



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, NOVEMBER 16, 2017 AT 1:00 P.M.
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Pyle**
- 3. Proclamation**
 - **National American Indian Month** **Page 1**
- 4. Special Recognition**
 - **Nancy Carol Roberts Memorial Library Teen Writing Contest Winners**
 - **Texas Downtown Association’s President Awards**
- 5. Citizens Comments**

CONSENT AGENDA

6. 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.

6-a. Minutes from the October 12, 2017 City Council Meeting **Pages 2-17**

6-b. Ordinance No. O-17-018 on Its Second Reading Providing for an Increase in Retirement Annuities in the Texas Municipal Retirement System Effective January 1, 2018 **Page 18**

WORK SESSION

7. **Presentation of the Fourth Quarter Report by the Washington County Convention and Visitors Bureau** **Pages 19-25**
8. **Discussion and Update on the Tax Phase-In Compliance Review Committee** **Pages 26-27**
9. **Discussion and Update on the Annual Spring Clean Up Event Held at the City of Brenham's Citizens Collection Station** **Pages 28-37**

REGULAR SESSION

10. **Discuss and Possibly Act Upon the Purchase of a Discharge Spreader Truck for the City of Brenham's Water Treatment Plant Through the National Joint Powers Alliance Cooperative and Authorize the Mayor to Execute Any Necessary Documentation** **Pages 38-47**
11. **Discuss and Possibly Act Upon an Equipment Financing Proposal with Bank of Brenham and Authorize the Mayor to Execute Any Necessary Documentation** **Pages 48-54**
12. **Discuss and Possibly Act Upon an Amendment to the Lease Agreement Between the City of Brenham and Roy Burger (dba RB Film Productions) for the Lease of Approximately 108.9 Acres of the Old Landfill Property and Authorize the Mayor to Execute Any Necessary Documentation** **Pages 55-57**
13. **Discuss and Possibly Act Upon a Ground Space Lease Agreement with John B. Schaer, III for Hangar Space at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation** **Pages 58-67**
14. **Discuss and Possibly Act Upon a Request for a Noise Variance from St. Mary's Immaculate Conception Catholic Church for a Fundraiser to be Held on November 19, 2017 from 8:00 a.m. – 5:00 p.m. at 701 Church Street and Authorize the Mayor to Execute Any Necessary Documentation** **Pages 68-70**
15. **Discuss and Possibly Act Upon Resolution No. R-17-023 Nominating Candidates for Election to the Washington County Appraisal District Board of Directors** **Pages 71-75**
16. **Administrative/Elected Officials Report**

EXECUTIVE SESSION

17. **Section 551.074 – Texas Government Code – Personnel Matters – Discussion Regarding the Evaluation of Candidates for the Position of City Manager** **Page 76**

RE-OPEN REGULAR SESSION

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 salutory 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.

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 November 16, 2017 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on November 13, 2017 at **11:40 AM**.

Kacey A. Weiss, TRMC

Deputy 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 twenty-four (24) hours 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 _____, 2017 at _____ AM PM.

Signature

Title

PROCLAMATION

- WHEREAS,** The history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and
- WHEREAS,** The contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today; and
- WHEREAS,** Their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and
- WHEREAS,** Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George H.W. Bush in August 1990, designating the month of November as National American Indian Heritage Month; and
- WHEREAS,** In honor of National American Indian Heritage Month, community celebrations as well as numerous cultural, artistic, educational and historical activities have been planned; and
- WHEREAS,** The Daughters of the American Revolution urge all citizens to observe this month with appropriate programs, ceremonies and activities;

NOW, THEREFORE I, Milton Y. Tate Jr., Mayor of the City of Brenham, Texas do hereby proclaim November as

National American Indian Heritage Month

In Witness, Whereof, I have set my hand and affixed the Seal of Brenham.

Milton Y. Tate Jr., Mayor
City of Brenham

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on October 12, 2017 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Andrew Ebel
Councilmember Susan Cantey
Councilmember Danny Goss
Councilmember Keith Herring
Councilmember Charlie Pyle
Councilmember Weldon Williams, Jr.

Members absent:

None

Others present:

City Manager Terry Roberts, Assistant City Manager of General Government Ryan Rapelye, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Deputy City Secretary Kacey Weiss, Assistant City Manager – Chief Financial Officer Carolyn Miller, Comptroller Stacy Hardy, Human Resources Director Susan Nienstedt, Sara Parker, Director of Community Services Wende Ragonis, Crystal Locke, Andria Heiges, Jennifer Eckermann, Fire Chief Ricky Boeker, Assistant Fire Chief Brian Scheffer, Fire Marshall Brent Sauble, Carrie Derkowski, Police Chief Craig Goodman, Public Works Director Dane Rau, Assistant City Manager of Public Utilities Lowell Ogle, Development Services Director Erik Smith, Kim Hodde, City Engineer Lori Lakatos, Kevin Boggus, Stephen Draehn, Todd Ashorn, Brett Schroeder, Ronald Bentke, Tank Nienstedt, Justin Schroeder, Joe Hinds, Chris Mc Cain, Robert Aguilar, Chase Jones, Andrew Jozwiak, Cecil Wright, Jerred Eschete, and Amanda Sebastian

Citizens present:

Elizabeth Price, Kevin Mutscher, Carl Detering, Arlen Thielemann, Stacie Oberrender and Clint Kolby

Media Present:

Arthur Hahn, Brenham Banner Press; and Mark Whitehead, KWHI

1. **Call Meeting to Order**
2. **Invocation and Pledges to the US and Texas Flags – Councilmember Goss**
3. **Service Recognitions**
 - **Tiwanna Brown, Municipal Court** **5 Years**
 - **Andria Heiges, Library** **5 Years**
4. **Special Recognition**
 - Fire Department Promotion & Badge Pinning**
 - **Joshua Sebastian, Captain**
5. **Citizens Comments**

There were no citizen comments.

CONSENT AGENDA

6. Statutory Consent Agenda

6-a. Minutes from the July 27, 2017 Budget Workshop, August 3, 2017, August 17, 2017 and September 7, 2017 Regular City Council Meetings

A motion was made by Councilmember Herring and seconded by Councilmember Pyle to approve the Statutory Consent Agenda Item 6-a. as presented.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

WORK SESSION

7. Discussion and Presentation Related to Design Standards and Guidelines for the Main Street Incentive Grant Program

Director of Community Services Wende Ragonis introduced this item and Main Street Manager Jennifer Eckermann presented it. Eckermann explained that as part of the 2017 Main Street Plan of Work, the Economic Restructuring Committee developed a comprehensive program that summarizes incentives offered to Downtown Brenham property and business owners. Eckermann advised that two of the financial incentives offered are funded by revenue generated by Main Street fundraising events, and include a long-running Incentive Grant Fund for exterior improvements, and a sign grant. Eckermann stated a new business recruitment grant was also developed to help recruit businesses to downtown is funded partially by Main Street fundraising, and partially by a match approved by Brenham Community Development Corporation (BCDC) at their June 13, 2017 meeting.

Eckermann noted that at the June BCDC meeting, the Main Street Design Committee presented an update of the Downtown Design Guidelines that were originally approved by the Main Street Board in 2009. Eckermann explained these are suggested guidelines for development in the Downtown Brenham Historic District; however, they are required to be followed to receive Main Street incentive grant funding.

Ragonis explained that if staff wants to pursue further grant funding through the Texas Capital Fund, Council will need to adopt these design guidelines for the community. Ragonis stated that is a requirement for the Texas Capital Fund.

PUBLIC HEARING

8. Public Hearing to Consider an Amendment to the Official Zoning Map of the City of Brenham, to Change the Zoning District on a Portion of a 53.01 Acre Tract of Land Described as R19805 (WCAD), Being A Part of Tract 25 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Commercial, Research and Technology Use (B-2) District

Mayor Tate opened the Public Hearing.

Development Services Director Erik Smith presented this item. Smith explained that this is a request from Carl A. Detering, Jr. and William C. Detering to rezone a portion of a tract of land described above from a B-1 Local Business/Residential Mixed Use District to a B-2 Commercial, Research and Technology District. Smith explained that the Planning and Zoning Commission recommended unanimous approval of this request.

There were no citizen comments.

9. Public Hearing to Consider an Amendment to the Official Zoning Map of the City of Brenham, to Change the Zoning District on a Portion of a 53.01 Acre Tract of Land Described as R19805 (WCAD), Being A Part of Tract 25 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Mixed Residential Use (R-2) District

Development Services Director Erik Smith presented this item. Smith explained that this is a request from Carl A. Detering, Jr. and William C. Detering to rezone a portion of the tract of land described above from a B-1 Local Business/Residential Mixed Use District to a R-2 Mixed Residential District. Smith noted the purpose of changing the zoning for this tract is to square off the boundaries of the R-2 zoning district. Smith explained that the Planning and Zoning Commission recommended unanimous approval of this request.

There were no citizen comments.

10. Public Hearing to Consider an Amendment to the Official Zoning Map of the City of Brenham, to Change the Zoning District on a Tract of Land Described as R19919 (WCAD), 4.743 Acres, Located at 3201 State Highway 36 S, Being Part of Tract 121 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Commercial, Research and Technology Use (B-2) District

Development Services Director Erik Smith presented this item. Smith explained that this is a request from Keilers Properties, Inc. to rezone the tract of land described above from a B-1 Local Business/Residential Mixed Use District to a B-2 Commercial, Research and Technology District for the purpose of operating a tire shop. Smith noted that this rezone request is related to the Detering zone change requests on the agenda. Smith advised that Mr. Keilers, who owns the tract of land immediately to the south of the 4.743 acre tract, needs his tract to be adjacent to another B-2 zoned tract to legally make his zoning change request. Smith explained that the Planning and Zoning Commission recommended unanimous approval of this request.

Smith stated there was one public concern from a neighbor that questioned if a tire shop was appropriate for this location. Smith advised part of this concern was because of outside storage of tires. Smith noted this is allowed in this zoning district with screening.

There were no citizen comments.

Mayor Tate closed the Public Hearing.

REGULAR SESSION

- 11. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District on a Portion of a 53.01 Acre Tract of Land Described as R19805 (WCAD), Being A Part of Tract 25 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Commercial, Research and Technology Use (B-2) District**

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve an Ordinance on its first reading amending the Official Zoning Map of the City of Brenham, to change the Zoning District on a portion of a 53.01 acre tract of land described as R19805 (WCAD), being a part of Tract 25 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Commercial, Research and Technology Use (B-2) District.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

- 12. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District on a Portion of a 53.01 Acre Tract of Land Described as R19805 (WCAD), Being A Part of Tract 25 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Mixed Residential Use (R-2) District**

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve an Ordinance on its first reading amending the Official Zoning Map of the City of Brenham, to change the Zoning District on a portion of a 53.01 acre tract of land described as R19805 (WCAD), being a part of Tract 25 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Mixed Residential Use (R-2) District.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

13. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District on a Tract of Land Described as R19919 (WCAD), 4.743 Acres, Located at 3201 State Highway 36 S, Being A Part of Tract 121 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Commercial, Research and Technology Use (B-2) District

Councilmember Goss stated that he wants to make sure that the property owners near the tire shop are aware of the environmental and aesthetic effects. Smith stated that if the owner was to use the property for storage he would only need to place a screen around the items being stored.

A motion was made by Councilmember Cantey and seconded by Councilmember Pyle to approve an Ordinance on its first reading amending the Official Zoning Map of the City of Brenham, to change the zoning district on a tract of land described as R19919 (WCAD), 4.743 Acres, located at 3201 State Highway 36 S, being a part of Tract 121 of the John Carrington Survey, A0120, in Brenham, Washington County, Texas from a Local/Business/Residential Mixed Use (B-1) District to a Commercial, Research and Technology Use (B-2) District.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

14. Discuss and Possibly Act Upon an Ordinance on Its First Reading Authorizing a Variance to Side Lot Line Setback Requirements, as Outlined in Section 23-22(1) of the City of Brenham's Code of Ordinances, on Tracts of Land Totaling 23.822 Acres of Land and Being Further Described as:

- a. Section 1, Block 1, Lot 1, Out of the Isaac Lee Survey, A-77, Located at the SE Corner of Cantey Street and Gun and Rod Road, in Brenham, Washington County, Texas;**
- b. Section 1, Block 1, Lot 20, Out of the Isaac Lee Survey, A-77, Located at the SE Corner of Cantey Street and Gun and Rod Road, in Brenham, Washington County, Texas; and**
- c. Section 1, Block 2, Lot 1 Out of the Isaac Lee Survey, A-77, Located at the SE Corner of Cantey Street and Gun and Rod Road, in Brenham, Washington County, Texas**

Development Services Director Erik Smith presented this item. Smith explained that these lots are for an upcoming single family residential project off Cantey Street and Gun and Rod Road. Smith stated that according to our current subdivision ordinance, building setback lines cannot be closer than twenty-five (25) feet from the side of a lot which abuts a collector or an arterial street. Smith advised that according to the Thoroughfare Plan, Cantey Street and Gun and Rod Road are classified as minor collector streets. Smith noted the subdivision is being platted for single family residential units. Smith explained that typical single family residential lots that have a side yard on a local street are only required to have a 15-foot side yard which is what the applicant is requesting for the side yard for these lots. Smith stated the Planning and Zoning approved the variance request(s) unanimously.

Councilmember Goss was concerned about possibly enlarging the roads in the future and how it will affect the right-of-way. Council advised City Engineer Lori Lakatos to check into the future right-of-way requirements for Gun and Rod Road and bring back her recommendation at second reading of this ordinance.

