastic job coming to town quickly, within 7 days, and completing the job. Staff is seeking City Council's acceptance and payment of the work to Brazos Paving Inc.

These funds are part of the 2025 Bond Proceeds that are dedicated to street reconstruction. We are so appreciative of Billy Pruitt and his willingness to help the City of Brenham out in this time of need.

ATTACHMENTS:

1. BPI Invoice

FUNDING SOURCE:

2025 Bond Proceeds

RECOMMENDATION:

Approve the ratification of the purchase of street materials and labor to Brazos Paving, Inc in the amount of $145,538.25 for street work services performed on E. Alamo and authorize the Mayor to execute any necessary documentation.

BPI
EMPLOYEE OWNED

PHONE: 979-822-7605
FAX: 979-823-2659

MAILING ADDRESS:
P.O. Box 714
Bryan, TX 77806

PHYSICAL ADDRESS:
7601 Hwy 21 West
Bryan, TX 77807

INVOICE

TO: CITY OF BRENHAM
PO BOX 1059
BRENHAM TX 77834-1059

DATE: 7/14/2026

INVOICE #: 42511-01

PO: 26-15795 - ALAMO STREET OVERLAY

****Please include copy of invoice with payment.****

Item	Description	Quanity	Unit	Unit Price	Amount
1	TYPE D HMAC	1,265.55	TON	$98.00	$124,023.90
2	VOGEL TRACK PAVER W/ OPERATORS	1,265.55	TON	$17.00	$21,514.35
				Subtotal Total	$145,538.25
				AMOUNT DUE	**$145,538.25**

Material & Services Provided By:
Brazos Paving Inc (1-742242675)
PO Box 714
Bryan TX 77806

SINCERELY,

Billy Prewitt

City Council Regular Meeting

AGENDA ITEM 14

Agenda Item: **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Rate Tariff Schedule for the City of Brenham Sanitation Rates**

Meeting Date: August 6, 2026

Department: Public Works

Staff Contact: Dane Rau, Director of Public Works

SUMMARY STATEMENT:

As early as May 2026, Brannon Industrial Group, aka *BVR Waste and Recycling* notified the City of Brenham about proposed rate increases that would be targeted for October 1st per contract guidelines. We informed the Utility Council subcommittee in July that sanitation rates would be increasing and that we would work with *BVR Waste and Recycling* to bring these to Council in August for consideration.

BVR Waste and Recycling respectfully submitted a 5% increase across the board that will affect both sanitation and recycling services for residential and commercial customers. It also has some rate adjustments for the Collection Station. As you will see from the attached rate sheet, rate increases remain very competitive and, in many cases below other cities around us. For curbside sanitation and recycling, the rate went from $18.00 to $19.00 per month. For seniors, the rate went from $13.00 to $13.50 per month. In commercial sanitation, an overall increase of 5% was applied to sanitation services. You will also see a breakdown of the proposed new rates at the Citizens Collection Station. These proposed rate increases were very minor, as you can tell.

We are in year 6 with BVR and the contract can be renewed year by year until 2030 from this point. The last increase was in 2025 when an overall 7.9% was awarded. The basis for an additional increase this year was due to higher fuel costs, which had averaged over $1 per gallon from this same time last year, landfill disposal fees have increased at the Twin Oaks Landfill where BVR ultimately disposes of the waste, annual increases in insurance and increases in parts and labor,

Although no one wants to raise rates or pay higher rates, we feel that in order to operate effectively and to maintain a partnership between BVR, the City of Brenham and the customers we all serve, it is important at this time. BVR has done well servicing the City of Brenham residents and businesses throughout the past 6 years.

ATTACHMENTS:

1. BVR Rate Adjustment Letter
2. BVR Rate Adjustment 5/22/26
3. BVR Proposed Rate Adjustments
4. Rate Tariffs-Redlined
5. Ordinance on its First Reading
6. Exhibits to Ordinance

FUNDING SOURCE:

N/A

RECOMMENDATION:

Approve Ordinance on its first reading amending the Rate Tariff Schedule for the City of Brenham Sanitation Rates

May 22, 2026

Mr. Dane Rau
City of Brenham
200 W Vulcan St.
Brenham, TX 77833

Dear Mr. Rau,

Thank you for the continued partnership between Brannon Industrial Group dba BVR Waste and Recycling and the City of Brenham. We value the trust you place in us to provide reliable, safe, and environmentally responsible waste and recycling collection services. Our team remains committed to maintaining the high service standards your residents and businesses expect.

