



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, OCTOBER 17, 2019 AT 1:00 P.M.
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN ST.
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Herring**
- 3. Proclamation**
 - **95th Anniversary for Glissmann’s Gift Gallery**
- 4. Special Recognition – Business Spotlight**
 - **Emerson Automation Solutions**
- 5. Citizens Comments**

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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 September 5, 2019 Regular City Council Meeting and September 16, 2019 Special City Council Meeting

6-b. Ordinance No. O-19-040 on Its Second Reading Amending the Rate Tariff Schedule for the City of Brenham Sanitary Sewer Rates for Industrial Surcharges

Pages 2-21

WORK SESSION

7. **Presentation of 4th Quarter Economic Development Report** **Pages 22-24**
8. **Presentation of the 4th Quarter Tourism Report by Visit Brenham** **Page 25**

REGULAR SESSION

9. **Discuss and Possibly Act Upon Resolution No. R-19-030 Expressing Official Intent to Reimburse Certain Costs Related to Street Rebuild and Reconstruction Projects**
Pages 26-30
10. **Discuss and Possibly Act Upon City of Brenham Project No. 2017-03 Related to Industrial Boulevard Storm Damage Repairs and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 31-34
11. **Discuss and Possibly Act Upon City of Brenham Project No. E2017-13 Related to Brenham Community Development Corporation's Regional Detention Pond Improvements in the Southwest Industrial Park, Section III and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 35-38
12. **Discuss and Possibly Act Upon City of Brenham Contract No. 2016-04 Related to Brenham Community Development Corporation's Regional Detention Pond Improvements in the Brenham Business Center and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 39-46
13. **Discuss and Possibly Act Upon Approval of Revised Lease Rates for Ground Space Leases and City-Owned T-Hangar Leases at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 47-53

EXECUTIVE SESSION]

14. **Section 551.071 – Texas Government Code – Consultation with Attorney – Consultation with the City Attorney for the Purpose of Seeking Legal Counsel Regarding *In re: National Prescription Opiate Litigation*; MDL No. 2804 (N.D. Ohio)**
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15. **Section 551.071 – Texas Government Code – Consultation with Attorney – Consultation with the City Attorney for the Purpose of Seeking Legal Counsel Regarding Brenham Municipal Court Matters and Associated Issues, Including But Not Limited to the Presiding Municipal Court Judge**
Page 55
16. **Section 551.074 – Texas Government Code – Personnel Matters – City Manager's Employment Agreement and Related Issues**
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RE-OPEN REGULAR AGENDA

17. **Discuss and Possibly Act Upon *In re: National Prescription Opiate Litigation*; MDL No. 2804 (N.D. Ohio) and Authorize the Mayor to Execute Any Necessary Documentation** **Page 57**
18. **Discuss and Possibly Act Upon the Presiding Municipal Court Judge, Including But Not Limited to the Evaluation, Duties, Suspension or Removal of the Presiding Municipal Court Judge and Associated Matters** **Page 58**
19. **Discuss and Possibly Act Upon City Manager's Employment Agreement and Related Issues** **Page 59**
20. **Administrative/Elected Officials Report**

Administrative/Elected Officials Reports: Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or salutary recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

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 October 17, 2019 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 October 14, 2019 at **10:15 AM**.

Karen Stack

Deputy City Secretary II

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 _____, 2019 at _____ AM PM.

Signature

Title

PROCLAMATION

- WHEREAS,** Glissmann's is celebrating its 95th Anniversary of serving the community from the same location at 106 W. Main Street in Downtown Brenham; and
- WHEREAS,** Glissmann Drug Store was opened by Carl Heinrich Glissmann on October 9, 1924; and
- WHEREAS,** "Mr. Carl" – always an innovative man – instigated Curbside Prescription Service, which was possibly the first service of its kind offered in Texas; and
- WHEREAS,** Glissmann's has been owned and operated by six generations of the Glissmann family; and
- WHEREAS,** Carl Glissmann's granddaughter, Gloria Greenwade-Nix, has owned and operated Glissmann's Gift Gallery, a one of a kind gift and collectible shop offering gifts from around the world, since 1991; and
- WHEREAS,** The Glissmann Family made it a tradition to serve the community, with Mrs. Greenwade-Nix serving multiple terms on the Brenham City Council; and
- WHEREAS,** It is right and just for the City Council and the residents of Brenham to join together with the Glissmann Family and friends to celebrate this remarkable accomplishment, as well as their dedication to our community;

NOW, THEREFORE I, Milton Y. Tate Jr., Mayor of the City of Brenham, do hereby proclaim Thursday, October 24, 2019 as