A motion was made by Councilmember Pyle and seconded by Mayor Pro Tem Ebel to approve an Ordinance on its first reading authorizing a Variance to Side Lot Line Setback Requirements, as outlined in Section 23-22(1) of the City of Brenham's Code of Ordinances, on tracts of land totaling 23.822 Acres of Land and being further described as:

- a. Section 1, Block 1, Lot 1, Out of the Isaac Lee Survey, A-77, Located at the SE Corner of Cantey Street and Gun and Rod Road, in Brenham, Washington County, Texas;
- b. Section 1, Block 1, Lot 20, Out of the Isaac Lee Survey, A-77, Located at the SE Corner of Cantey Street and Gun and Rod Road, in Brenham, Washington County, Texas; and
- c. Section 1, Block 2, Lot 1 Out of the Isaac Lee Survey, A-77, Located at the SE Corner of Cantey Street and Gun and Rod Road, in Brenham, Washington County, Texas

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

15. Discuss and Possibly Act Upon Resolution No. R-17-017 Authorizing the Execution of an Agreement with TxDOT for the Temporary Closure of State Right of Way in Connection with the 2017 Christmas Stroll and Lighted Parade to be Held on Saturday, December 2, 2017

Community Services Specialist Crystal Locke presented this item. Locke explained that the 2017 Christmas Stroll and Lighted Parade is hosted by the City of Brenham and their goal is to create a family-friendly holiday environment and attract people to the downtown area. Locke advised that this year's stroll will be held December 1-2, 2017. Locke stated that the times are Friday from 5:00pm until 9:00pm and Saturday from 8:00am until 10:00pm. Locke noted that Main Street and Alamo Street will be closed between Market Street and Austin Street from 4:00pm until 10:00pm on Saturday. Locked stated there will be live entertainment, a lighted parade, kids' activities, and more. Locke explained that due to an agreement with TxDOT, closures over four hours need approval of this Agreement by the Council.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve Resolution No. R-17-017 authorizing the execution of an agreement with TxDOT for the temporary closure of state right of way in connection with the 2017 Christmas Stroll and Lighted Parade to be held December 2, 2017.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

16. Discuss and Possibly Act Upon Resolution No. R-17-018 Reauthorizing an Investment Policy for the City of Brenham

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that in 1987, the Texas Legislature adopted the Public Funds Investment Act (PFIA) which established guidelines for local governments. Miller noted this Act requires that a local government adopt a written investment policy and reauthorize the policy annually. Miller stated that after checking with Linda Patterson of Patterson & Associates, staff needs to make one change to the policy due to recent legislative session. Miller advised the change is on page 8 of the Investment Policy.

Section VI. Suitable and Authorized Investments

Authorized Investments

6. AAA rated money market funds which strive to maintain a \$1 net asset value and comply with SEC Rule 2a-7.

Miller stated this change would allow the City to use this type of money market fund under a sweep arrangement with the City's bank, with the goal of earning potentially higher interest to offset regulatory fees. Miller noted the current depository bank pays the City 1% on the daily ledger balance with no fees of any sort. Miller advised this section is being added for future utilization when staff seeks proposals for a new depository contract in July 2020.

A motion was made by Councilmember Cantey and seconded by Councilmember Pyle to approve Resolution No. R-17-018 Reauthorizing the Investment Policy for the City of Brenham dated October 12, 2017.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

17. Discuss and Possibly Act Upon Bid No. 17-011 for Janitorial Services for Various City Facilities and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that on September 25, 2017 the Purchasing Department opened bids for janitorial services for various city facilities. Rau stated there were two (2) bids received. Rau reminded Council that over the last two years, staff has taken the low bidder once and in 2017 staff decided to opt for the second lowest bidder and that performance was even worse. Rau noted the most common issue has been the distance in which the crews have to come, the lack of supervision, and the number of employees that have been assigned to the facilities. Rau explained that when the previous contract was terminated in May 2017, it was decided to use an interim cleaning crew to perform the janitorial duties. Rau stated at that time Kustom Clean Janitorial Services was chosen due to time constraints, and them being a local and previous bidder. Rau advised the service that Kustom Clean has provided has been outstanding on all aspects. Rau noted the interim period is nearing the end and bids have been received.

Rau explained that based off of the bid tabulation and information sheet, WCD Enterprises submitted the lowest bid and Kustom Clean Janitorial Services submitted a close bid. Rau explained that in the bid certain questions were asked in order to get a best value for the City and to alleviate any problems that staff has had with the past two contracts. Rau advised that no response was received by WCD on the travel distance by staff or supervisors, their staffing plan was estimated at 3-5 employees and when asked about performing emergency cleaning services they answered "No". Rau stated that Kustom Clean Janitorial is local, travel distance is 3 miles, supervisors are local, staffing plan involves 6-12 employees, and they can perform emergency cleaning services. Rau noted that staff believes that Kustom Clean will provide the most consistent and best value to the City facilities.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Ebel to award Bid No. 17-011 to Kustom Clean Janitorial in the amount of \$107,448.24 annually for janitorial services for various city facilities, based on Kustom Clean Janitorial providing the best value to the City due to the quality of the bidder's services, the extent to which the bidder's services meet the City's needs, and the bidder's past relationship with the City, and authorize the Mayor to execute any necessary documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

18. Discuss and Possibly Act Upon a Contract Between the City of Brenham and CR Systems, Inc. for Exterior Improvements to City Hall and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that in the 2017-18 budget process, staff asked council to fund exterior improvements to City Hall, specifically cleaning of the exterior brick and sealing of the brick along with all construction joints. Rau noted that this item was approved and budgeted for at \$85,000.

Rau stated that CR Systems Inc. has been doing this type of work on city buildings, such as the fire department and Boys and Girls Club in the past several years. Rau advised it has been very successful and protects the building for many years. Rau noted that CR Systems Inc. is part of The Interlocal Purchasing Systems (TIPS), which is a National Interlocal Purchasing Cooperative benefiting education, government and non-profit agencies. Rau advised that the work is expected to take approximately 2-3 weeks and all operations will remain open during the project.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve a contract, as approved in final form by the City Attorney, between the City of Brenham and CR Systems, Inc. for exterior improvements to City Hall in the amount of \$84,797.00 through TIPS and authorize the Mayor to execute any necessary documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

19. Discuss and Possibly Act Upon the Purchase of a Haul Truck Using BuyBoard Contract No. 521-16, for the City of Brenham's Sanitation Department and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that during the 2017-18 budget process the Sanitation Department requested a replacement haul truck for their fleet. Rau noted this replacement is part of the 10-year capital improvement plan. Rau stated this truck will replace a 2006 haul truck that has been a part of the fleet for 11 years and has made an estimated 5000+ trips to the landfill. Rau noted the staff has evaluated 3 different types of trucks and have all agreed that the Kenworth T880 will be suitable for the rough conditions in which the trucks will operate.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve the purchase of a 2018 Kenworth haul truck in the amount of \$119,875.00 using BuyBoard Contract No. 521-16, for the City of Brenham's Sanitation Department and authorize the Mayor to execute any necessary documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

20. Discuss and Possibly Act Upon a Contract Between the City of Brenham and DBT Transportation Services, LLC Related to the Support and Maintenance of the Automated Weather Observation System (AWOS) Located at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation

Planning Technician Kim Hodde presented this item. Hodde explained that in September 2014, the City executed a three-year agreement with Vaisala for the AWOS maintenance and support services at an annual cost of \$5,966. Hodde stated that during this contract period, Vaisala discontinued the maintenance and support of the AWOS systems and DBT Transportation Services, LLC took over the maintenance of these systems and worked under the existing agreements until their expirations.

Hodde explained that DBT has offered the same exceptional service as Vaisala and is offering the three-year agreement at the same annual cost of \$5,966. Hodde noted that this expense is eligible for 50% reimbursement under the TxDOT RAMP grant. Hodde advised that as an AWOS owner, we are obligated to operate and maintain the system according to FAA rules.

A motion was made by Councilmember Pyle and seconded by Councilmember Cantey to approve a contract between the City of Brenham and DBT Transportation Services, LLC for a three-year term beginning September 1, 2017 at an annual cost of \$5,966.00 related to the Support and Maintenance of the Automated Weather Observation System (AWOS) located at the Brenham Municipal Airport and authorize the Mayor to execute any necessary documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes
Councilmember Weldon Williams	Yes

21. Discuss and Possibly Act Upon Resolution No. R-17-019 Expressing Official Intent to Reimburse Certain Costs Related to Emergency Street and Drainage Repairs

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that due to the May 2016 flood event, the City experienced major damage to numerous roadways and drainage areas. Miller advised that the total cost for engineering and construction is estimated at \$1.425 million, and the Reimbursement Resolution is being proposed for \$1.5 million to provide a contingency amount. Miller explained that this agenda item allows Council the ability to reimburse certain costs related to these capital projects from the issuance of Certificates of Obligation in the event that FEMA does not reimburse the City in whole or in part.

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve Resolution No. R-17-019 expressing official intent to reimburse certain costs related to emergency street and drainage repairs.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes

22. Discuss and Possibly Act Upon Emergency Street Work Contracts for the Following Locations:

- a. Burleson Street at Higgins Branch;**
- b. Jefferson Street at Higgins Branch; and**
- c. Barbee Street at Unnamed Tributary to Hog Branch**

And Authorize the Mayor to Execute Any Necessary Documentation

City Engineer Lori Lakatos presented this item. Lakatos explained that several streets were undermined in the May 2016 flooding event. Lakatos stated that three of the streets have progressively gotten worse over the last 16 months and with Hurricane Harvey have become completely impassable or partially shut down. Lakatos noted that pursuant to Local Government Code Chapter 252 Exemptions, the City can expend funds to contract for needed emergency work without going through the formal procurement process for this work.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Ebel to award emergency street work contracts for the following project:

- 1. Barbee Street to Site Work Contractors, LLC for \$178,981.00;
- 2. Burleson Street at Higgins Branch to Site Work Contractors, LLC for \$464,700.00; and
- 3. Jefferson Street at Higgins Branch to Hassell Construction Co., Inc. for \$536,066.00

and authorize the Mayor to execute any necessary documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cante	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes

23. Discuss and Possibly Act Upon Authorizing a Request for Assistance Through the U. S. Department of Agriculture Natural Resources Conservation Services Emergency Watershed Protection Program and Authorize the City Manager to Execute Any Necessary Documentation

City Engineer Lori Lakatos presented this item. Lakatos explained that the U. S. Emergency Watershed Protection Program may be available to provide technical and financial assistance when a federal, state, or local emergency is declared. Lakatos noted that during Hurricane Harvey the City of Brenham sustained damages to creeks throughout the City. Lakatos stated that a Damage Survey Report must be completed within 60 days of the formal request for assistance. Lakatos advised that a 25 percent project cost match is required, but that can be accomplished through in-kind services or monetarily.

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve authorizing a request for assistance through the U.S. Department of Agriculture Natural Resources Conservation Service Emergency Watershed Protection Program and authorize the City Manager to execute any necessary documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Charlie Pyle	Yes

24. Administrative/Elected Officials Report

City Manager Terry Roberts reported on the following:

- Councilmembers Herring, Goss and Cantey will be serving on an ad-ho Committee to review the operations of the Animal Shelter.
- Development Services Director Erik Smith's last day will be October 19th, he will be going to work for the City of Haltom City.

Council adjourned into Executive Session at 2:35 p.m.

EXECUTIVE SESSION

- 25. Section 551.087 – Texas Government Code – Economic Development Negotiation – Discuss and Deliberate Project Chatt Regarding Commercial or Financial Information that the City Has Received from a Business Prospect and the Offer of Financial or Other Incentives to a Business Prospect that the City Seeks to Have Locate In or Near the City of Brenham and With Which the City is Conducting Economic Development Negotiations**
- 26. Section 551.074 – Texas Government Code – Personnel Matters – Discussion Regarding the Evaluation of Candidates for the Position of City Manager**

Executive Session adjourned at 4:51 p.m.

RE-OPEN REGULAR SESSION

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary



TMRS-CPI

ORDINANCE NO. O-17-018

TEXAS MUNICIPAL RETIREMENT SYSTEM

AN ORDINANCE PROVIDING FOR INCREASED PRIOR AND CURRENT SERVICE ANNUITIES UNDER THE ACT GOVERNING THE TEXAS MUNICIPAL RETIREMENT SYSTEM FOR RETIREES AND BENEFICIARIES OF DECEASED RETIREES OF THE CITY OF BRENHAM, AND ESTABLISHING AN EFFECTIVE DATE FOR THE ORDINANCE.

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

Increase in Retirement Annuities.

(a) On the terms and conditions set out in Section 854.203 of Subtitle G of Title 8, Government Code, as amended (hereinafter referred to as the "TMRS Act"), the City hereby elects to allow and to provide for payment of the increases below stated in monthly benefits payable by the System to retired employees and to beneficiaries of deceased employees of the City under current service annuities and prior service annuities arising from service by such employees to the City. An annuity increased under this section replaces any annuity or increased annuity previously granted to the same person.

(b) The amount of the annuity increase under this section is computed as the sum of the prior service and current service annuities on the effective date of retirement of the person on whose service the annuities are based, multiplied by **70%** of the percentage change in Consumer Price Index for All Urban Consumers, from December of the year immediately preceding the effective date of the person's retirement to the December that is 13 months before the effective date of the increase under this Section.

(c) An increase in an annuity that was reduced because of an option selection is reducible in the same proportion and in the same manner that the original annuity was reduced.

(d) If a computation hereunder does not result in an increase in the amount of an annuity, the amount of the annuity will not be changed hereunder.

(e) The amount by which an increase under this Section exceeds all previously granted increases to an annuitant is an obligation of the City and of its account in the Benefit Accumulation Fund of the System.

Effective Date. Subject to approval by the Board of Trustees of the System, this ordinance shall be and become effective on the 1st day of January 2018.