In the past year we have experienced sustained cost pressures in several key areas that directly affect our ability to operate efficiently:

- Average fuel costs have risen over $1 per gallon from last year and will likely increase in 2026
- Disposal fees at Twin Oaks landfill have increased
- Other operating costs such as insurance, equipment, parts and labor have outpaced the growth and efficiency measures

Despite ongoing internal efficiency efforts, these increases have reached a point where an adjustment to our service rate is necessary to continue providing dependable service. Therefore, we respectfully request a modest price increase illustrated in the attached schedule. This adjustment will allow us to maintain service quality, retain team members, reinvest in fleet and equipment reliability, and continue meeting all safety and environmental compliance requirements.

We would welcome the opportunity to discuss this request in more detail and answer any questions you may have. Thank you for your consideration and for the opportunity to serve the residents and businesses of Brenham. We look forward to continuing our partnership.

Sincerely,

Brandon Roznovsky
Chief Financial Officer

WASTE AND RECYCLING
a big company

Proposed Rate Adjustment

COLLECTION SERVICES

DESCRIPTION	10/1/25 - Current	BVR Proposed Rate	Rate Comparison: Bellville Current Rate	Sealy Current Rate	Hallettsville Current Rate	Bastrop Current Rate	Navasota Current Rate
RESIDENTIAL	$ 18.00	$ 19.00	$ 19.81	$ 36.80	$ 23.50	$ 18.59	$ 24.60
SENIOR CITIZEN	$ 13.00	$ 13.50	-	-	-	-	-
EXTRA CART	$ 10.00	$ 10.50	$ 8.31	$ 18.80	$ 16.72	$ 10.50	$ 10.78
BRUSH COLLECTION	$ 18.00	$ 18.90	-	-	-	-	-
COMMERCIAL RECYCLING	$ 60.00	$ 65.00	-	*	*	*	-