Glissmann's Gift Gallery Day

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

Milton Y. Tate., Mayor
City of Brenham

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on September 5, 2019 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 Keith Herring
Councilmember Albert Wright
Councilmember Clint Kolby

Members absent:

Councilmember Adonna Saunders

Others present:

City Manager James Fisher, City Attorney Cary Bovey, Deputy City Secretary I Kacey Weiss, Deputy City Secretary II Karen Stack, Assistant City Manager – Chief Financial Officer Carolyn Miller, Human Resources Director Susan Nienstedt, Strategic Budget Officer Debbie Gaffey, Andria Heiges, Director of Tourism and Marketing Jennifer Eckermann, Crystal Locke, Melinda Gordon, Fire Chief Ricky Boeker, Police Chief Allwin Barrow, Dant Lange, Todd Ashorn, Public Works Director Dane Rau, Casey Redman, Assistant City Manager – Director of Public Utilities Lowell Ogle, Development Services Director Stephanie Doland, Kim Hodde, Allen Jacobs, Economic Development Director Susan Cates and Kevin Boggus

Citizens present:

Vicky Soderberg, Sue Hewitt, Bob Schmidt, Donna Culliver, Melinda Faubion, Brenda Herrmann, Wende Ragonis, Emil Mokry, Sharon Brass, Charlie Pyle and Meredith Dang

Media Present:

Arthur Hahn, Brenham Banner Press; and Josh Blaschke, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – City Attorney Cary Bovey**

3. **Proclamations**
 - **Washington County READ**
 - **Childhood Cancer Awareness Month**

4. **Citizens Comments**

There were no citizen comments.

CONSENT AGENDA

5. **Statutory Consent Agenda**

- 5-a. **Ordinance No. O-19-030 on Its Second Reading Amending Chapter 24, Taxation, Code of Ordinances, City of Brenham, Texas to Provide for the Creation of a Municipal Sales and Use Tax for the City of Brenham**
- 5-b. **Ordinance No. O-19-031 on Its Second Reading Amending the Rate Tariff Schedule(s) for the City of Brenham Water Rates**
- 5-c. **Resolution No. R-19-022 Authorizing the Acceptance of TxDOT's Selective Traffic Enforcement Program (STEP) Comprehensive Grant for Traffic Enforcement October 1, 2019 through September 30, 2020**
- 5-d. **Resolution No. R-19-023 Authorizing the Conveyance of Public Safety Equipment to the Washington County Precinct 1 Constables Office**

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve the Statutory Consent Agenda Items 5-a, 5-c and 5-d as presented and to approve Statutory Consent Agenda Item 5-c with the minor grammatical changes as requested by the City Attorney.

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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

WORK SESSION

6. Presentation and Discussion Regarding the Visit Brenham/Washington County Tourism Strategic Action Plan

Director of Tourism and Marketing Jennifer Eckermann presented this item and introduced Vicky Soderberg of Cygnet Strategies. Eckermann explained that Visit Brenham, the Destination Marketing Organization (DMO) for Brenham and Washington County, has been working diligently with Vicky Soderberg to develop a strategic action plan for tourism for Brenham/Washington County. Eckermann stated that since starting this project almost a year ago, staff has travelled numerous times across the county and met with tourism partners to discuss the current state of tourism, and later to listen, to gather information, and to collaborate about how those interested can move forward to successfully attract visitors. Soderberg presented an overview of the Plan, as it relates to Brenham and the Visit Brenham DMO.

7. Presentation and Discussion Regarding Updates to Chapter 19, Parks and Recreation, Code of Ordinances, City of Brenham, Texas

Deputy City Secretary II Karen Stack presented this item. Stack advised that the City's Ordinance related to Parks and Recreation was last updated in 2010. Stack explained that it contains some provisions which are outdated, and Parks and Recreation staff believed additional provisions would be beneficial. Stack noted that staff held two work sessions at Parks and Recreation Board meetings and that on August 14th, 2019 the Board voted to recommend these changes for consideration by the City Council.

Stack advised that some of the more significant changes to the Ordinance include:

- New prohibitions of unauthorized advertising, overnight camping, sleeping in restrooms, use of tobacco products, use of bicycles and skates on trails, swimming in unauthorized areas, parking semis and trailers, and alcohol at the aquatic center.
- New permitting requirements and processes.
- Removal of Article III, pertaining to the Parks and Recreation Board. The Board would then be governed under the Boards Policy adopted by Council in December 2018.

PUBLIC HEARING

8. Proposed Tax Rate of \$0.5140 per \$100 Valuation for Fiscal Year Beginning October 1, 2019 and Ending September 30, 2020

Mayor Tate opened the Public Hearing.