Passed and approved on its first reading this the 2nd day of November, 2017.

Passed and approved on its second reading this the 16th day of November, 2017.

ATTEST:

APPROVED:

City Secretary or Clerk

Mayor



AGENDA ITEM 7

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 9, 2017															
DEPT. OF ORIGIN: Convention and Visitors Bureau	SUBMITTED BY: Jenny Mills															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☐ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☒ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION		☒ WORK SESSION	
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☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION														
	☒ WORK SESSION															
AGENDA ITEM DESCRIPTION: Presentation of the Fourth Quarter Report by the Washington County Convention and Visitors Bureau																
SUMMARY STATEMENT: A copy of the Washington County Convention and Visitors Bureau Fourth Quarter Report is included in the agenda packet. If you are interested in obtaining a hard copy, please call the City Secretary at 979-337-7567																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference): N/A																
ATTACHMENTS: (1) 4th Quarter Report – Convention and Visitors Bureau																
FUNDING SOURCE (Where Applicable): N/A																
RECOMMENDED ACTION: Discussion only																
APPROVALS: Terry K. Roberts																

WCCC Convention & Visitors Bureau

Awareness Report – July 2017



WALK IN VISITORS:

2017: 742
2016: 670
2015: 569



VISITOR INFO REQUESTS:

2017: 1,676
2016: 197
2015: 2,049



WEBSITE VISITORS:

2017: 22,173
2016: 15,695
2015: 19,763

UNIQUE PAGEVIEWS:

2017: 42,448
2016: 36,308
2015: 43,905



VISIT BRENHAM APP:

July: 381
June: 374
May: 134
TOTAL: 1,847



LODGING REFERRALS:

2017: 730
2016: 618
2015: 921

LODGING SEARCHES:

2017: 819
2016: 970
2015: 1,107



ONLINE VISITOR GUIDE READS:

2017: 316
2016: 92
2015: 35



GOOGLE RANKINGS:

Bed and breakfast in Texas:
July: #22
June: #27

Lodging in Texas:
July: #20 & 26
June: #20

Texas getaways
July: #38
June: #47

Things to do in Texas:
July: #39
June: #47

TOP REFERRAL SITES:

1. Facebook.com
2. BrenhamTexas.com
3. RoundTopTexasAntiques.com
4. CityofBrenham.org
5. Games.AARP.org

DIGITAL CAMPAIGNS (Google & Facebook):

Total Spend: \$7,093.77
Total Impressions: 1,542,712
Total Clicks: 46,729
Click Thru Rate: 3.1%
Cost Per Click: \$0.15

MOST VISITED PAGES:

1. Home
2. Events
3. Play
4. Tours & Attractions
5. Fireworks on the Brazos event
6. Blue Bell info page

Major Tourism Events:

Chappell Hill 4th of July Parade
Hot Nights Cool Tunes
Grape Stomps

Group Activity:

Reguladores – approx. 500
Baseball/Softball tournaments - hundreds
Other Groups – 300+

Media Coverage

Advertising placements:

TexasHighways – Full page co-op ad

AARP digital – April-August campaign using several approaches

SanAntoniomag.com – The BUZZ email promotion

Tourtexas.com – medium banner

Calendar Listings

Texas Events Calendar -

Harvest Grape Stomp

Crush for Fun

Hot Nights Cool Tunes concerts

“Sleeping Beauty” at Unity Theatre

Festivals of Texas –

Fireworks-on-the-Brazos at Washington on the Brazos

Harvest Grape Stomp

July 4th parade and Summer Cowboy Event at Chappell Hill

Hot Nights Cool Tunes concerts

Crush for Fun

Texas Highways magazine –

Crush for Fun

Harvest Grape Stomp

“Sleeping Beauty” at Unity Theatre

Round Top Music Festival

AAA Texas Journey magazine –

Hot Nights Cool Tunes concerts

July 4 at Washington on the Brazos

Insite magazine –

Fireworks-on-the-Brazos at Washington on the Brazos

July 4th Parade in Chappell Hill

July 4th activities in Round Top

Texas Farm & Home magazine –

Harvest Grape Stomp

Crush for Fun

“Sleeping Beauty” at Unity Theatre

Editorial Coverage:

Print

AAA Texas Journey – Fireworks feature includes Fireworks-on-the-Brazos

Texas Meetings & Events – Feature about the Inn at Dos Brisas

Regional/Civic meetings attended:

Tourism Tuesday

WCCC Convention & Visitors Bureau

Awareness Report – August 2017



WALK IN VISITORS:

2017: 358
2016: 605
2015: 431



VISITOR INFO REQUESTS:

2017: 553
2016: 530
2015: 1,741



WEBSITE VISITORS:

2017: 17,690
2016: 14,731
2015: 14,900

UNIQUE PAGEVIEWS:

2017: 33,108
2016: 31,239
2015: 31,690



VISIT BRENHAM APP:

AUG: 1,264
July: 381
June: 374
TOTAL: 3,111



LODGING REFERRALS:

2017: 730
2016: 618
2015: 921

LODGING SEARCHES:

2017: 819
2016: 970
2015: 1,107



ONLINE VISITOR GUIDE READS:

2017: 316
2016: 92
2015: 35



GOOGLE RANKINGS:

Bed and breakfast in Texas:

Aug: #22
July: #22

Hotels in Brenham:

Aug: #5
July: #5

Texas festivals:

Aug: #22
July: #76

Things to do in Texas:

Aug: #75
July: #80

TOP REFERRAL SITES:

1. Facebook.com
2. RoundTopTexasAntiques.com
3. BrenhamTexas.com
4. CityofBrenham.org
5. AARP.org

DIGITAL CAMPAIGNS (Google & Facebook):

Total Spend: \$7,576.30
Total Impressions: 1,672,206
Total Clicks: 51,330
Click Thru Rate: 3.1%
Cost Per Click: \$0.15

MOST VISITED PAGES:

1. Home
2. County Fair event page
3. Play
4. Stay
5. Events

Major Tourism Events:

Grape Stomps
First Sunday Funday
Chappell Hill Lavender and Wine Fest

Group Activity:

Brenham U Conference 2nd Session - 300+
TACE State Assoc. Meeting - 25
Women of ELCA - 100
Other groups - 100+

Media Coverage

Advertising placements:

Texas Monthly – 1/6 page

San Antonio magazine – 1/3 page

Living magazine – 1/2 page in five Houston area editions

Texas Farm & Home – 1/4 page

Byways digital magazine – 1/2 page

Tourtexas.com – featured video

Calendar Listings

Texas Events Calendar -

- Harvest Grape Stomp

- Crush for Fun

- Chappell Hill Lavender & Wine Fest

Festivals of Texas –

- Harvest Grape Stomp

- Crush for Fun

- Chappell Hill Lavender & Wine Fest

Texas Highways magazine –

- Crush for Fun

- Harvest Grape Stomp

- Chappell Hill Lavender & Wine Fest

theeagle.com –

- Chappell Hill Lavender & Wine Fest

- Craft & Toy Making at Star of the Republic Museum

Texas Co-op Power –

- Chappell Hill Lavender & Wine Fest

Texas Farm & Home magazine –

- Harvest Grape Stomp

- Chappell Hill Lavender & Wine Fest

Editorial Coverage:

Print

Texas Farm & Home – feature about Washington County Fair

Online

AprilMonterrosa.com – blogs about Lillian Farms and Lavender & Wine Fest

Regional/Civic meetings attended:

Texas Association of CVBs Conference

City Council

Commissioners Court

Fayette County Tourism Association Summit

WCCC Convention & Visitors Bureau

Awareness Report – September 2017



WALK IN VISITORS:

2017: 459
2016: 482
2015: 411



VISITOR INFO REQUESTS:

2017: 696
2016: 1,840
2015: 1,913



WEBSITE VISITORS:

2017: 18,061
2016: 13,820
2015: 11,122

UNIQUE PAGEVIEWS:

2017: 32,701
2016: 30,043
2015: 27,098



VISIT BRENHAM APP:

SEPT: 84
Aug: 1,264
July: 381
TOTAL: 3,111



LODGING REFERRALS:

2017: 855
2016: 1,028
2015: 1,276

LODGING SEARCHES:

2017: 1,289
2016: 805
2015: 1,436



ONLINE VISITOR GUIDE READS:

2017: 185
2016: 81
2015: 36



GOOGLE RANKINGS:

Bed and breakfast in Texas:

Sept: #27
Aug: #24

Hotels in Brenham:

Sept: #2
Aug: #5

Texas vacations:

Sept: #50
Aug: # >120

Things to do in Texas:

Sept: #64
Aug: #75

TOP REFERRAL SITES:

1. Facebook.com
2. RoundTopTexasAntiques.com
3. BrenhamTexas.com
4. CityofBrenham.org

MOST VISITED PAGES:

1. County Fair event page
2. Home
3. Events
4. Play
5. Antiques Show event page

Major Tourism Events:

Washington County Fair
Asleep at the Wheel at The W.W. O'Donnell
A Grand Night for Singing at Unity Theatre

Group Activity:

200+ people recorded from various day trip groups

Media Coverage

Advertising placements:

Texas Monthly – 1/3 page formatted ad

Texas Events Calendar – full page co-op with Texas Independence Trails Region

Texas Aggie Magazine – 1/2 page

See Texas First – 1/16 page

Show Daily – 1/2 page

TACVB Meet Texas – 1/3 page & 1/4 page

Calendar Listings

Texas Events Calendar -

La Bahia Antiques Show, Burton

Festivals of Texas –

Washington County Fair

La Bahia Antiques

Round Top Antiques

Texas Highways magazine –

La Bahia Antiques Show, Burton

TourTexas.com

Washington County Fair

“A Grand Night for Singing” at Unity Theatre

Round Top Antiques

Editorial Coverage:

Print

Texas Farm & Home –

Feature stories about Newman’s Castle, Asleep at the Wheel, Bluebonnet Opry, Round Top Antiques

Houston Chronicle –

Feature about The Butcher’s Ball, an October event at Rockin’ Star Ranch

Texas Highways –

Travel spotlight on Round Top Antiques

Show Daily –

Feature stories about Round Top (antiques & music), Texas Arts & Music Festival, Burton’s Big Star

Texas Night

Online

AprilMonterrosa.com – blog about grape stomps

KBTX.com – video about Washington County Fair

PureWow.com – feature about Inn at Dos Brisas

Chron.com – feature about The Butcher’s Ball, an October meat event at Rockin’ Star Ranch

Video

KBTX – news clip about Washington County Fair

Regional/Civic meetings attended:

Adventure290

Tourism Tuesday

Tourism Initiative Group meetings



AGENDA ITEM 8

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 9, 2017															
DEPT. OF ORIGIN: Brenham EDF	SUBMITTED BY: Steven Drake															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☐ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☒ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION		☒ WORK SESSION	
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	☒ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discussion and Update on the Tax Phase-In Compliance Review Committee																
SUMMARY STATEMENT: The Tax Phase-In Compliance Review Committee meets every year to review all of the current tax phase-in recipients who were granted the incentive to ensure that value creation and employment & payroll criteria are being met. This year, the Committee reviewed the following ten companies for compliance: Advanced Data Storage, Stanpac, Blue Bell Creameries, QuestSpecialty, Valmont Industries, Longwood Elastomers, MIC Group, Brazos Valley Brewing Company, PPE/GSL and Tempur Sealy. The Committee has verified that all ten companies are in compliance with the criteria set forth in the Tax Phase-In Policy.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Memo from Brenham EDF																
FUNDING SOURCE (Where Applicable):																
RECOMMENDED ACTION: Discussion only																
APPROVALS: Terry K. Roberts																



2017 Board of Directors

Billy Holle, Chair
Seidel Schroeder

Matt Bentke, Vice Chair
Bluebonnet Electric Cooperative

Mike Hopkins, Jr., Secretary
Mike Hopkins Distributing Co.

Tieman Dippel III, Treasurer
Brenham National Bank

William Krueger, Past Chair
Jones|Carter, Retired

Roger Atkins
RJ3 Enterprise

Blake Brannon
Brannon Industrial Group

Chris Cangelosi
Washington County Abstract Co.

Cory Flencher
Citizens State Bank

Chad Gerke
The Gerke Law Firm

Catherine Kenjura
Lacina & Kenjura

Barney Loesch
Thrivent Financial

Stephen Miller
Brenham Wholesale Grocery Co.

Arlen Thielemann
Thielemann Construction Co.

Jarvis Van Dyke
Van Dyke, Rankin & Co.

Gary Weiss
Germania Insurance, Retired

Staff

Page Michel
President & CEO

Steven Drake
Project Manager

MEMORANDUM

To: Mayor Tate and Brenham City Council
From: Steven Drake, EDF Project Manager
Subject: Tax Phase-In Compliance Review Committee Report
Date: November 16, 2017

According to the City of Brenham's Tax Phase-In Policy, a Compliance Review Committee shall collect from every tax phase-in incentive recipient a sworn statement of compliance and verifying documents ensuring that all requirements have been met. The Committee shall then provide a report on the status of all Tax Phase-In incentive agreements to the City Council on or before December 15 of each calendar year.

This year, the Committee reviewed ten companies for compliance:

- Advanced Data Storage
- Stanpac
- Blue Bell Creameries
- QuestSpecialty
- Valmont Industries
- Longwood Industries
- MIC Group
- Brazos Valley Brewing Company
- PPE/GSL
- Tempur Sealy

The Tax Phase-In Compliance Review Committee, consisting of Roger Chambers and John Gunn representing the County, Shirley Herring and Catherine Kenjura representing the City and Willy Dilworth representing the Appraisal District, met on August 17 to review their records. All ten companies have met the value creation and employment & payroll criteria for receiving the tax phase-in incentive.