*RECYCLING RATES VARY DEPENDING ON CONTAINER SIZE

COMMERCIAL

Size (Yds)	Freq / Wk	10/1/25 - Current	BVR Proposed Rate	Rate Comparison: Bellville Current Rate	Sealy Current Rate	Hallettsville Current Rate	Bastrop Current Rate	Navasota Current Rate
2	1	$ 90.55	$ 95.08	-	$ 209.10	$ 90.67	$ 95.00	$ 79.16
2	2	$ 163.87	$ 172.06	-	$ 389.60	$ 182.71	$ 166.00	$ 156.46
2	3	$ 237.17	$ 249.03	-	$ 573.60	$ 305.69	$ 222.00	$ 236.76
2	4	$ 311.93	$ 327.52	-	-	$ -	$ 356.00	$ 298.88
2	5	$ 385.23	$ 404.49	-	-	$ -	$ 465.00	$ 371.05
2	6	$ 395.30	$ 415.06	-	-	$ -	$ 580.00	$ -
4	1	$ 113.55	$ 119.23	$ 152.14	$ 287.70	$ 143.91	$ 122.00	$ 153.42
4	2	$ 209.86	$ 220.35	$ 247.11	$ 541.40	$ 274.04	$ 215.00	$ 298.88
4	3	$ 306.19	$ 321.49	$ 338.58	$ 798.60	$ 406.60	$ 298.00	$ 447.63
4	4	$ 403.92	$ 424.12	$ 430.01	$ 1,052.30	$ -	$ 425.00	$ 595.86
4	5	$ 500.21	$ 525.22	$ 502.13	$ 1,306.00		$ 515.00	$ 729.22
4	6	$ 597.97	$ 627.87	-	-		$ 601.00	$ -
6	1	$ 124.56	$ 130.79	$ 220.75	$ 389.60	$ 188.87	$ 149.00	$ 195.84
6	2	$ 229.75	$ 241.23	$ 363.19	$ 725.50	$ 375.27	$ 264.00	$ 385.26
6	3	$ 339.09	$ 356.04	$ 514.44	$ 1,066.70	$ 560.18	$ 365.00	$ 554.96
6	4	$ 433.20	$ 454.86	$ 663.93	$ 1,397.20	$ 758.33	$ 456.00	$ 698.92
6	5	$ 537.01	$ 563.86	$ 804.60	$ 1,738.50	$ 1,046.78	$ 537.00	$ 894.39
6	6	$ 644.96	$ 677.21	-			$ 611.00	$ -
8	1	$ 148.70	$ 156.13	$ 245.35	$ 486.00	$ 271.96	$ 176.00	$ 267.06
8	2	$ 267.36	$ 280.72	$ 489.81	$ 902.30	$ 540.64	$ 311.00	$ 501.94
8	3	$ 388.11	$ 407.52	$ 734.26	$ 1,320.40	$ 796.36	$ 432.00	$ 676.18
8	4	$ 495.91	$ 520.70	$ 977.84	$ 1,738.50	$ 1,070.92	$ 540.00	$ 845.10
8	5	$ 615.22	$ 645.98	$ 1,221.40	$ 2,153.10	$ 1,366.76	$ 636.00	$ 1,123.18
8	6	$ 735.96	$ 772.75	-	$ 2,464.20	$ -	$ 722.00	$ -
1 cart	1	$ 25.87	$ 27.17	$ 31.63	$ 85.86	$ 41.95	$ 39.00	$ 26.44
2 carts	1	$ 43.11	$ 45.26	-	-	each addl cart	-	$ 53.88
3 carts	1	$ 60.37	$ 63.39	-	-	is $41.95 each	-	$ 77.06
4 carts	1	$ 86.12	$ 90.43	-	-	$ -	-	$ 93.77
5 carts	1	$ 99.65	$ 104.63	-	-	$ -	-	$ -
6 carts	1	$ 120.57	$ 126.60	-	-	$ -	-	$ -

bvr WASTE AND RECYCLING
a big company

Proposed Rate Adjustment - 5/22/26

COLLECTION SERVICES

DESCRIPTION	Current	Proposed Rate	Proposed Increase %
RESIDENTIAL	$ 18.00	$ 19.00	6%
SENIOR CITIZEN	$ 13.00	$ 13.50	3.8%
EXTRA CART	$ 10.00	$ 10.50	5%
BRUSH COLLECTION	$ 18.00	$ 18.90	5%
COMMERCIAL RECYCLING	$ 60.00	$ 65.00	8%

TRANSFER STATION

DESCRIPTION	Current	Proposed Rate	Proposed Increase %
Tires 15” or less	$ 8.00	$ 8.00	0%
Tires 16” or more	$ 18.00	$ 18.00	0%
Tractor tires	$ 75.00	$ 75.00	0%
Brush- Commercial*	$ 55.00	$ 60.00	9%
Brush- Public*	$ 30.00	$ 35.00	17%
Brush- Public (Minimum)	$ 5.00	$ 6.00	20%
Compacted Waste*	$ 70.00	$ 74.00	6%
Non-compacted min	$ 5.50	$ 6.00	9%

DESCRIPTION	Current	Proposed Rate	Proposed Increase %
Bags	$ 2.50	$ 2.77	11%
Non-compacted Waste*	$ 95.00	$ 95.00	0%
Rake off - Brush	$ 10.00	$ 15.00	50%
Rake fees -Shingles	$ 25.00	$ 25.00	0%
Rake fees -Debris	$ 10.00	$ 15.00	50%

RECYCLING DROP-OFFS

DESCRIPTION	Current	Proposed Rate	Proposed Increase %
Washington County Residents	$ 65.00	$ 65.00	0%