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that the Council must hold two public hearings to receive citizen comments on a proposed tax rate. Miller stated that the first public hearing on the proposed tax rate was held during the special Council meeting on August 14, 2019 and citizen comments were received.

Miller advised that a property tax rate of \$0.5140 per \$100 valuation is proposed to fund the FY2019-20 Budget. Miller stated that of this rate, \$0.3200 will be for maintenance and operations (M&O). Miller noted that the balance of \$0.1940 is for debt service (interest and sinking or I&S). Miller explained that although the proposed budget decreases the current property tax rate of \$0.5170 to \$0.5140, due to increased property values, this rate is above the effective rate and will produce higher tax revenues. Miller stated that the increase in property taxes will be used for the purpose of public safety and infrastructure maintenance and operations.

Citizen Emil Mokry addressed Council. Mokry asked if the pension fund is being fully funded. Miller stated that the pension fund currently is funded at 80%.

Mayor Tate announced the first reading of the Ordinance to adopt the tax rate will be during a Special Council meeting on Monday, September 16, 2019 at 8:30 a.m. at City Hall, located at 200 W. Vulcan Street. The second reading of the Ordinance and adoption of the tax rate is scheduled for a Regular Council meeting on Thursday, September 19, 2019 at 1:00 p.m. at City Hall, located at 200 W. Vulcan Street.

Mayor Tate closed the Public Hearing.

PUBLIC HEARINGS AND ASSOCIATED ACTION ITEMS

9. Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Adopting the City of Brenham's 2019 Comprehensive Plan Entitled "Historic Past, Bold Future: Plan 2040" (Case No. P-19-029)

Development Services Director Stephanie Doland presented this item and introduced Meredith Dang of Kendig Keast Collaborative. Doland explained that on September 20, 2018, the City Council approved a professional services agreement with Planning Consultant, Kendig Keast Collaborative (KKC) for the purposes of updating the City's Comprehensive Plan.

Doland explained that the following provides a brief overview of the community-wide engagement offered throughout the plan:

- Four community-wide public input events; and
- Five listening sessions with various community stakeholder groups; and
- Four Comprehensive Plan Advisory Committee Meetings; and
- Three joint workshop meetings with the BOA, P&Z and Council; and
- A community-wide online survey with 298 responses received.

Doland stated that the result of the aforementioned meetings was the new proposed Comprehensive Plan being presented to the Council. Doland explained that the new Plan consists of two components: (1) Brenham Today – The Existing City Report;, and (2) Historic Past, Bold Future: Plan 2040 – Our Future City Report (Plan 2040).

A motion was made by Councilmember Cantey and seconded by Councilmember Kolby to approve an Ordinance on its first reading adopting the City of Brenham’s 2019 Comprehensive Plan Entitled “Historic Past, Bold Future: Plan 2040” (Case No. P-19-029).

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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

10. Public Hearing, Discussion and Possible Action Upon an Ordinance on Its First Reading Repealing Ordinance No. O-19-017 and Deleting Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham, Part II, Division 1, Section 18, Exterior Construction Materials for Selected Zoning Districts in Brenham, Washington County, Texas (Case No. P-19-028)

Development Services Director Stephanie Doland presented this item. Doland explained that this is a City initiated request to remove from the City of Brenham’s Code of Ordinances, Appendix A, Part II, Division 1, Section 18 which previously established non-metal façade requirements on residential uses in selected zoning districts.

Doland stated that during the January and February Planning and Zoning Commission meetings earlier this year, the Commission considered an amendment to establish minimum non-metal façade requirements for residential property in Brenham. Doland advised that following a recommendation by the Commission, the Brenham City Council unanimously voted on April 18th and May 2nd, 2019 to approve an ordinance which prohibited the use of a metal façade on residential property in the R-1, R-2, R-3 and B-1 zoning districts. Doland explained that during the recent legislative session, House Bill 2439 was passed which prohibits Texas municipalities from enforcing ordinances that restrict the use of building material for residential or commercial construction if the material is approved for use by a national model code published within the last three code cycles. Doland noted that the aforementioned House Bill would become effective on September 1, 2019 and staff proposes to remove the recently adopted restriction to be in compliance with recent legislation.

A motion was made by Councilmember Herring and seconded by Councilmember Wright to approve an Ordinance on its first reading repealing Ordinance No. O-19-017 and deleting Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham, Part II, Division 1, Section 18, Exterior Construction Materials for selected zoning districts 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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

REGULAR SESSION

11. Discuss and Possibly Act Upon Resolution No. R-19-024 Adopting the Visit Brenham/Washington County Tourism Strategic Action Plan

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Cantey to approve Resolution No. R-19-024 adopting the Visit Brenham/Washington County Tourism Strategic Action Plan.