If you have any questions, please feel free to contact the EDF office at 979-836-8927 or steve@brenhamtexas.com.



AGENDA ITEM 9

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 9, 2017															
DEPT. OF ORIGIN: Public Works	SUBMITTED BY: Dane Rau															
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	☒ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discussion and Update on the Annual Spring Clean Up Event Held at the City of Brenham's Citizens Collection Station																
SUMMARY STATEMENT: Over the last few years we have evaluated the impact that the annual spring cleanups have on our Sanitation facilities and operations. The City of Brenham has been offering both the City and County residents "free" cleanup days in late March and April. These cleanups although ideal for the residents of both the City and County are putting a large burden on Sanitation staff and the operations of the Collection and Transfer Stations. These cleanups were designed to give citizens the opportunity to conduct spring cleaning around their homes and dispose of items laying around the property in order to beautify the City and County. Staff has actually seen that it may be having the reverse effect as many citizens are collecting and storing items for many months preparing for the "free weekend" event that has been hosted annually. These spring cleanups are 3 day events in which the City has a Thursday, Friday, and Saturday to dispose of items and then the next week the county has the same opportunity with a 3-day event. With these cleanups and the amount of waste that is brought in, it dramatically affects our normal operations and is very expensive to operate. The amount of waste left behind, although managed to the best of staff's ability is a nuisance for many weeks following the county cleanup. Due to the amounts of waste brought in our capacity of our operations are overwhelmed and the waste is dumped into the pit area where haul trailers normally sit. Just this last year we received right at 600 tons of waste within the two-week period. Pictures attached will show how the progression of waste accumulated during the start of the event and at the end of the event. After the events are over, it takes us weeks to clean up the pit area and sanitation yard. These events are very expenses and unlike the past, scrap metal prices have dwindled which do not come close to covering costs. In 2017, the City cleanup generated 178 tons with a disposal cost of \$7,597.30. The County cleanup generated 404 tons with disposal costs totaling \$17,209. The total costs of both cleanups including additional temp workers, overtime and additional fuel totaled \$31,484. Only \$5,367 was offset by scrap metal revenues. This does not include the wear and tear on our fleet. These expenses are covered only by rates generated throughout the year on gate fees associated with the Collection Station. We have raised Collection Station rates in previous years to keep the Collection Station in the positive but we are still having trouble funding capital needs with this department. The biggest issue that we see is the shear amount of waste that is coming in and how much of a burden it puts on our facility while also trying to manage daily duties. This is not an easy process as compacted waste is being brought to the facility from regular waste																

generators. In 2017, in order to try and catch up, we had to close the doors to the Collection Station in order to decrease the amount of waste from what was collected. On December 15, 2015, the City and County entered into an interlocal agreement which discussed a partnership with sanitation services and outlines each entities responsibility concerning the cleanup and rates paid by the county. The contract was signed on December 15, 2015 and was a one-year agreement and automatically renews each year unless either party gives 60 days' notification. I feel that due to the magnitude and expense of the cleanups we need to look at another method of offering a spring cleaning to the residents of the City or County. I have toyed with the two options. The first would still be consistent with hosting the 3-day event but instead of being "Free" allowing each resident the first 500 lbs. free and then anything over that amount would be charged for at the normal rate. This would get back to the intent of the free cleanup but would limit the amount of free debris brought in. The second option I considered was instead of offering "Free" collection days we possibly could discount the days to cut the rates in half going from the normal rate of \$90/ton to \$45/ton for all residents during those 3 day events. This would give residents an opportunity to dispose of unwanted waste at half the rate and keep expenditures less on the Collection Station budget. I am willing to discuss this more but the negative impact on our facilities and operation is what is hard for the Sanitation staff to handle. I strongly believe that we can offer some discount to the City and County but the ILA will have to be re-visited and adjusted. I am looking for help but I believe that this is becoming a big burden on the Sanitation facilities and staff when we try hard to keep clean and safe facilities that run smoothly.
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:
ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS: (1) Photos of 2017 Spring Clean Up
FUNDING SOURCE (Where Applicable):
RECOMMENDED ACTION: Discussion only
APPROVALS: Ryan Rapelye



Day 1- County Cleanup





Day 2 - County Cleanup





Day 3- County Cleanup





Sunday following County Cleanup





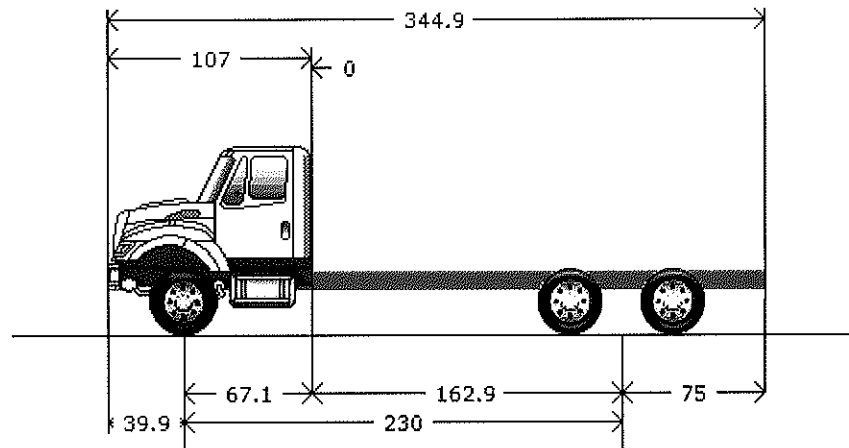
AGENDA ITEM 10

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 9, 2017															
DEPT. OF ORIGIN: Public Utilities	SUBMITTED BY: Lowell Ogle															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION		☐ WORK SESSION	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:														
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING														
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION														
	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon the Purchase of a Discharge Spreader Truck for the City of Brenham's Water Treatment Plant Through the National Joint Powers Alliance Cooperative and Authorize the Mayor to Execute Any Necessary Documentation																
SUMMARY STATEMENT: During the budget process, Council approved the purchase of a new discharge spreader truck for the Water Treatment Plant. This truck will be used to deliver and spread sludge to the city's landfill on Old Navasota Rd. This will replace Unit 229, a 1999 model which will be sold on GovDeals. The unit was budgeted and is coming in at \$171,000.00. This unit will be purchased using the NJPA Cooperative Purchasing Process from Hermann International. See attached Proposal 1731-01.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Replace the current older unit. B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Proposal 1731-01.																
FUNDING SOURCE (Where Applicable): 104-5-100-860.11																
RECOMMENDED ACTION: Approve the purchase of a 2018 International 7400 Discharge Spreader Truck for the City of Brenham's Water Treatment Plant from Herrmann International, in the amount of \$171,000.00 and authorize the Mayor to execute any necessary documentation																
APPROVALS: Terry K. Roberts																

Prepared For:
CITY OF BRENHAM SANITATI
Bobby
P.o. Box 1059
Brenham, TX 77833-
(979)337 - 7200
Reference ID: N/A

Presented By:
HERRMANN INTERNATIONAL
Darryl Herrmann
514 W ALAMO
BREHAM TX 77833 -
(979)836-2537

Thank you for the opportunity to provide you with the following quotation on a new International truck. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.



Model Profile
2018 7400 SBA 6X4 (SF625)

APPLICATION:	Packer - Rear Loader
MISSION:	Requested GVWR: 62000. Calc. GVWR: 62000 Calc. Start / Grade Ability: 17.29% / 1.68% @ 55 MPH Calc. Geared Speed: 67.0 MPH
DIMENSION:	Wheelbase: 230.00, CA: 162.90, Axle to Frame: 75.00
ENGINE, DIESEL:	{Cummins L9 330} EPA 2017, 330HP @ 2000 RPM, 1000 lb-ft Torque @ 1400 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)
TRANSMISSION, AUTOMATIC:	{Allison 3000 RDS} 5th Generation Controls, Close Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 62,000-lb GVW, Refuse/Mixer
CLUTCH:	Omit Item (Clutch & Control)
AXLE, FRONT NON-DRIVING:	{Meritor MFS-16-143A} Wide Track, I-Beam Type, 16,000-lb Capacity
AXLE, REAR, TANDEM:	{Meritor RT-46-160} Single Reduction, 46,000-lb Capacity, Driver Controlled Main Locking Differential in Forward-Rear and Rear-Rear Axle, 200 Wheel Ends Gear Ratio: 5.38 Conventional
CAB:	(2) 425/65R22.5 Load Range L HTC1 (CONTINENTAL), 465 rev/mile, 68 MPH, All-Position
TIRE, FRONT:	(8) 11R22.5 Load Range H HDC1 (CONTINENTAL), 488 rev/mile, 75 MPH, Drive
TIRE, REAR:	{Hendrickson RT-463} Walking Beam Type 54" Axle Spacing; 46,000-lb Capacity with Bronze Center Bushings
SUSPENSION, REAR, TANDEM:	
FRAME REINFORCEMENT:	Outer "C" Channel, Heat Treated Alloy Steel (120,000 PSI Yield); 10.813" x 3.892" x 0.312"; (274.6mm x 98.9mm x 8.0mm); 480.0" (12192mm) Maximum OAL
PAINT:	Cab schematic 100GN Location 1: 9219, Winter White (Std) Chassis schematic N/A

Description

Base Chassis, Model 7400 SBA 6X4 with 230.00 Wheelbase, 162.90 CA, and 75.00 Axle to Frame.

TOW HOOK, FRONT (2) Frame Mounted

FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.125" x 3.580" x 0.312" (257.2mm x 90.9mm x 8.0mm); 480.0" (12192) Maximum OAL

FRAME REINFORCEMENT Outer "C" Channel, Heat Treated Alloy Steel (120,000 PSI Yield); 10.813" x 3.892" x 0.312"; (274.6mm x 98.9mm x 8.0mm); 480.0" (12192mm) Maximum OAL

BUMPER, FRONT Steel, Swept Back

Includes

: BUMPER, FRONT Powder Coated Gray (Argent) Color

FRAME EXTENSION, FRONT Integral; 20" In Front of Grille

CROSSMEMBER, FRONT for Hydraulic Pump, Mounting Flange to Accommodate Pump

WHEELBASE RANGE 221" (560cm) Through and Including 262" (665cm)

AXLE, FRONT NON-DRIVING {Meritor MFS-16-143A} Wide Track, I-Beam Type, 16,000-lb Capacity

Notes

: The following features should be considered when calculating Front GAWR: Front Axles; Front Suspension; Brake System; Brakes, Front Air Cam; Wheels; Tires.

SUSPENSION, FRONT, SPRING Parabolic, Taper Leaf; 16,000-lb Capacity; with Shock Absorbers

Includes

: SPRING PINS Rubber Bushings, Maintenance-Free

Notes

: The following features should be considered when calculating Front GAWR: Front Axles; Front Suspension; Brake System; Brakes, Front Air Cam; Wheels; Tires.

BRAKE SYSTEM, AIR Dual System for Straight Truck Applications

Includes

: BRAKE LINES Color and Size Coded Nylon

: DRAIN VALVE Twist-Type

: GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster

: PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel

: PARKING BRAKE VALVE For Truck

: QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4

: SLACK ADJUSTERS, FRONT Automatic (with Air Cam Brakes)

: SLACK ADJUSTERS, REAR Automatic (with Air Cam Brakes)

: SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6

Notes

: Rear Axle is Limited to 46,000-lb GAWR with Code 04091 BRAKE SYSTEM, AIR and Standard Rear Air Cam Brakes Regardless of Axle /Suspension Ordered.

BRAKES, FRONT, AIR CAM 16.5" x 6", Includes 24 SqIn Long Stroke Brake Chambers

Notes

: The following features should be considered when calculating Front GAWR: Front Axles; Front Suspension; Brake System; Brakes, Front Air Cam; Wheels; Tires.

DRAIN VALVE {Berg} with Pull Chain, for Air Tank

Includes

: DRAIN VALVE Mounted in Wet Tank

AIR BRAKE ABS {Bendix AntiLock Brake System} Full Vehicle Wheel Control System (4-Channel)

Description

AIR DRYER {Bendix AD-IP} with Heater

Includes

: AIR DRYER LOCATION Inside Left Rail, Back of Cab

BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 Spring Brake

BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 SqIn

BRAKES, REAR, AIR CAM S-Cam; 16.5" x 7.0"; Includes 30/30 Sq.In. Long Stroke Brake Chamber and Spring Actuated Parking Brake

Notes

: The following features should be considered when calculating Rear GAWR: Rear Axles; Rear Suspension; Brake System; Brakes, Rear Air Cam; Brake Shoes, Rear; Special Rating, GAWR; Wheels; Tires.