*Per ton

COMMERCIAL

Size (Yds)	Freq / Wk	Current	Proposed Rate	Proposed Increase %
2	1	$ 90.55	$ 95.08	5%
2	2	$ 163.87	$ 172.06	5%
2	3	$ 237.17	$ 249.03	5%
2	4	$ 311.93	$ 327.52	5%
2	5	$ 385.23	$ 404.49	5%
2	6	$ 395.30	$ 415.06	5%
4	1	$ 113.55	$ 119.23	5%
4	2	$ 209.86	$ 220.35	5%
4	3	$ 306.19	$ 321.49	5%
4	4	$ 403.92	$ 424.12	5%
4	5	$ 500.21	$ 525.22	5%
4	6	$ 597.97	$ 627.87	5%
6	1	$ 124.56	$ 130.79	5%
6	2	$ 229.75	$ 241.23	5%
6	3	$ 339.09	$ 356.04	5%
6	4	$ 433.20	$ 454.86	5%
6	5	$ 537.01	$ 563.86	5%
6	6	$ 644.96	$ 677.21	5%
8	1	$ 148.70	$ 156.13	5%
8	2	$ 267.36	$ 280.72	5%
8	3	$ 388.11	$ 407.52	5%
8	4	$ 495.91	$ 520.70	5%
8	5	$ 615.22	$ 645.98	5%
8	6	$ 735.96	$ 772.75	5%
1 cart	1	$ 25.87	$ 27.17	5%
2 carts	1	$ 43.11	$ 45.26	5%
3 carts	1	$ 60.37	$ 63.39	5%
4 carts	1	$ 86.12	$ 90.43	5%
5 carts	1	$ 99.65	$ 104.63	5%
6 carts	1	$ 120.57	$ 126.60	5%

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

ALL SERVICES	800	810
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	~~OCTOBER 1. 2025~~OCTOBER 1, 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective ~~October 1, 2022~~October 1, 2025)

RATE SCHEDULE - RESIDENTIAL

Residential Collection:

Curbside Solid Waste Collection and Recycling Services
One Time Per Week Solid Waste Collection
Bi-Weekly Recycling Collection
$~~18.00~~ 19.00per month/per household

Residential Collection: Senior/Disabled Persons (Age 65 or older):

Curbside Solid Waste Collection and Recycling Services
One Time Per Week Solid Waste Collection
Bi-Weekly Recycling Collection
$~~13.00~~ 13.50per month/per household (application required for discounted rate)

Additional Container: $~~10.00~~ 10.50per month, per container (sanitation customers only).

Curbside Brush Pick-up: Upon request only. $~~18.00~~ 18.90per request.

- Curbside brush pick-up is limited to 12 bags per household.
- All limbs must be bundled and tied together. Each bundle shall be no larger than four (4) foot in length and six (6) inches in diameter.

RATE SCHEDULE - COMMERCIAL

Commercial Collection – Front Load Dumpster:

	Number of Pick-Ups Per Week						
Size	**1X**	**2X**	**3X**	**4X**	**5X**	**6X**	**Extra**
2 YD	~~90.55~~ 95.08	~~163.87~~ 172.06	~~237.17~~ 249.03	~~311.93~~ 327.52	~~385.23~~ 404.49	~~395.30~~ 415.06	25.00
4 YD	~~113.55~~ 119.23	~~209.86~~ 220.35	~~306.19~~ 321.49	~~403.92~~ 424.12	~~500.21~~ 525.22	~~597.97~~ 627.87	35.00
6 YD	~~124.56~~ 130.79	~~229.75~~ 241.23	~~339.09~~ 356.04	~~433.20~~ 454.86	~~537.01~~ 563.86	~~644.96~~ 677.21	40.00
8 YD	~~148.70~~ 156.13	~~267.36~~ 280.72	~~388.11~~ 407.52	~~495.91~~ 520.70	~~615.22~~ 645.98	~~735.96~~ 772.75	45.00

CITY OF BRENHAM

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

ALL SERVICES	800	811
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	~~OCTOBER 1, 2025~~OCTOBER 1, 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective – October 1, ~~2022~~2025)

Commercial Collection – 96 Gallon Cart:

No. Of Carts	Monthly Fee
1	$ ~~25.87~~27.17
2	~~43.11~~45.26
3	~~60.37~~63.39
4	~~86.12~~90.43
5	~~99.65~~104.63
6	~~120.57~~126.60

Commercial Recycling:

Choice of 2, 4, 6 or 8-Yard Dumpster
One Time Per Week Collection
$~~60.00~~65.00 per month, per dumpster
$40.00 per additional pick-up

Any location where dumpster and/or cart is blocked and collection vehicles must return to provide service shall be an additional $15.00, per occurrence.