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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

12. Discuss and Possibly Act Upon Ordinance No. O-19-032 on Its Second Reading Amending Chapter 27, Vehicles for Hire, Code of Ordinances, City of Brenham, Texas

Deputy City Secretary II Karen Stack presented this item. Stack explained that Council approved the Ordinance on its first reading but asked for two changes to be made for second reading.

The two changes were:

- 1) Section 27-5 has been added, designating the City Secretary for delivery of any notice required under Chapter 27.
- 2) Section 27-31(a)(8) has been amended so that an individual with 2 or more DWI or DUI convictions is permanently disqualified from holding a city chauffeur's license.

A motion was made by Councilmember Cantey and seconded by Councilmember Wright to approve Ordinance No. O-19-032 on its second reading amending Chapter 27, Vehicles for Hire, Code of Ordinances, City of Brenham, 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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

13. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Chapter 19, Parks and Recreation, Code of Ordinances, City of Brenham, Texas

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to approve an Ordinance on its first reading amending Chapter 19, Parks and Recreation, Code of Ordinances, City of Brenham, 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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

14. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Chapter 6, Buildings and Structures, Code of Ordinances, City of Brenham, Texas to Adopt the 2015 Version of the International Building Codes with Local Amendments

Building Official Allen Jacobs presented this item. Jacobs explained that staff recommends updating the adopted building codes from the 2012 International Building Code suite to the 2015 International Building Code suite. The suite of the International Codes includes the following:

- 2015 International Building Code (IBC)
- 2015 International Residential Code (IRC)
- 2015 International Fire Code (IFC)
- 2015 International Plumbing Code (IPC)
- 2015 International Mechanical Code (IMC)
- 2015 International Fuel Gas Code (IFGC)
- 2015 International Energy Conservation Code (IECC)
- 2015 International Existing Building Code (IEBC)
- 2015 International Property Maintenance Code (IPMC)
- 2015 International Swimming Pool and Spa Code (ISPSC)

Jacobs stated that the purpose of maintaining the current International Building Codes is to safeguard health, safety, property and public welfare. Jacobs advised that in addition to the 2015 International Codes, the City of Brenham also adopts local amendments to these codes. Jacobs explained that the local amendments accommodate the City of Brenham code of ordinances, and also allow the City of Brenham to enforce code requirements that are beneficial to our municipality. Jacobs noted that these local amendments are necessary as they reflect local construction practices and laws.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve an Ordinance on its first reading amending Chapter 6, Buildings and Structures, Code of Ordinances, City of Brenham, Texas to Adopt the 2015 Version of the International Building Codes with Local Amendments.

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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

15. Discuss and Possibly Act Upon Contract No. 2017-09 Related to Henderson Park Phase II and Phase III Improvements and Authorize the Mayor to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that in June of 2018 and April of 2019, the Brenham Community Development Corporation (BCDC) approved a total of \$650,000 for Phase II and Phase III for additional enhancements to Henderson Park. Rau stated that on August 22, 2019 Strand and Associates, along with staff opened bids related to Phase II/III. Rau noted that 4 bids were received. Rau advised that Aggieland Construction submitted the lowest base bid of \$403,557.00. Rau explained that they also submitted prices for the alternates which were broken out from the base bid so staff could get a better understanding of pricing and have those for consideration.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve Contract No. 2017-09 to Aggieland Construction, in the amount of \$492,136.00 including the alternate bids, related to Henderson Park Phase II and Phase III Improvements 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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

16. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Rate Tariff Schedule(s) for the City of Brenham Electric Rates

Assistant City Manager of Public Utilities Lowell Ogle presented this item. Ogle explained that the City's electric rates are designed to cover the cost of electric distribution services, in an equitable manner, among rate classes. Ogle noted that distribution costs are recovered via a monthly customer charge and a consumption driven wires rate. Ogle advised that the City has a consultant-designed electric rate model which is used internally by staff to analyze the adequacy of electric rates. Ogle stated that the latest staff study reveals that current electric rates do not generate adequate revenues to cover distribution costs. Ogle explained that under the current rate structure, the City is projecting an average deficit in the Electric Fund of (\$400,000) per year or (\$2.4) million over six years.