AIR COMPRESSOR {Cummins} 18.7 CFM Capacity

DUST SHIELDS, FRONT BRAKE for Air Brakes

DUST SHIELDS, REAR BRAKE for Air Brakes

AIR TANK LOCATION (2) : One Mounted Under Each Frame Rail, Front of Rear Suspension, Parallel to Rail

STEERING COLUMN Tilting

STEERING WHEEL 2-Spoke, 18" Dia., Black

STEERING GEAR (2) {Sheppard M100/M80} Dual Power

AFTERTREATMENT COVER Steel, Black

EXHAUST SYSTEM Single Horizontal Aftertreatment Device, Frame Mounted Right Side Under Cab; for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab

TAIL PIPE (1) Turnback Type, Non-Bright, for Single Exhaust

EXHAUST HEIGHT 10'

MUFFLER/TAIL PIPE GUARD (1) Non-Bright Aluminum

ELECTRICAL SYSTEM 12-Volt, Standard Equipment

Includes

: DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab

: HAZARD SWITCH Push On/Push Off, Located on Top of Steering Column Cover

: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever

: HEADLIGHTS (2) Halogen, Round, with Chrome Plated Bezels

: JUMP START STUD Located on Positive Terminal of Outermost Battery

: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light

: STARTER SWITCH Electric, Key Operated

: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector

: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature

: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever

: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted

: WIRING, CHASSIS Color Coded and Continuously Numbered

CIGAR LIGHTER Includes Ash Cup

ALTERNATOR {Leece-Neville AVI160P2013} Brush Type; 12 Volt 160 Amp. Capacity, Pad Mount, with Remote Sense

BODY BUILDER WIRING Back of Standard Cab at Left Frame or Under Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/Accessory Power/Ground and Sealed Connector for Stop/Turn

BATTERY SYSTEM {International} Maintenance-Free, (3) 12-Volt 1950CCA Total

RADIO {Panasonic CQ120} AM/FM, Includes Multiple Speakers, Includes Auxiliary Input

DescriptionIncludes

: SPEAKERS IN CAB (2) Dual-Cone with Deluxe Interior
: SPEAKERS IN CAB (4) Coaxial with Premium Interior

HORN, ELECTRIC Disc Style

BATTERY BOX Steel with Plastic Cover, 18" Wide, 2, 3, or 4 Battery Capacity, Mounted Right Side Back of Cab

HORN, AIR Black, Single Trumpet, Air Solenoid Operated

HEADLIGHTS Long Life Halogen; for Two Light System

CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade

STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt; less Thermal Over-Crank Protection

INDICATOR, LOW COOLANT LEVEL with Audible Alarm

CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses

TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender

FENDER EXTENSIONS Rubber

INSULATION, UNDER HOOD for Sound Abatement

GRILLE Stationary, Chrome

INSULATION, SPLASH PANELS for Sound Abatement

FRONT END Tilting, Fiberglass, with Three Piece Construction; for WorkStar

PAINT SCHEMATIC, PT-1 Single Color, Design 100

Includes

: PAINT SCHEMATIC ID LETTERS "GN"

PAINT TYPE Base Coat/Clear Coat, 1-2 Tone

CUSTOMER IDENTITY for National Joint Powers Alliance

MUD FLAPS, FRONT WHEELS (2) Rubber, Behind Front Wheels, Mounted on Fender Extension, for Tire Size 425/445

CLUTCH Omit Item (Clutch & Control)

ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

PTO EFFECTS, ENGINE FRONT Less PTO Unit, Includes Adapter Plate on Engine Front Mounted

ENGINE, DIESEL {Cummins L9 330} EPA 2017, 330HP @ 2000 RPM, 1000 lb-ft Torque @ 1400 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)

FAN DRIVE {Horton Drivemaster} Direct Drive Type, Two Speed with Residual Torque Device for Disengaged Fan Speed

Includes

: FAN Nylon

RADIATOR Cross Flow, Series System; 1228 SqIn Aluminum Radiator Core with Internal Water to Oil Transmission Cooler and 1167 In Charge Air Cooler

Includes

: DEAERATION SYSTEM with Surge Tank

: HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps

: RADIATOR HOSES Premium, Rubber

AIR CLEANER Dual Element

Includes

Description

: GAUGE, AIR CLEANER RESTRICTION Air Cleaner Mounted

THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel

ENGINE CONTROL, REMOTE MOUNTED - No Provision Furnished for Remote Mounted Engine Control

EMISSION COMPLIANCE Federal, Does Not Comply with California Clean Air Idle Regulations

FEDERAL EMISSIONS (Cummins L9) EPA, OBD and GHG Certified for Calendar Year 2017

AUTOMATIC NEUTRAL Allison WT, 3000 & 4000 Series Transmission Shifts to Neutral When Parking Brake is Engaged

TRANSMISSION, AUTOMATIC (Allison 3000 RDS) 5th Generation Controls, Close Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 62,000-lb GVW, Refuse/Mixer

TRANSMISSION SHIFT CONTROL (Allison) Push-Button Type; for Allison 3000 & 4000 Series Transmission

TRANSMISSION OIL Synthetic; 29 thru 42 Pints

ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS); Front Loaders, Rear Loaders, Recycling/Packer Trucks

SHIFT CONTROL PARAMETERS Allison 3000 or 4000 Series Transmissions, 5th Generation Controls, Performance Programming

PTO LOCATION Dual, Left and Right Side of Transmission

AXLE, REAR, TANDEM (Meritor RT-46-160) Single Reduction, 46,000-lb Capacity, Driver Controlled Main Locking Differential in Forward-Rear and Rear-Rear Axle, 200 Wheel Ends . Gear Ratio: 5.38

Includes

: POWER DIVIDER LOCK Electric over Air Operated, Cab Control with Indicator Light

: REAR AXLE DRAIN PLUG (2) Magnetic, For Tandem Rear Axle

Notes

: The following features should be considered when calculating Rear GAWR: Rear Axles; Rear Suspension; Brake System; Brakes, Rear Air Cam; Brake Shoes, Rear; Special Rating, GAWR; Wheels; Tires.

: When Specifying Axle Ratio, Check Performance Guidelines and TCAPE for Startability and Performance

SUSPENSION, REAR, TANDEM (Hendrickson RT-463) Walking Beam Type 54" Axle Spacing; 46,000-lb Capacity with Bronze Center Bushings

Includes

: CROSSMEMBER, SUSPENSION Stamped Steel Double Dogbone

Notes

: The following features should be considered when calculating Rear GAWR: Rear Axles; Rear Suspension; Brake System; Brakes, Rear Air Cam; Brake Shoes, Rear; Special Rating, GAWR; Wheels; Tires.

SUSPENSION/REAR-AXLE IDENTITY for Meritor Tandem Rear Axles with Bar-Pin Beam Attachment Type Suspensions

TRANSVERSE TORQUE RODS with Hendrickson Suspensions

AXLE, REAR, LUBE (EmGard FE-75W-90) Synthetic Oil; 65 thru 89.99 Pints

FUEL/WATER SEPARATOR (Racor 400 Series,) Unheated, with Primer Pump, and WIF Sensor

LOCATION FUEL/WATER SEPARATOR Mounted Outside Left Rail 24" Back of Cab

FUEL TANK Top Draw, Non-Polished Aluminum, D-Style, 19" Tank Depth, 70 US Gal (265L), with Quick Connect Outlet, Mounted Left Side, Under Cab

DEF TANK 7 U.S. Gal. 26.5L Capacity, Frame Mounted Outside Left Rail, Under Cab

CAB Conventional

Includes

: ARM REST (2) Molded Plastic; One Each Door

: COAT HOOK, CAB Located on Rear Wall, Centered Above Rear Window

Description

: CUP HOLDERS Two Cup Holders, Located in Lower Center of Instrument Panel
: DOME LIGHT, CAB Rectangular, Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Console, Center Mounted
: GLASS, ALL WINDOWS Tinted
: GRAB HANDLE, CAB INTERIOR (1) "A" Pillar Mounted, Passenger Side
: GRAB HANDLE, CAB INTERIOR (2) Front of "B" Pillar Mounted, One Each Side
: INTERIOR SHEET METAL Upper Door (Above Window Ledge) Painted Exterior Color
: STEP (4) Two Steps Per Door

GAUGE CLUSTER English with English Electronic Speedometer

Includes

: GAUGE CLUSTER (6) Engine Oil Pressure (Electronic), Water Temperature (Electronic), Fuel (Electronic), Tachometer (Electronic), Voltmeter, Washer Fluid Level
: ODOMETER DISPLAY, Miles, Trip Miles, Engine Hours, Trip Hours, Fault Code Readout
: WARNING SYSTEM Low Fuel, Low Oil Pressure, High Engine Coolant Temp, and Low Battery Voltage (Visual and Audible)

IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

GAUGE, DEF FLUID LEVEL

SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 1 Chamber Lumbar, with 2 Position Front Cushion Adjust, -3 to +14 Degree Angle Back Adjust

Includes

: SEAT BELT 3-Point, Lap and Shoulder Belt Type

GRAB HANDLE Chrome; Towel Bar Type with Anti-Slip Rubber Inserts; for Cab Entry Mounted Left Side Only at "B" Pillar

SEAT, PASSENGER {National} Non Suspension, High Back, Fixed Back, Integral Headrest, Vinyl

MIRRORS (2) {Lang Mekra} Rectangular, Black Heads, Brackets and Arms, Breakaway Type, 7.55" x 14.1" Integral Convex Both Sides, 102" Inside Spacing

AIR CONDITIONER {Blend-Air} with Integral Heater & Defroster

Includes

: HEATER HOSES Premium
: HOSE CLAMPS, HEATER HOSE Mubea Constant Tension Clamps
: REFRIGERANT Hydrofluorocarbon HFC-134A

INSTRUMENT PANEL Center Section, Flat Panel

HVAC FRESH AIR FILTER

FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood

CAB INTERIOR TRIM Deluxe

Includes

: CAB INTERIOR TRIM PANELS Cloth Covered Molded Plastic, Full Height; All Exposed Interior Sheet Metal is Covered Except for the Following: with a Two-Man Passenger Seat or with a Full Bench Seat the Back Panel is Completely Void of Covering
: CONSOLE, OVERHEAD Molded Plastic; With Dual Storage Pockets with Retainer Nets and CB Radio Pocket
: DOOR TRIM PANELS Molded Plastic; Driver and Passenger Doors
: FLOOR COVERING Rubber, Black
: HEADLINER Soft Padded Cloth
: INSTRUMENT PANEL TRIM Molded Plastic with Black Center Section
: STORAGE POCKET, DOOR (1) Molded Plastic, Full-Length; Driver Door
: SUN VISOR (2) Padded Vinyl with Driver Side Toll Ticket Strap, Integral to Console

CAB REAR SUSPENSION Air Bag Type

WHEELS, FRONT {Accuride 29807} DISC; 22.5x12.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs, Offset 5.37"

Description

WHEELS, REAR {Accuride 29169} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs

(8) TIRE, REAR 11R22.5 Load Range H HDC1 (CONTINENTAL), 488 rev/mile, 75 MPH, Drive

(2) TIRE, FRONT 425/65R22.5 Load Range L HTC1 (CONTINENTAL), 465 rev/mile, 68 MPH, All-Position

Services Section:

WARRANTY Standard for WorkStar 7300/7400 (4x2, 4x4, 6x4, 6x6), Effective with Vehicles Built January 2, 2015 or Later, CTS-2002U
Kuhn Body

<u>Description</u>	(US DOLLAR)	<u>Price</u>
Factory List Prices:		
Product Items	\$138,158.00	
Service Items	\$0.00	
Total Factory List Price Including Options:		\$138,158.00
Freight Charge	\$2,200.00	
Total Freight:		\$2,200.00
Total Factory List Price Including Freight:		\$140,358.00
Less Customer Allowance:		(\$47,858.00)
Total Vehicle Price:		\$92,500.00
Total Body/Allied Equipment:		\$78,500.00
Total Sale Price:		\$171,000.00
Total Per Vehicle Sales Price:		\$171,000.00
Net Sales Price:		\$171,000.00

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Firm or Business Name

Authorized Signature

Authorized Signature and Date

This proposal is not binding upon the seller without
Seller's Authorized Signature

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

<u>Description</u>	(US DOLLAR)	<u>Price</u>
Kuhn Body		\$78,500.00
		Total Body Allied/Equipment: \$78,500.00



AGENDA ITEM 11

DATE OF MEETING: November 16, 2017		DATE SUBMITTED: November 9, 2017	
DEPT. OF ORIGIN: Finance		SUBMITTED BY: Carolyn D. Miller	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION		CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	
ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION			
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon an Equipment Financing Proposal with Bank of Brenham and Authorize the Mayor to Execute Any Necessary Documentation			
SUMMARY STATEMENT: This is a companion item for the financing of capital equipment as presented by Lowell Ogle, Assistant City Manager-Public Utilities. The FY17-18 adopted budget included the lease purchase of a Sludge Spreader Truck by the Water Department. The equipment cost is \$171,000 and we received the following equipment financing proposals regarding the procurement of this equipment:			
<u>Proposal</u>	<u>Terms</u>	<u>Interest Rate</u>	<u>Annual Payment</u>
Bancorp South	5 Years	2.49%	\$36,826.94 in arrears *
*approximate amount; actual payment determined at funding date			
Bank of Brenham	5 Years	2.50%	\$36,808.66 in arrears
JPMorgan Chase	5 Years	2.85%	TBD
We are recommending that Council approve the equipment financing proposal from Bank of Brenham for 5 years at an interest rate of 2.50% with annual payments of principal and interest, each in arrears, equal to \$36,808.66 beginning one year from date of funding.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			

ATTACHMENTS: (1) Equipment Financing Proposal from Bancorp South; (2) Bank of Brenham Email and Loan Term Sheet; and (3) Email from JPMorgan Chase

FUNDING SOURCE (Where Applicable): First annual payment is not due until one year from the date of funding which will be included in the FY18-19 budget.

RECOMMENDED ACTION: Staff recommends that Council approve the equipment financing proposal from Bank of Brenham for 5 years at an interest rate of 2.50% with annual payments of principal and interest, each in arrears, equal to \$36,808.66 beginning one year from the date of funding.

APPROVALS: Terry K. Roberts



10/17/2017

City of Brenham
200 W. Vulcan
Brenham, TX

It is a pleasure to submit for your consideration the following proposal to provide lease-purchase financing based on the terms and conditions set forth below:

1. Lessor: BancorpSouth Equipment Finance, a
division of BancorpSouth Bank
2. Lessee: City of Brenham
3. Equipment Description: Sewer Spreader Truck
4. Equipment Cost: \$171,000.00
5. Lease Term: 5 Years
6. Lease Payments: (These are approximate payment amounts. The
actual payment will be determined at funding
date.)