Lock bar installed on sanitation dumpster shall be an additional $45.00 per dumpster.

RATE SCHEDULE – COLLECTION/TRANSFER STATION

Transfer Station Services – Compactible Waste:

Receiving, hauling, packing and transporting to a Type 1 Landfill
In-City rate
$ ~~70.00~~74.00 per ton

Receiving, hauling, packing and transporting to a Type 1 Landfill
Out-of-City rate
Price shall be negotiable between exclusive franchise holder and transfer company disposing of waste from outside the city limits.

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

ALL SERVICES	800	812
TARIFF	**SECTION NO.**	**SHEET NO.**

RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, ~~2025~~ 2026
SECTION TITLE	**EFFECTIVE DATE**

(Supersedes Rate Change effective – October 1, ~~2022~~2025)

Transfer Station Services – Non-Compactible Waste:

Receiving, hauling, packing and transporting to a Type 1 Landfill
$ 95.00per ton (minimum $~~5.50~~6.00)

Receiving, hauling, packing and transporting to a Type 1 Landfill
City of Brenham Departments only
$ 45.00 per ton

Transfer Station Services – Brush

Residential Brush, Per Ton	$~~30.00~~35.00 ($~~5.00~~6.00 minimum)
Commercial Brush, Per Ton	$~~40.00~~60.00 ~~($ 55.00 minimum)~~
Residential Brush Collected by City of Brenham Departments	$22.50 per ton

Transfer Station Services – Tires

15” or less	$8.00 per tire
16” or greater	$18.00 per tire
Tractor tires	$75.00 per tire

~~Collection Station Services – Mulch~~

~~Double ground~~	~~$22.50 per ton~~
~~Single ground~~	~~$10.00 per ton~~
~~50 tons or more within 30 days~~	~~$17.50 per ton~~
~~2 cubic feet bag~~	~~$2.50 per bag~~

Residential Garbage

$~~2.50~~2.77 per bag

ALL SERVICES	800	813
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, ~~2025~~ 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective – October 1, ~~2022~~2025)

Collection Station Services – Rake-Off Fees

Brush	$~~10.00~~15.00 per occurrence
Debris	$~~10.00~~15.00 per occurrence
Shingles and other roofing materials	$25.00 per occurrence

Collection Station Services – Recycling, Unlimited Drop-Offs

City of Brenham Resident	No Charge
Washington County (non-City resident)	$65.00 per year
City of Brenham Commercial Business	$65.00 per year*

*If the Commercial Business is participating in monthly recycling services, there will be no additional charge.

ALL SERVICES	800	814
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, ~~2025~~ 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective – October 1, ~~2022~~2025)

POLICIES FOR SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES – RESIDENTIAL AND COMMERCIAL

1. A new customer or a change in service requires Form 7, Application of Service, be filled out at the Public Utilities Office. The form must be signed by the applicant. Copies will be disbursed to the following departments: Public Works and Utility Billing Department.

2. Any changes to the rates contained herein must be approved by the City Council and shall be effective on the date determined by the City Council. Utility Billing Department will adjust customer bills accordingly.

3. Any customer requesting to be included in any special sanitation program must complete the necessary paperwork.

4. Any customer who has residential utility service with the City shall be subject to charges for solid waste collection, disposal and recycling services and shall comply with all City health ordinances regarding the disposal of solid waste.

5. Residential solid waste service shall be collected once per week on a regularly scheduled day. Residential recycling service shall be collected bi-weekly on a regularly scheduled day.

6. Services are available outside the city limits to residential customers presently residing on a current residential truck route that is adjacent to the city limits.