Ogle stated that staff is proposing an increase to the monthly customer charge and the consumption-based wires charge. Ogle noted that the last rate change was in 2013 for small and large industrial customers and 2003 for all other customer classes. Ogle advised that the City's electric rates will remain highly competitive after the increase. Ogle stated that the proposed new rates are effective with utility billing occurring on or after January 1, 2020.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Ebel to approve an Ordinance on its first reading amending the Rate Tariff Schedule(s) for the City of Brenham Electric Rates.

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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

17. Discuss and Possibly Act Upon the Appointment of Persons to Serve on the Brenham Community Projects Fund, Inc. Board of Directors and Authorize the Mayor to Execute Any Necessary Documentation

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that at the August 27, 2015 City Council meeting, former Director of Community Services, Wende Ragonis, presented to Council the idea of forming a 501(c)(3) non-profit Charitable Foundation to provide funding for quality of life enrichment for recreation, literacy and community philanthropy and development. Miller stated that at that time the City Council was in favor of moving forward to form a 501(c)(3) non-profit charitable foundation to be named City of Brenham Community Projects Fund, Inc. (the Foundation).

Miller explained that shortly after Council's approval, the Certificate of Formation and Bylaws were prepared and submitted to the Secretary of State's Office. The Council also appointed the following Officers for the Foundation:

- President: Mayor Milton Y. Tate, Jr.
- Vice President: Councilmember Gloria Greenwade Nix
- Treasurer: City Manager Terry Roberts
- Secretary: City Manager Terry Roberts

Miller stated that since 2015, the Foundation has been dormant; however, the past few months staff has had several people and local businesses inquire about a 501(c)(3) organization to accept monetary donations for Parks and Animal Services. Miller advised that the first step is to get a new slate of Officers, appointed by the City Council, since two of the three Officers are no longer affiliated with the City.

Mayor Tate volunteered to continuing serving and Councilmembers Cantey and Kolby said that they would like to serve as well.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve the appointment Mayor Tate, Councilmember Cantey and Councilmember Kolby to serve on the Brenham Community Projects Fund, Inc. Board of Directors 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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

18. Discuss and Possibly Act Upon the Approval of the Routine Airport Maintenance Program (RAMP) Grant Agreement No. M2017BREN with TxDOT for FY2020 and Authorize the Mayor to Execute Any Necessary Documentation

Planning Technician Kim Hodde presented this item. Hodde explained that this grant agreement with TxDOT is for participation in the Routine Airport Maintenance Program (RAMP) for September 1, 2019 through August 31, 2020. Hodde advised that as in the prior years, this agreement allows staff to be reimbursed for 50% of the cost of our monthly AWOS monitoring (AviMet Data Link connection fees and continued scheduled maintenance), annual AWOS maintenance contract, as well as 50% of our replacement lamps for the airport lighting system, herbicides, general maintenance, and a contingency for emergency repairs. Hodde noted that the maximum for the grant is \$100,000 total (50/50 match) for the fiscal year; however, staff has budgeted funds of \$50,000. Hodde explained that with TX DOT's \$50,000 match, this would enable staff to do \$100,000 worth of maintenance at half the cost to the City of Brenham.

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Wright to approve the Routine Airport Maintenance Program (RAMP) Grant Agreement No. M2017BREN with TxDOT for FY2020 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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

19. Discuss and Possibly Act Upon the Extension of a Contract Between the City of Brenham and Ron Stegemoller dba RS Aircraft Services for Mechanic Services at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation

Planning Technician Kim Hodde presented this item. Hodde explained that the City of Brenham approved an agreement with Ron Stegemoller dba RS Aircraft Service for mechanic services at the Brenham Municipal Airport on the 16th day of September 2004. Hodde stated that Article II of this agreement allows for a five (5) year renewal option if Lessee gives written notice of such desire to Lessor not less than sixty (60) days before the end of the current term. Hodde noted that this agreement was extended on August 5, 2010 and again on September 16, 2014 for a five (5) year term. Hodde advised that the contract extension will expire on September 16, 2019; however, the City and Mr. Stegemoller desire to extend the lease for another five (5) year term by mutual agreement.

A motion was made by Councilmember Wright and seconded by Councilmember Cantey to approve the extension of a contract between the City and Ron Stegemoller dba RS Aircraft Services for mechanic services at the Brenham Municipal Airport for five (5) years expiring on September 16, 2024 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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

Council adjourned into Executive Session at 2:38 p.m.