5 annual payments of \$36,826.94
Arrears
7. Lease Rate: 2.49%
8. Funding Date: This proposal is contingent upon the equipment
being delivered and the lease funded prior to
12/31/2017. Any extension of the funding or
delivery date must be in writing.
9. Purchase Option: Title is passed to Lessee at lease expiration for
no further consideration.
10. Non-appropriation/Termination: The lease provides that Lessee is to make reasonable
efforts to obtain funds to satisfy the obligation in each fiscal year. However, the lease may be
terminated without penalty in the event of non-appropriation. In such event, the Lessee
agrees to provide an attorney's opinion confirming the events of non-appropriation and
Lessee's exercise of diligence to obtain funds.

11. Bank Qualification: This lease-purchase financing shall be designated as a bank qualified tax-exempt transaction as per the 1986 Federal Tax Bill. **This means that the Lessee's governing body will pass a resolution stating that it does not anticipate issuing more than \$10 million in General Obligation debt or other debt falling under the Tax Bill's definition of qualifying debt during the calendar year that the lease is funded.**
12. Tax Status: This proposal is subject to the Lessee being qualified as a governmental entity or "political subdivision" within the meaning of Section 103(a) of the Internal Revenue Code of 1954 as amended, within the meaning of said Section. Lessee agrees to cooperate with Lessor in providing evidence as deemed necessary or desirable by Lessor to substantiate such tax status.
13. Net Lease: This will be a net lease transaction whereby maintenance, insurance, taxes (if applicable), compliance with laws and similar expenses shall be borne by Lessee.
14. Financial Statements: Complete and current financial statements must be submitted to Lessor for review and approval of Lessee creditworthiness.
15. Lease Documentation: This equipment lease-purchase package is subject to the mutual acceptance of lease-purchase documentation within a reasonable time period, otherwise payments will be subject to market change.

If the foregoing is acceptable, please so indicate by signing this letter in the space provided below and returning it to BancorpSouth Equipment Finance. **The proposal is subject to approval by BancorpSouth Equipment Finance's Credit Committee and to mutually acceptable terms, conditions and documentation.**

Acceptance of this proposal expires as the close of business on 12/31/2017. Extensions must be approved by the undersigned.

Any concerns or questions should be directed to Dennis Williams at 210-488-1018

Dennis Williams
Equipment Finance Specialist

ACKNOWLEDGMENT AND ACCEPTANCE

By: _____
Title

Date: _____

From: Jim Kruse [<mailto:jkruse@bankofbrenham.com>]
Sent: Tuesday, October 17, 2017 4:38 PM
To: Stacy Hardy <SHardy@cityofbrenham.org>
Cc: David Bockhorn <dbockhorn@bankofbrenham.com>
Subject: RE: City of Brenham Vehicle/Equipment Lease Quote

Stacy,

We can finance the truck for:

0% down
2.5% - 5 year term
Tax exempt transaction
Annual payments in arrears, 1st payment due one year from funding date
Funding at your request to purchase truck

Let us know soon to avoid rate creep if rates move significantly within the next week or so.

Thanks.
Jim

Jim E. Kruse, CPA
President
Bank of Brenham

From: Stacy Hardy [<mailto:SHardy@cityofbrenham.org>]
Sent: Tuesday, October 17, 2017 3:10 PM
To: 'Jim Kruse'
Subject: City of Brenham Vehicle/Equipment Lease Quote

Jim,

The City is obtaining quotes for the lease financing of a Sewer Spreader Truck that we are ready to purchase for \$171,000. Attached is the quote from Hermann International for the truck. If Bank of Brenham would like to give us a quote, information you may need is listed below. Let me know if there is any additional information you need from me.

Desired Term: 5 years
Payment Frequency: annually
Payment in advance or arrears: arrears
Anticipated funding date: would like funds as soon as possible so the purchase order can be issued
First payment due date: one year from funding date
Bank Qualified or Non-Bank Qualified: Bank Qualified
Bid due date: as soon as possible

Stacy Hardy, CPA

TERM SHEET

LOAN AMOUNT:	\$171,000
LOAN RATE:	2.5%
TERM:	5 YEARS
PAYMENTS:	ANNUAL PAYMENTS OF \$36,808.66
COLLATERAL:	2018 INTERNATIONAL TRUCK WITH SREADER EQUIPMENT ATTACHED

From: Favre, Amber [<mailto:amber.favre@jpmorgan.com>]
Sent: Thursday, October 26, 2017 1:05 PM
To: Stacy Hardy <SHardy@cityofbrenham.org>
Subject: RE: City of Brenham Lease Quote

Hi Stacy,

I left you a message, but wanted to let you know we were able to get approval on your request. I am waiting on the final proposal, but we are looking at a rate of 2.85%, a 5 year term, and a funding date of 11/15 (possibly sooner depending on how soon we can the info back). Feel free to give me a call and I can send the proposal once I have it but wanted to at least get back with some basics in advance. Let me know your thoughts!

Amber J. Favre | Vice President | JP Morgan Chase Government & Not for Profit Banking | **JPMorgan Chase Bank, N.A.** | 545 W. 19th Street, Floor 01, Houston, TX 77008-3611 | Direct Phone: 832-781-1944 | amber.favre@jpmorgan.com

From: Stacy Hardy <SHardy@cityofbrenham.org>
Date: Tuesday, Oct 17, 2017, 2:39 PM
To: Favre, Amber <amber.favre@jpmorgan.com>
Subject: City of Brenham Lease Quote

Amber,

The City of Brenham is interested in obtaining a quote for the lease financing of a Sewer Spreader Truck that we are ready to purchase for \$171,000. Attached is the quote from Hermann International for the truck. If Chase would like to give us a quote, information you may need is listed below. Let me know if you need any additional information from me.

Desired Term: 5 years
Payment Frequency: annually
Payment in advance or arrears: arrears
Anticipated funding date: would like funds as soon as possible so the purchase order can be issued
First payment due date: one year from funding date
Bank Qualified or Non-Bank Qualified: Bank Qualified
Bid due date: as soon as possible

Thanks,
Stacy Hardy, CPA
Controller, City of Brenham
979-337-7570
shardy@cityofbrenham.org



AGENDA ITEM 12

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 9, 2017	
DEPT. OF ORIGIN: Community Services	SUBMITTED BY: Wende Ragonis	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon an Amendment to the Lease Agreement Between the City of Brenham and Roy Burger (dba RB Film Productions) for the Lease of Approximately 108.9 Acres of the Old Landfill Property and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY STATEMENT: In an effort to support the efforts of many in the community to produce a feature film of "The Burning of Brenham", the City of Brenham will allow set building and filming on City owned property previously utilized as a landfill site. The intent of the attached proposed lease agreement between the City of Brenham and Mr. Roy Burger, D/B/A RB Film Productions, is to provide Mr. Burger a longer term lease, while also providing assessment periods for the City every two years. If activity is not observed on the property during the assessment, then the City can take action as outlined in the lease agreement.		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: (1) Amendment to Lease Agreement Between the City of Brenham and Roy Burger d/b/a RB Film Productions		
FUNDING SOURCE (Where Applicable):		
RECOMMENDED ACTION: Approve an Amendment to the Lease Agreement between the City of Brenham and Roy Burger (d/b/a RB Film Productions) for the lease of approximately 108.9 acres of the Old Landfill Property and authorize the Mayor to execute any necessary documentation		
APPROVALS: Terry K. Roberts		

- B. That section E.10 of the Agreement shall be amended, effective January 1, 2018, to read as follows:

Default by Tenant/Events. Defaults by Tenant are (a) failing to pay timely Rent; (b) abandoning or vacating a substantial portion of the Premises; (c) failing to comply with any provision of the Term section of the Agreement, as amended; and (d) failing to comply within thirty (30) days after written notice of the violation of any provision of this lease other than the defaults set forth in (a), (b) and (c) above.

This Amendment to the Agreement shall prevail over any provision or term contained in the Agreement to the extent said Agreement may be inconsistent or in conflict with the terms of this Amendment. All other provisions and terms of the Agreement not modified by this Amendment shall remain unchanged. This Amendment is agreed to and accepted by both parties to the Agreement, and shall be effective beginning January 1, 2018.

EXECUTED to be effective the 1st day of January, 2018.

CITY OF BRENHAM, TEXAS

**ROY BURGER
D/B/A RB FILM PRODUCTIONS**

Hon. Milton Y. Tate, Jr.
Mayor

Roy Burger, Individually and
d/b/a RB Film Productions

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary



AGENDA ITEM 13

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 8, 2017	
DEPT. OF ORIGIN: Airport	SUBMITTED BY: Kim Hodde	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Ground Space Lease Agreement with John B. Schaer, III for Hangar Space at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY STATEMENT: John B. Schaer, III would like to construct a new 60x60 hangar on the south side of the new nested T-hangars. Mr. Schaer's total lease space will be 7,200 square feet. This lease agreement is our standard ground space lease for .08 cents per square foot.		
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:		
ALTERNATIVES (In Suggested Order of Staff Preference):		
ATTACHMENTS: (1) Ground Space Lease Agreement		
FUNDING SOURCE (Where Applicable):		
RECOMMENDED ACTION: Approve a Ground Space Lease Agreement with John B. Schaer, III for hangar space at the Brenham Municipal Airport and authorize the Mayor to execute any necessary documentation		
APPROVALS: Terry K. Roberts		

LEASE AGREEMENT: CITY OF BRENHAM, TEXAS TO AND WITH JOHN B. SCHAEER, III

THE STATE OF TEXAS
COUNTY OF WASHINGTON

This Lease Agreement made and entered into by and between CITY OF BRENHAM, a Texas Municipal Corporation, hereinafter called "Lessor" and JOHN B. SCHAEER, III, hereinafter called "Lessee":

WITNESSETH:

Lessor, in consideration of the premises and the covenants and agreements herein undertaken to be kept and performed by Lessee does lease unto said Lessee the following described property situated in Washington County, Texas, to have and to hold all and singular the said premises and improvements thereon, together with the rights, privileges and appurtenances thereunto belonging unto said Lessee under the following terms and provisions:

ARTICLE I – PREMISES AND PRIVILEGES

A. DESCRIPTION OF PREMISES.

For and in consideration of the terms, conditions and covenants of this Lease to be performed by Lessee, all of which Lessee accepts, City hereby leases to Lessee the premises being an area located on the City of Brenham Municipal Airport, north of the CITY OF BRENHAM, TEXAS and being a space of land located as shown on the attached "EXHIBIT A".

Lessee accepts the premises in their present condition subject to and including all defects and Lessee will, without expense to City, repair and maintain any installations thereon and remove, or cause to be removed, any debris, buildings or improvements to the extent required for Lessee's use thereof.

B. TERM.

The term of said lease is for a period of thirty (30) years commencing December 1, 2017 and terminating November 30, 2047. The rent for the first five years shall be eight (\$.08) cents per square foot per year for 7,200 square feet, payable annually on the anniversary hereof. Any rental fee not paid by the tenth of the month is subject to a late fee of five (\$5) dollars. On the fifth anniversary and each fifth anniversary thereafter, the rent shall adjust to the prevailing rate at that time, not to exceed an increase of two (\$.02) cents per square foot.

C. ACCESS.

Upon paying the rental hereunder and performing the requirements of this Lease, Lessee shall have the right of access to and from said premises over such roadway(s), as may be designed for that purpose and the right of access to and from the landing area for airplanes over taxiways and aircraft parking ramps as provided by City at its sole discretion. Said roadway(s), aircraft parking ramps and taxiways shall be used jointly with other airport tenants, but not for the conduct of business of another Lessee's premises and Lessee shall not interfere with the rights and privileges of other persons or firms using said facilities and shall be subject to such weight and type use restrictions as the City Council deems necessary.

D. OBJECTS AND PURPOSES OF LEASE.

Lessee is hereby granted the right and privilege to use the leased area for aviation related activities, being those provided by a Corporate Hangar Operator. Lessee shall have the uses and rights to build a private, corporate hangar to house its own privately-owned aircraft, all of which shall be subject to the terms set forth:

Lessee shall not use the premises for any purposes other than those authorized herein, without the prior written consent of City. Specifically, Lessee will not store fuel, nor do any aircraft maintenance on aircraft other than the aircraft owned or contracted by Lessee.

It is understood and agreed that nothing herein shall be construed to grant or authorize the granting of an exclusive right within the meaning of Section 308(a) of the Federal Aviation Act of 1958, [49 USCA Chapter 471 or successor statute].

E. CITY'S RESERVED RIGHTS.

1. Development. City, at its sole discretion, reserves the right to further develop or improve the aircraft operating area of the airport as it sees fit and to take action it considers necessary to protect the aerial approaches of the Airport against obstructions, together with the right to prevent Lessee from erecting or permitting to be erected, any building or other structure on the Airport which, in the opinion of the City, would limit the usefulness of the Airport or constitute a hazard to aircraft.
2. Oil, Gas, Mineral Interests. It is understood and agreed that this Lease is made subject and subordinate to the terms of any oil, gas, and other mineral interest; leases; or right-of-way easements of any nature that may have been executed heretofore.

City agrees that (1) if it should, as a mineral owner under the premises, develop all or part of the Airport for oil, gas or other mineral purposes, no well will be drilled or other operations conducted on the leased premises, and (2) in the event it should hereafter execute an oil, gas or other mineral lease in favor of a third party covering the Airport area, or a portion thereof, it will cause such lease to contain a provision that the Lessee therein will not conduct any of its drilling or other operations on the land covered by this Lease, or in a manner which would unreasonably interfere with Lessee's use and enjoyment of the premises.