7. Solid waste and recycling containers must be at the curb by 8:00 A.M. on collection day and removed from the curb by 8:00 p.m. on collection day. Containers shall not be placed at the curb for collection prior to 8:00 p.m. the day prior to the scheduled collection day.

8. All solid waste and recycling containers must be placed within three feet of the curb or edge of pavement if there is no curb.

9. Residential collection trucks will not pick up tires, grass clippings, leaves, tree trimming, batteries, carpet, construction materials, furniture and heavy metal objects.

10. Disposal of hazardous waste, explosives, ammunition, used oil and filters, flammable liquids, radioactive waste and/or lead-acid batteries at the Collection/Transfer Station is strictly prohibited. Vehicle tires shall not be placed for curb-side collection, but will be accepted for disposal at the Collection/Transfer Station

ORDINANCE NO. _________

AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS AMENDING THE RATE TARIFF SCHEDULES FOR RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLYING SERVICES, AND THE CITY'S COLLECTION AND TRANSFER STATION; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE.

WHEREAS, the City Council of the City of Brenham, Texas deems it necessary to change the rates for all residential and commercial solid waste collection, disposal and recycling services and the services that are provided at the City of Brenham's Collection and Transfer Station.

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 Residential and Commercial Solid Waste Collection, Disposal and Recycling Services Rate Schedule and the Collection and Transfer Station Rate Schedule for brush & waste that is disposed of at the City of Brenham's Collection and Transfer Station as set forth in the attached Exhibit "A", which is made a part hereof for all purposes pertinent, to be effective with utility billing occurring on or after October 1, 2026.

SECTION II

This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas. The implementation of rates as set forth herein and on the attached Exhibit "A" shall be effective with utility billing occurring on and after October 1, 2026.

PASSED and APPROVED on its first reading this the ______ day of August 2026.

PASSED and APPROVED on its second reading this the _____ day of August 2026.

____
Atwood C. Kenjura
Mayor

ATTEST:

____
Jeana Bellinger, TRMC, CMC
City Secretary

EXHIBIT "A"

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

ALL SERVICES	800	810
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective –October 1, 2025)

RATE SCHEDULE - RESIDENTIAL

Residential Collection:

Curbside Solid Waste Collection and Recycling Services
One Time Per Week Solid Waste Collection
Bi-Weekly Recycling Collection
$19.00per month/per household

Residential Collection: Senior/Disabled Persons (Age 65 or older):

Curbside Solid Waste Collection and Recycling Services
One Time Per Week Solid Waste Collection
Bi-Weekly Recycling Collection
$13.50 per month/per household (application required for discounted rate)

Additional Container: $10.50 per month, per container (sanitation customers only).

Curbside Brush Pick-up: Upon request only. $18.90 per request.

- Curbside brush pick-up is limited to 12 bags per household.
- All limbs must be bundled and tied together. Each bundle shall be no larger than four (4) foot in length and six (6) inches in diameter.

RATE SCHEDULE - COMMERCIAL

Commercial Collection – Front Load Dumpster:

	Number of Pick-Ups Per Week						
Size	**1X**	**2X**	**3X**	**4X**	**5X**	**6X**	**Extra**
2 YD	95.08	172.06	249.03	327.52	404.49	415.06	25.00
4 YD	119.23	220.35	321.49	424.12	525.22	627.87	35.00
6 YD	130.79	241.23	356.04	454.86	563.86	677.21	40.00
8 YD	156.13	280.72	407.52	520.70	645.98	772.75	45.00

EXHIBIT "A"

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

ALL SERVICES	800	811
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective – October 1, 2025)

Commercial Collection – 96 Gallon Cart:

No. Of Carts	Monthly Fee
1	$ 27.17
2	45.26
3	63.39
4	90.43
5	104.63
6	126.60

Commercial Recycling:

Choice of 2, 4, 6 or 8-Yard Dumpster
One Time Per Week Collection
$65.00 per month, per dumpster
$40.00 per additional pick-up

Any location where dumpster and/or cart is blocked and collection vehicles must return to provide service shall be an additional $15.00, per occurrence.