EXECUTIVE SESSION

20. Section 551.071 – Texas Government Code – Consultation with Attorney – Consultation with the City Attorney for the Purpose of Seeking Legal Counsel Regarding Brenham Municipal Court Matters and Associated Issues, Including But Not Limited to the Presiding Municipal Court Judge

21. Section 551.071 – Texas Government Code – Consultation with Attorney – Consultation with the City Attorney for the Purpose of Seeking Legal Counsel Regarding Authorizing Representation in a Matter Involving the Texas Municipal League Multistate Employee Benefits Pool and the Internal Revenue Service (IRS)

Executive Session adjourned at 3:09 p.m.

RE-OPEN REGULAR AGENDA

22. Discuss and Possibly Act Upon Resolution No. R-19-025 Authorizing Representation in a Matter Involving the Texas Municipal League Multistate Employee Benefits Pool and the Internal Revenue Service (IRS)

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Cantey to approve Resolution No. R-19-025 authorizing representation in a matter involving the Texas Municipal League Multistate Employee Benefits Pool and the Internal Revenue Service (IRS) as recommended by the City Attorney.

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 Adonna Saunders	Absent
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

23. Administrative/Elected Officials Report

None

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Kacey A. Weiss, TRMC
Deputy City Secretary I

Brenham City Council Minutes

A special meeting of the Brenham City Council was held on September 16, 2019 beginning at 8:30 a.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 Adonna Saunders
Councilmember Keith Herring
Councilmember Albert Wright
Councilmember Clint Kolby

Members absent:

None

Others present:

City Manager James Fisher, City Secretary – Director of Administrative Services Jeana Bellinger, Deputy City Secretary I Kacey Weiss, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager – Director of Public Utilities Lowell Ogle, Comptroller Stacy Hardy, Human Resources Director Susan Nienstedt, Strategic Budget Officer Debbie Gaffey, Budget Manager Kaci Konieczny, Fire Chief Ricky Boeker, and Captain Dant Lange.

Citizens present:

None

Media Present:

Arthur Hahn, Brenham Banner Press; and Josh Blaschke, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Mayor Pro Tem Ebel**

3. Citizens Comments

There were no citizen comments.

PUBLIC HEARING

4. Proposed Budget for Fiscal Year Beginning October 1, 2019 and Ending September 30, 2020

This budget will raise more total property taxes than last year's budget by an estimated \$649,433 (9.64%), and of that amount, \$82,309 is tax revenue to be raised from estimated new property added to the tax roll this year.

Mayor Tate opened the Public Hearing.

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that the budget is balanced as required by law and is the launching point for implementing the priorities and initiatives derived from the October 2018 Council/Staff Retreat. Miller stated that in this regard, it differs from the FY18-19 Budget which maintained the *status quo* while a new strategic direction for the City was formulated. Miller noted that the budget reflects the City Council policy direction taken, while continuing a strong financial position. Miller advised that the FY20 Proposed Budget for the City of Brenham includes appropriations of operating resources for 30 separate funds and authorizes \$73.0 million in expenditures.

The budget can be broken down as follows:

▪ General Fund (including 8 sub-funds)	\$ 21.7M
▪ Debt Service Fund	2.9
▪ Special Revenue Funds	0.2
▪ Capital Project Funds	7.2
▪ Utility Funds (Electric, Gas, Water, Wastewater, Sanitation, Drainage)	38.4
▪ Internal Service Funds	0.7
▪ Brenham Community Development Corporation (BCDC)	<u>1.9</u>
Total	\$73.0M

Mayor Tate closed the Public Hearing.

REGULAR SESSION

5. **Discuss and Possibly Act Upon an Ordinance on Its First Reading Adopting the Budget for Fiscal Year Beginning October 1, 2019 and Ending September 30, 2020**

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller advised that the proposed FY2019-20 budget has been developed in compliance with the property tax code, local government code, and City Charter. Miller stated that the proposed budget includes appropriations of operating resources for 30 separate funds and authorizes \$73.0 million in expenditures. Miller explained that the proposed budget is on the City’s website and on file with the City Secretary.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve an Ordinance on its first reading Adopting the Budget for Fiscal Year beginning October 1, 2019 and Ending September 30, 2020.

Mayor Tate called for a record 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 Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

6. **Discuss and Possibly Act Upon Ratification of the Property Tax Increase Reflected in the Proposed Budget for Fiscal Year Beginning October 1, 2019 and Ending September 30, 2020, which Raises More Revenue from Property Taxes than the Previous Year’s Budget**

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller advised that in compliance with the Local Government Code, if a municipal budget raises more property taxes than in the previous year’s budget, City Council must formally ratify a property tax increase. Miller noted that the FY2019-20 budget will raise more total property taxes than last year’s budget by \$649,433 (9.64%), and of that amount \$82,309 is tax revenue to be raised from new property added to the tax roll this year. Miller stated that a vote must be taken to ratify the property tax increase reflected in the budget.