3. Other Contracts. This lease shall be subordinate to the provisions of any existing or future agreement between the City and the United States, relative to the operation or maintenance of the airport, the terms and execution of which have been or may be required as a condition precedent to the expenditure or reimbursement to City of federal funds for the development of the Airport
4. Other Leases. Nothing herein contained shall limit City with respect to granting of leases to other aviation tenants under other terms as herein set forth or to granting of leases for non-commercial aviation or non-aviation purposes at terms different from those set forth herein.

F. PROHIBITED USES.

Lessee shall not use or permit the use of any part of the premises in any other manner than set out in Section D of this Lease. Some specific activities prohibited are as follows:

1. Auto rental service.
2. Food sales (except the sale of confections and refreshments prepared and packaged off the leased premises through either coin-operated vending machines or over-the-counter or in the waiting area, and other foods prepared and packaged off the leased premises for food trays for private or charter flights) at the leased premises.
3. Sales of alcoholic beverages at the leased premises, except with City approval.
4. Sales, advertisement or storage of non-aviation products.
5. Storage, transfer, or sale of fuel.
6. Any sublease which allows further sublease by Lessee's tenant
7. Any use prohibited by law.

G. MANDATORY CONSTRUCTION.

Lessee agrees to commence construction of the improvements described within this section within 150 days of starting date of this lease. Generally, such improvements shall include a hangar having 3,840 square feet of space (60x60). Lessee agrees to complete all improvements within 365 days of the above date, except that a longer period of time may be granted by the City of Brenham upon a showing by the Lessee that progress has been delayed because of reasons beyond the control of Lessee. If Lessee fails to commence construction within 150 days of the date above stated or if Lessee fails to complete construction within 365 days of the date stated or within such additional period of time as granted by the City of Brenham, this lease shall become voidable at the City's option.

Lessee understands that all development shall conform to Airport Master Plan Guidelines and other Airport Rules and Regulations as approved by City Council. A site plan of Lessee's area is attached as Exhibit "A". Intentional failure to conform development to approved plans and as scheduled shall be cause for termination of this Lease upon failure to conform within thirty (30) days of City's notice to Lessee of its failure to conform.

Title to all improvements constructed or installed by Lessee on the leased premises shall throughout the term of this Lease remain in Lessee. However, upon expiration or termination of this Lease, Lessee shall have no further right or interest in the improvements, except as provided in Article I, Section H.

H. EXPIRATION.

Upon the expiration of this Lease,

1. The City may purchase building and improvements on the lease area at a fair market value as determined by an Independent Appraiser mutually agreeable to the City and the Lessee, all fees for such appraisal services to be paid by the Lessee, or
2. The City may enter into a new lease agreement for the lease area.

I. DEFAULT.

Any of the following events constitutes default:

1. An act of the Lessee which is in variation with the site plan and is not corrected after 30 days' notice by Lessor to Lessee of said default,
2. The nonperformance by Lessee of any other covenant or condition of this lease which is not cured within thirty (30) days after written notice thereof from Lessor, or
3. The subjection of any of Lessee's property to any levy, seizure, assignment, application, or sale for or by any creditor or governmental agency.

J. LESSOR'S RIGHTS UPON DEFAULT.

On the occurrence of any of the events defined as constituting "default", Lessor may without notice to or demand on Lessee, take possession of the leased property and lease the same or any portion thereof, for such period and such rental, and to such persons, as Lessor shall elect.

K. MORTGAGE OF LEASEHOLD INTEREST.

Lessee shall have the right subject to City Manager approval to place a first mortgage lien upon its leasehold. Any approved lender shall notify City of all action taken by it in the event payments on such loans shall become delinquent.

ARTICLE II – OBLIGATIONS OF LESSEE

A. NET LEASE: MAINTENANCE AND OPERATION.

The use and occupancy of the leased premises by Lessee will be without cost or expense to City. It shall be the sole responsibility of Lessee to construct, maintain, repair and operate the entirety of the leased premises and any improvements and facilities constructed thereon at Lessee's sole cost and expense except as specifically set forth in this article.

Lessee shall maintain the leased premises at all times in a safe, neat and attractive condition and shall not permit the accumulation of any trash or debris on the premises. Lessee shall repair all damages to said premises caused by its employees, patrons, or its operation thereon; shall maintain and repair all buildings, pavements, equipment and improvements; and shall repaint the buildings as necessary. Lessee shall pay all taxes against the property and indemnify City from any tax lien.

City reserves the right to make periodic inspection of leased premises and improvements and equipment therein during normal business hours.

City, in its reasonable discretion, shall be the sole judge of the quality of maintenance that shall uniformly apply to all airport tenants. Upon written notice by City to Lessee, Lessee shall be required to perform whatever reasonable maintenance City deems necessary. If said maintenance is not undertaken by Lessee within ten (10) days after receipt of written notice, City shall have the right to enter upon the leased premises and perform the necessary maintenance, the cost of which shall be borne by Lessee.

B. ALTERATIONS TO AND CONDITIONS OF PREMISES.

Any change in exterior paint colors shall be subject to the prior written approval of the City of Brenham. Lessee agrees not to construct, install, remove and/or materially modify any of the buildings or premises leased hereunder without prior written approval of the City of Brenham subject to the conditions considered by City to be necessary.

Lessee shall not remove or demolish, in whole or in part, any improvements upon the premises without the prior written consent of City which may, at its discretion, condition such consent upon the obligation of Lessee to replace the same by an improvement specified in such consent.

C. TRASH, GARBAGE, LANDSCAPING.

Lessee shall provide a complete and proper arrangement of the adequate sanitary handling and disposal, away from the Airport, of all trash, garbage, and other refuse caused as a result of the operation of its business. Lessee shall provide and use approved receptacles for all such garbage, trash and other refuse. Piling of boxes, cartons, barrels or other similar items in an unattractive or unsafe manner, on or about the leased premises, is prohibited.

Lessee shall be responsible for maintaining suitably attractive yard-appearance, as follows: Lessee shall be responsible for groundskeeping and shall screen any outside storage or work areas by the use of an opaque fence or other suitable opaque barrier so that such storage or work areas shall be hidden from public view from the street.

Lessee is specifically responsible for mowing (and to ensure that weed or grass growth is never allowed in excess of that allowed by City weed ordinance requirements) and removal of weeds from around fences and buildings for the area within ten feet of the property shown on the attached Exhibit "A". Lessee is encouraged to provide additional landscaping beyond the minimum required by City to assist in enhancing Airport appearance.

D. SIGNS.

Lessee may not install identifying signs on the leased premises except with the written permission of City Manager.

E. UTILITIES.

Lessee shall assume and pay for all costs or charges for utility services furnished to Lessee during the term hereof; provided, however, that Lessee shall have the right to connect to any and all storm and sanitary sewers and water and utility outlets at its own cost and expense; and Lessee shall pay for any and all service charges incurred therefor.

F. FIELD USE CHARGES.

Nothing herein shall be deemed to relieve Lessee and its tenants, sublessees, patrons, invitees, and others from field landing fees, nor its guests from fuel flowage fees, as are levied by City or the Fixed Base Operator.

G. PAYMENTS DUE.

Lessee agrees that no payments owed by Lessee of any nature whatsoever to City, including payment in advance for service charges, such as garbage collection, or any other sums of any character whatsoever, shall become delinquent or in arrears.

H. COMPLIANCE WITH RULES.

Lessee will comply with any and all federal or state laws, rules and regulations, and all regulations made by the City of Brenham and approved by the City Council.

I. NONDISCRIMINATION/FEDERALLY REQUIRED ASSURANCES.

Lessee, for itself, its personal representatives, successors in interest, and assigns, as part of the consideration hereof, does hereby agree that "as a covenant running with the land" (1) no person on the grounds of race, color, sex, creed, national origin, or handicapped status shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, or in the construction of any improvements on, or under such land, or the furnishing of services thereof, and (2) that Lessee shall use the premises in compliance with and conduct its operations in accordance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, or Section 504 of the Rehabilitation of 1973 (23 USC 794) and 49 CFR Part 27 and as said regulations may be amended, and that Lessee will comply with such enforcement procedures as the United States might demand that City take.

J. FAA AND OTHER APPROVAL OF USE.

Lessee agrees to secure approval from the Federal Aviation Administration concerning the height and location of all buildings or improvements or modifications thereof which may

be constructed or installed on the leased premises and to satisfy any applicable environment or other requirements of federal, state, and local authorities as to noise, smoke, fumes emissions, storm water, or other hazards or potential hazards or other offensive uses, if any, which may occur as a result of Lessee's operations on the premises.

K. NON-INTERFERENCE WITH OPERATION OF AIRPORT/EASEMENTS.

1. Lessee, by accepting this Lease, expressly agrees for itself, its successors and assigns that it will not make use of the premises in any manner which might interfere with the landing and taking off of aircraft at Airport or otherwise constitute a hazard. If Lessee violates this, City reserves the right to enter upon the premises and remove the interference at the expense of the Lessee.
2. City shall maintain and keep in good repair the landing area of the Airport, and shall have the right to direct and control all activities of the Lessee in this regard.
3. City shall retain an easement over, above and on the premises in relation to aircraft noise and the utilization of the air space for the purposes of the operation of said Airport.

L. LESSEE AUTHORITY.

The officers of the Lessee which execute this lease represent and promise that they are duly authorized by corporate resolution or other appropriate authorization to execute the same on behalf of Lessee.

ARTICLE III – OTHER CONDITIONS

1. Lessee agrees to pay all public utility charges that may be assessed, including charges for gas, electric, water and any other utility charge.
2. Any holding over by Lessee or his successors, at the expiration or termination of this lease, in whatever manner its termination may be brought about, shall not operate as a renewal of this lease, but during the period of such holding over Lessee shall be a tenant at the will of Lessor.
3. Lessee shall maintain property and casualty insurance in amounts satisfactory with Lessor and shall provide for public liability insurance in the amount of ONE MILLION AND NO/100 (\$1,000,000.00) DOLLARS in order to protect Lessor against claims arising because of the operation of Lessee. Lessee shall give evidence of insurability. CITY OF BRENHAM, TEXAS shall always be shown as an addition insured. Provided, however, if CITY OF BRENHAM, TEXAS so elects, it may take out said insurance and then prorate said costs to Lessee and any Sublessees on an equitable basis, as determined by CITY OF BRENHAM, TEXAS. The CITY OF BRENHAM reserves the right to require that the amount of any and all types of insurance may be increased upon the CITY OF BRENHAM giving thirty (30) days notice to Lessee or any sublessee.
4. The CITY OF BRENHAM requires that Lessee and users of Lessee's premises shall agree to be bound by all of the regular rules and regulations as may be set out by the F.A.A. as to pilots and their conduct and that they agree to abide by any and all local rules that may be approved by the City Council of the CITY OF BRENHAM, TEXAS, for pilots at the CITY OF

BRENNHAM MUNICIPAL AIRPORT and as may be adopted by the AIRPORT ADVISORY COMMITTEE of the CITY OF BRENNHAM, TEXAS. Lessee shall agree that in the event he is found not to have abided by the rules or does not correct a situation required to be corrected by the City of Brenham, then and in that event he may lose his privilege to occupy the Hangar that is located on property being leased by the CITY OF BRENNHAM, TEXAS.

5. This Lease is governed by the laws of the State of Texas and performable in Washington County, Texas.

6. If any provision herein is held to be invalid in a court of law, the invalidity of such provision shall in no way affect the validity of any other provision.

7. Any notice required herein shall be effective upon mailing to the address described herein by depositing said notice in the mail, certified mail – return receipt requested.

APPROVED this the ____ day of _____, 2017.

CITY OF BRENNHAM (LESSOR)

Milton Y. Tate, Jr., Mayor
City of Brenham
P. O. Box 1059
Brenham, TX 77834-1059

ATTEST:

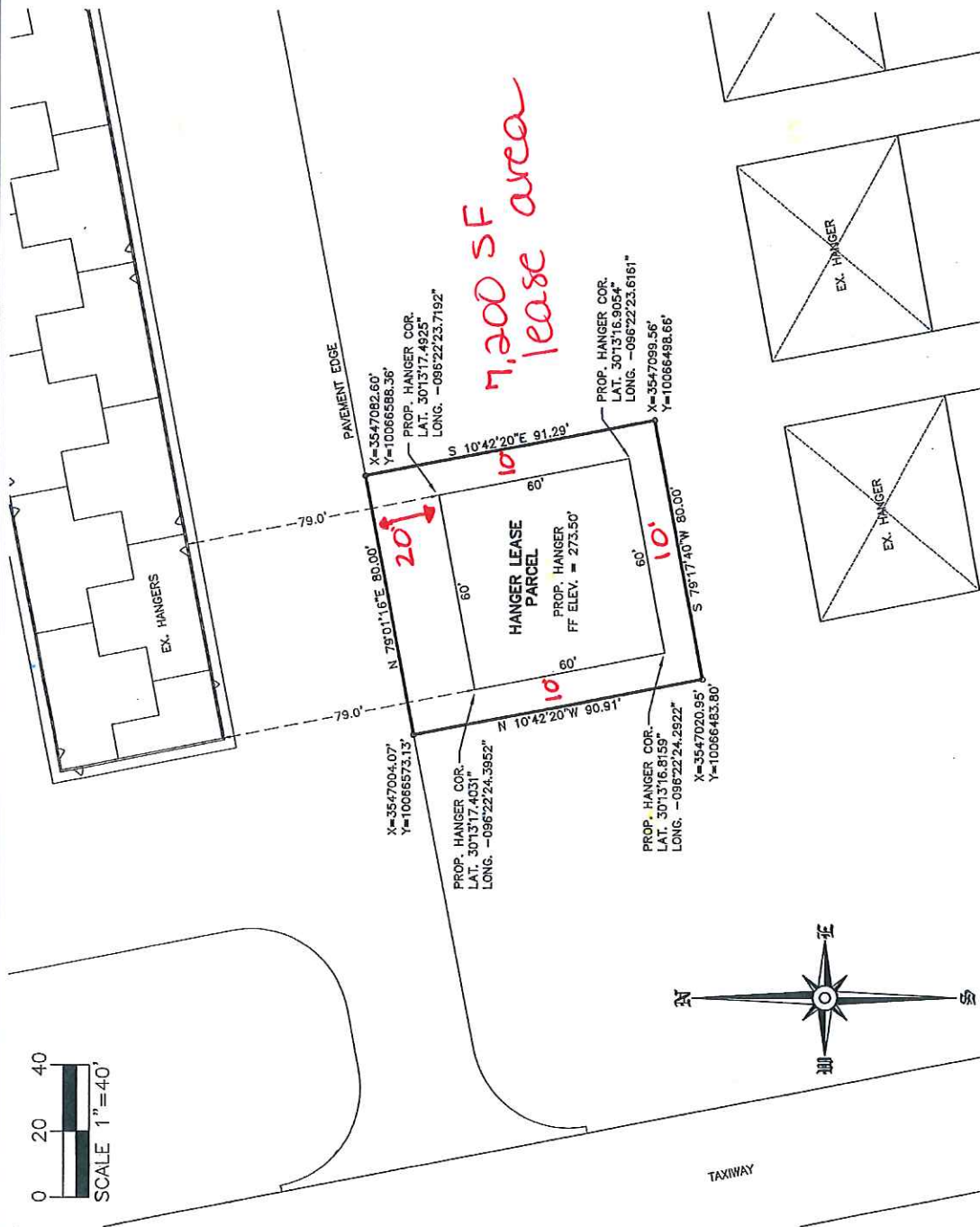
Jeana Bellinger, City Secretary

JOHN SCHAER (LESSEE)