Lock bar installed on sanitation dumpster shall be an additional $45.00 per dumpster.

RATE SCHEDULE – COLLECTION/TRANSFER STATION

Transfer Station Services – Compactible Waste:

Receiving, hauling, packing and transporting to a Type 1 Landfill
In-City rate
$74.00 per ton

Receiving, hauling, packing and transporting to a Type 1 Landfill
Out-of-City rate
Price shall be negotiable between exclusive franchise holder and transfer company disposing of waste from outside the city limits.

EXHIBIT "A"

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

ALL SERVICES	800	812
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective – October 1, 2025)

Transfer Station Services – Non-Compactible Waste:

Receiving, hauling, packing and transporting to a Type 1 Landfill
$95.00per ton (minimum $6.00)

Receiving, hauling, packing and transporting to a Type 1 Landfill
City of Brenham Departments only
$45.00 per ton

Transfer Station Services – Brush

Residential Brush, Per Ton	$35.00 ($6.00 minimum)
Commercial Brush, Per Ton	$60.00
Residential Brush Collected by City of Brenham Departments	$22.50 per ton

Transfer Station Services – Tires

15" or less	$8.00 per tire
16" or greater	$18.00 per tire
Tractor tires	$75.00 per tire

Residential Garbage

$2.77 per bag

EXHIBIT "A"

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

ALL SERVICES	800	813
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective – October 1, 2025)

Collection Station Services – Rake-Off Fees

Brush	$15.00 per occurrence
Debris	$15.00 per occurrence
Shingles and other roofing materials	$25.00 per occurrence

Collection Station Services – Recycling, Unlimited Drop-Offs

City of Brenham Resident	No Charge
Washington County (non-City resident)	$65.00 per year
City of Brenham Commercial Business	$65.00 per year*

*If the Commercial Business is participating in monthly recycling services, there will be no additional charge.

EXHIBIT "A"

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

ALL SERVICES	800	814
TARIFF	**SECTION NO.**	**SHEET NO.**
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES AND COLLECTION AND TRANSFER STATION RATE SCHEDULE	OCTOBER 1, 2026	
SECTION TITLE	**EFFECTIVE DATE**	

(Supersedes Rate Change effective – October 1, 2025)

POLICIES FOR SOLID WASTE COLLECTION, DISPOSAL AND RECYCLING SERVICES – RESIDENTIAL AND COMMERCIAL

1. A new customer or a change in service requires Form 7, Application of Service, be filled out at the Public Utilities Office. The form must be signed by the applicant. Copies will be disbursed to the following departments: Public Works and Utility Billing Department.

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8. All solid waste and recycling containers must be placed within three feet of the curb or edge of pavement if there is no curb.

9. Residential collection trucks will not pick up tires, grass clippings, leaves, tree trimming, batteries, carpet, construction materials, furniture and heavy metal objects.

10. Disposal of hazardous waste, explosives, ammunition, used oil and filters, flammable liquids, radioactive waste and/or lead-acid batteries at the Collection/Transfer Station is strictly prohibited. Vehicle tires shall not be placed for curb-side collection, but will be accepted for disposal at the Collection/Transfer Station

City Council Regular Meeting

AGENDA ITEM 16

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:	August 6, 2026
Department:	Administration
Staff Contact:	Megan Mainer, Interim City Manager

SUMMARY STATEMENT:

To be discussed in Executive Session.

ATTACHMENTS:

None

FUNDING SOURCE:

N/A

RECOMMENDATION:

No action — Executive Session discussion only.

City Council Regular Meeting

AGENDA ITEM 17

Agenda Item: **Section 551.074, Texas Government Code, Personnel Matters – Discussion Concerning the Appointment, Employment, Evaluation and Duties of New City Manager, and Associated Issues**

Meeting Date: August 6, 2026

Department: Administration

Staff Contact: Jeana Bellinger, City Secretary

SUMMARY STATEMENT:

To be discussed in Executive Session.

ATTACHMENTS:

None

FUNDING SOURCE:

N/A

RECOMMENDATION:

No action — Executive Session discussion only.