A motion was made by Councilmember Cantey and seconded by Councilmember Saunders to ratify the property tax increase reflected in the proposed budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020, which raises more revenue from property taxes than the previous year’s budget.

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 Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

7. Discuss and Possibly Act Upon an Ordinance on Its First Reading Levying Taxes for the Tax Year 2019 for the City of Brenham at \$0.5140 per \$100 Valuation

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller advised that the proposed FY2019-20 Budget includes a tax rate of \$0.5140 per \$100 valuation which has two components: maintenance and operations (M&O) and interest and sinking (I&S). Miller explained that the proposed tax rate of \$0.5140 will allocate \$0.3200 to the General Fund for maintenance and operations and, the balance of \$0.1940 to the Debt Service Fund for interest and sinking.

Miller noted that the City has complied with all of the notices, publications, and public hearings as required by the Tax Code. Miller stated that pursuant to the Tax Code, the vote on the ordinance setting a tax rate that exceeds the effective tax rate must be a record vote, and at least 60 percent of the members of the governing body must vote in favor of the ordinance.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel that the property tax rate be increased by the adoption of a tax rate of \$0.5140 per \$100 valuation, which is effectively an 8.26% increase in the tax rate.

Mayor Tate called for a record 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 Adonna Saunders	Yes
Councilmember Keith Herring	Yes
Councilmember Albert Wright	Yes
Councilmember Clint Kolby	Yes

8. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- City Hall will be closed on Wednesday, September 18th for the Washington County Fair
- The IT Department has begun the migration to Microsoft 365; Council will need to leave their I-pads with the City Secretary for updating

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary

ORDINANCE NO. O-19-040

AN ORDINANCE AMENDING THE SANITARY SEWER RATE TARIFF SCHEDULES FOR INDUSTRIAL SURCHARGES FOR THE CITY OF BRENHAM, TEXAS; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE.

WHEREAS, the City Council of the City of Brenham, Texas deems it necessary to change the rates charged for industrial surcharges to its industrial customers in order to recover actual cost increases or decreases for the treatment of flows.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Brenham, Texas:

SECTION I.

The City Council of the City of Brenham, Texas, does hereby adopt the Sanitary Sewer Rate Schedule for Industrial Surcharges set forth in the attached Exhibit “A”, which is made a part hereof for all purposes pertinent, to be effective November 1, 2019.

SECTION II.

This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas. The implementation of rates as forth herein and on the attached Exhibit “A” shall be effective November 1, 2019.

PASSED AND APPROVED on its first reading this the 3rd day of October 2019.

PASSED AND APPROVED on its second reading this the 17th day of October 2019.

Milton Y. Tate, Jr., Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

EXHIBIT "A"

ALL SERVICES	700	782
TARIFF	SECTION NO.	SHEET NO.
SANITARY SEWER RATE SCHEDULE	NOVEMBER 1, 2019	
SECTION TITLE	EFFECTIVE DATE	

(Supersedes Rate Change Effective 10.1.14)

BODs/TSS SURCHARGE

Each industrial customer shall pay a monthly surcharge if the customer's discharge of waste has a concentration of biochemical oxygen demand (BOD₅) in excess of 300 milligrams per liter and/or a concentration of total suspended solids (TSS) in excess of 300 milligrams per liter as measured periodically by the City. The monthly surcharge shall be calculated as follows:

$$Cu = Vu(Bu - 300)B + Vu(Su - 300)S$$

Where: **Cu** is the surcharge, in dollars, to be added to the customer's bill

Vu is the billing volume in thousands of gallons as determined under Determination of Volume

Bu is the measured BOD level in mg/l or 300 mg/l, whichever is greater

B is the unit charge per 1000 gallons, as specified in Unit Charge B

Su is the measured TSS level in mg/l or 300 mg/l, whichever is greater

S is the unit charge per 1000 gallons, as specified in Unit Charge S

1. Unit Charge B

The unit charge for treating one milligram per liter of BOD₅ gallons shall be \$0.001536.

2. Unit Charge S

The unit charge for treating one milligram per liter of TSS gallons shall be \$0.001457.