John B. Schaer, III
1502 Victoria Street
Brenham, Texas 77833
(979) 251-2722

0 20 40
SCALE 1"=40'



NOTES:

1. Bearings are based on the Texas State Plane Coordinate System, Central Zone, NAD83 as determined by GPS observations. All bearings and coordinates are grid. Distances are surface value.
2. o - 1/2 inch iron set with cap marked "RPLS 4705".
3. This survey is valid only if it bears the seal and original signature of the surveyor.

The information shown on this plat is based on a survey performed on the ground under my supervision and completed October 20, 2017. It is my professional opinion that this map represents the facts as found.

Robert C. Schmidt
Robert C. Schmidt, RPLS
Texas Registered Professional
Land Surveyor No. 4705



PLAT SHOWING HANGAR LEASE PARCEL
AT THE BRENNHAM MUNICIPAL AIRPORT
JOHN COLE SURVEY, ABSTRACT 32
WASHINGTON COUNTY, TEXAS

SA
STRAND ASSOCIATES
O'Malley Strand
Associates, Inc.
203 S. Jackson
Brenham, Texas 77833
(979) 836-7937
TBPE No. F-9405
TBPLS No. 10030000

S:\BRE\4500--4599\4509\001\Acad\Survey\ecase1.dwg

Exhibit "A"



AGENDA ITEM 14

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 3, 2017															
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Kacey Weiss															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☐ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION		☐ WORK SESSION	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:														
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING														
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION														
	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Request for a Noise Variance from St. Mary's Immaculate Conception Catholic Church for a Fundraiser to be Held on November 19, 2017 from 8:00 a.m. – 5:00 p.m. at 701 Church Street and Authorize the Mayor to Execute Any Necessary Documentation																
SUMMARY STATEMENT: Sr. Margarita Munoz with St. Mary's Immaculate Conception Catholic Church is requesting a noise variance for a fundraiser to be held on November 19, 2017 from 8:00 a.m. – 5:00 p.m. at 701 Church Street. They will be using a sound amplification system for the D.J. The Brenham Police Department and the Brenham Fire Department have approved the noise variance request; therefore, I ask the City Council to approve the noise variance request.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Noise Variance Request																
FUNDING SOURCE (Where Applicable): N/A																
RECOMMENDED ACTION: Approve a noise variance from St. Mary's Immaculate Conception Catholic Church for a fundraiser to be held on November 19, 2017 from 8:00 a.m. – 5:00 p.m. at 701 Church Street and authorize the Mayor to execute any necessary documentation																
APPROVALS: Terry K. Roberts																

NOISE VARIANCE REQUEST

Application Fee \$10.00

1. Name of sponsoring organization: St. Mary Immaculate Conception Catholic Church
2. Name and address of individual making application on behalf of sponsoring organization: Sr. Margarita Muñoz
3. Purpose of the Event: To raise money for our Church (St. Mary's Church)
4. Location of Event: 701 Church St. Brenham, TX 77833
5. Date of the event: Sunday, November 12, 2017 *changed to November 19th
6. Time of Event: 8:00 A.M. to 5:00 P.M.
7. Event Set-up: From: 7:00 AM To: 8:30 A.M
Event Clean-up: From: 5:00 pm To: 6:00 pm
8. You are required to describe the following:
 - a) Types of Activities Planned and any additional information specific to this event: Food Sale, Table & games, Train tour, Music
 - b) Bands/Musical Instruments: One D.J. (Mexican Music) ^{No musical} Instruments
 - c) Sound amplification equipment: 5 Speakers, 1 microphone
 - d) Cleanup provisions: N/A

Sr. Margarita Muñoz P.C.I.
Name of Applicant (Printed or Typed)

Date: Oct 24, 2017

Sister Margarita Muñoz
Applicant or Authorized Person's Signature

Phone: 361-271-8454

Have you ever been found guilty of a criminal offense involving crimes against property, moral turpitude, and/or a felony by any Court? Yes ☒ No ☐ If "Yes", please identify the offense, State of conviction and penalty imposed (attach additional sheets if necessary):

N/A

Paid 10/24/17
Cash \$10.00
kw
11/17 *Per Sister Margarita Muñoz - they have changed the date to Nov. 19th because a group at the church is already having an event on Nov. 12th.

Filing Fee \$10.00

11. Street Closure Times:

Beginning at

¹⁹
NOV ~~12~~, 2017

7:00 A.M.

(Date and time)

Ending at:

¹⁹
NOV ~~12~~, 2017 6:00 P.M.

(Date and time)

12. Street Closings:**

Church St. from W. Germania St. to Houston St.

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

**Please provide a map of closures

APPLICANT

Maria Eleazar Casas P.C.L.
Signature

Date: 10-24-17

Sr. Maria Eleazar Casas P.C.L.
Printed Name

Contact Phone Number: 361-271-8454

CITY OF BRENHAM

By: _____
City Secretary

Date: _____



AGENDA ITEM 15

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 9, 2017															
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Terry Roberts															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☒ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☒ RESOLUTION		☐ WORK SESSION	
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	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Resolution No. R-17-023 Nominating Candidates for Election to the Washington County Appraisal District Board of Directors																
SUMMARY STATEMENT: The governing body of the Washington County Appraisal District is nominated and appointed by the governing bodies that levy and collect a property tax. A ballot will be prepared for one of your November meetings based on the nominations received from the governmental entities. Attached is a letter from Chief Appraiser Willy Dilworth outlining the process and reporting on the status of the five current board members. The current five members are: John Schaer, Charles Gaskamp, Johanna Fatheree, Leslie Boehnemann, Jr., and Delton Koerth. Each of these board members except Mr. Koerth has indicated a willingness to serve an additional two-year term.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Resolution No. R-17-023; and (2) Letter from Chief Appraiser, Willy Dilworth																
FUNDING SOURCE (Where Applicable):																
RECOMMENDED ACTION: Approve Resolution No. R-17-023 nominating the four individuals to serve on the Washington County Appraisal District Board of Directors																
APPROVALS: Terry K. Roberts																

RESOLUTION NO. R-17-023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS NOMINATING CANDIDATES FOR ELECTION TO THE WASHINGTON COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

WHEREAS, the Washington County Tax Appraisal District has been established with the responsibility to fairly and equitably appraise taxable property in Washington County; and

WHEREAS, the Washington County Tax Appraisal District is governed by a Board of five directors, serving two-year terms beginning on January 1, of even-numbered years; and

WHEREAS, the governing boards of the participating taxing entities may nominate from one to five candidates to serve as directors of this appraisal district;

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

The following people are nominated as candidates for membership on the Board of Directors for the Washington County Tax Appraisal District:

John Schaer
Charles Gaskamp
Johanna Fatheree
Leslie Boehnemann, Jr.

BE IT FURTHER RESOLVED that this Resolution be adopted and entered upon the pages of the minutes of the City Council of Brenham, Texas, and that a copy of this Resolution be presented to the Chief Appraiser of the Washington County Tax Appraisal District office at 1302 Niebuhr Street, Brenham, Texas.

APPROVED this the 16th day of November, 2017.

Milton Y. Tate, Jr., Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

WASHINGTON COUNTY APPRAISAL DISTRICT

**P. O. BOX 681
BRENHAM, TEXAS 77834-0681
(979) 277-3740
Due Date Amended**

October 9, 2017

City of Brenham
Mr. Milton Tate
PO Box 1059
Brenham TX 77834-1059

Re: Nomination and Election of Washington County Appraisal
District Board Members

Dear Mr. Tate,

It is again time to elect the board members of the Washington County Appraisal District. As in years past, each voting taxing entity may nominate from one to five candidates to serve on the Washington County Board. **All nominations must be by written resolution and must be received in my office before November 30, 2017. (amended date)**

The calculation of the number of votes your entity will receive is illustrated below. Please examine this calculation and contact me with any questions you may have.

<u>ENTITY</u>	<u>2018 ELECTION - 2016 TAX LEVY</u>	<u>% of TOTAL VOTING MEMBERS LEVY</u>	<u>VOTES</u>
Washington County	\$15,821,116	27.5932%	1,404
City of Burton	\$106,350	0.1800%	9
City of Brenham	\$6,070,800	10.2515%	539
Burton I.S.D.	\$4,430,825	9.0095%	393
Brenham I.S.D.	\$27,846,351	49.2684%	2,471
Giddings ISD	\$216,332	.5173%	19
Blinn College	\$1,845,104	3.1800%	164
Total Levy	\$56,336,878	100.0000%	5,000

To arrive at your taxing unit's votes, please use the following formula:

$(\text{UNIT'S 2016 LEVY} / \text{TOTAL OF ALL LEVIES}) \times 5,000 = \# \text{ OF VOTES}$

After all nominations have been received, the official ballot will be prepared and delivered to the presiding officer of each voting taxing entity. The entity will then cast their votes for whichever candidate(s) they choose and submit the ballot to this office before December 15, 2017.

For those of you who are interested, the current members of the Board of Directors of our appraisal district are as follows:

John Schaer
Charles Gaskamp
Johanna Fatheree
Leslie Boehnemann, Jr.
Delton Koerth

Each of these board members except Mr. Koerth has indicated a willingness to serve an additional two-year term if it is your desire. I have enclosed a copy of the qualifications for serving on the board of directors. I trust you will call (277-3749) if you have any questions concerning these qualifications or the election process.

Again, please remember that all nominations must be received by written resolution before November 30, 2017, (amended date) to be included on the ballot.

Sincerely,



Willy Dilworth
Chief Appraiser

ELIGIBILITY REQUIREMENTS

Board of Directors

To be eligible to serve on the board, a person must have resided in the appraisal district for at least two years immediately proceeding the date of taking office.

Persons who meet the basic residence test could still be disqualified from serving. These reasons for disqualification ensure directors are not exposed to conflicts of interest.

An employee of a taxing unit that participates in the appraisal district may not serve. However, an elected official or member of the governing body of a participating taxing unit may serve.

Effective January 1, 1999, the Tax code provides that the county tax assessor-collector will serve on the appraisal district board of directors. The county tax assessor automatically will serve as a nonvoting district director, if the county tax assessor is not appointed to the board of directors under the regular process. If a taxing unit, such as the county commissioner's court, appoints the county tax assessor to the appraisal district board, then the county tax assessor serves as a voting member.

The county tax assessor does not have to meet the residency requirements for serving as a nonvoting director.

The county tax assessor-collector is ineligible to serve as a nonvoting or voting director if the county tax assessor also serves as the CAD's chief appraiser. The county tax assessor is ineligible to serve as a nonvoting director if the county has contracted for the assessment and collection of county taxes with another taxing unit or with the CAD. In Washington County the county contracts with the Brenham ISD for the assessment and collection services.

A person may not be appointed or continue to serve on the board, if related within the second degree of consanguinity or affinity to the following persons:

- An appraiser who appraises property for use in the appraisal district's appraisal review board proceeding, or;
- A tax representative who represents taxpayers for compensation before the appraisal district's appraisal review board.

A director who is related to an appraisal district employee within the second degree by affinity or within the third degree by consanguinity may not serve as long as the relative remains employed by the appraisal district. This provision went into effect September 1, 1989, so a director related to an appraisal district employee must either resign or the employee must resign.

Members of the board of directors serve two-year terms beginning on January 1 of even-numbered years.



AGENDA ITEM 17

DATE OF MEETING: November 16, 2017	DATE SUBMITTED: November 9, 2017															
DEPT. OF ORIGIN: Administration	SUBMITTED BY: Terry Roberts															
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AGENDA ITEM DESCRIPTION: Section 551.074 – Texas Government Code – Personnel Matters – Discussion Regarding the Evaluation of Candidates for the Position of City Manager																
SUMMARY STATEMENT: To be discussed in Executive Session.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: None																
FUNDING SOURCE (Where Applicable):																
RECOMMENDED ACTION:																
APPROVALS: Milton Y. Tate, Jr.																