3. The minimum and maximum monthly surcharge amounts to be paid by an industrial customer are as follows:

	Minimum Surcharge	Maximum Surcharge
Total BOD Monthly Surcharge	\$ 16,577	\$ 25,540
Total TSS Monthly Surcharge	<u>\$ 3,661</u>	<u>\$ 8,023</u>
Total Monthly Surcharge	\$ 20,238	\$ 33,563



AGENDA ITEM 7

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 11, 2019															
DEPT. OF ORIGIN: Economic Development	SUBMITTED BY: Susan Cates															
<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: Presentation of 4 th Quarter Economic Development Report																
SUMMARY STATEMENT: Update to Council on business attraction and retention activities in Economic Development.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Business Development Report																
FUNDING SOURCE (Where Applicable):																
RECOMMENDED ACTION: None – discussion only.																
APPROVALS: James Fisher																

Business Development September, 2019

Source	Name	Acreage	SF Building	Building Specs	Employees	CapEx	Industry	Misc Project Specs
Direct	BK Retail	35+		200,000 sf retail			Retail	Continuing to work with Developer on this project
Direct	Market Square	50		mixed use: retail along 290 frontage with office and multi-family behind			Retail/Commercial	Continuing to work with Developer and CRE on this project
Direct	Silver Crayon	200	200,000	Looking for land with gas 6,500 cf per hour, electric min 480V 3phase with 6K min amps (prefer 4160V), water & sewer to site they will build to suit	30		Advanced Mfg Distribution	Min Inv \$20M Avg wage \$90K Final site selection
Direct	Backfill	21		Medium density housing			Residential	Multiple Developers Project moving to RFP
Direct	Hi Speed	5-6	5K	5K warehouse w/ small office exterior storage for lay-down yard	20		Distribution	Finalizing documents & survey to set closing date
Direct	Del Sol Foods		50K	Convert usage of existing building	13		Manufacturing	Del Sol closed on the building purchase. Final adoption of City TPI on 8/15, County on 8/20.
Direct	Red River	120		Industrial development, multiple businesses, transportation hub			Industrial	Existing local business requesting assistance with a relocation within the community and expansion of operations. Initial project approvals received 7/2019
Direct	DT Mix	2		Office/Retail/Residential			Res / Commercial	Downtown Mixed Use
Direct	290 Com	3.5	42K	Retail / Commercial Office			Retail/Commercial	Development underway, actively marketing to retail & comm'l tenants for BTS
Direct	Specs		30K	Metal shell building ready for buyer finish-out			Industrial	Speculative bldg in SWIP joint venture w/BCDC
Direct	Sleeper	3		Hwy 290 Hotel			Commercial	Possibly 2 branded hotels Tru by Hilton
Direct	Res1	15+		Mkt rate + workforce housing credit project			Residential	Multi-family residential Project on hold
Direct	Res2	100		Single family homes			Residential	Single family residential multiple sites under consideration

Business Development September, 2019

Source	Name	Acreage	SF Building	Building Specs	Employees	CapEx	Industry	Misc Project Specs
Direct	Res3	20		Workforce housing credit project			Residential	Multi-family residential looking at sites in opportunity zone
Direct	C Store	5		in site development			Retail	Convenience Store Land Acquired, in design/permitting
Direct	Specs2		50K	Tilt wall construction shell ready for buyer finish out			Industrial	Speculative bldg in SWIP joint venture w/BCDC
Direct	Local Expansion	10	30K	Tilt wall 3K office, 5K production, remainder warehouse, Likely BBC	40		Industrial	Local business expansion
RE	Family Relo	2	10K	Metal building, small office, remainder WH, SWIP	5		Industrial	Oil field supply business, in site design
Dev	QSR1	3	3K				Restaurant	In site layout
Direct	R&D	100+		R&D facility				very early site location
GHP	Dynamite	15-25	60K-80K	Manufacturing	100	\$25-35M	Industrial	
GovOfc	Calcite Mineral	20		Manufacturing	58	\$30M	Industrial	
GHP	Orion		200K	Manufacturing	250	\$30M	Industrial	
GHP	Electricity	5-7	50-80K	Warehouse	3	\$75-80M	Industrial	Battery system to store & transmit to ERCOT grid.
GHP	Orange		75-200K	Manufacturing	930	\$50M	Industrial	
GHP	Dale	20+	75-700K	Aerospace			Industrial	Site Selector looking at region for several upcoming projects and specifically requesting areas with an existing aerospace cluster
Direct	Res4						Residential	Single family residential multiple sites under consideration



AGENDA ITEM 8

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 11, 2019	
DEPT. OF ORIGIN: Tourism & Marketing	SUBMITTED BY: Jennifer Eckermann	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION
	☒ WORK SESSION	
AGENDA ITEM DESCRIPTION: Presentation of the 4 th Quarter Tourism Report by Visit Brenham		
SUMMARY STATEMENT: 4th Quarter highlights of the Visit Brenham DMO will be presented at the meeting, including updates in the areas of advertising and publicity; digital marketing; social media; The Barnhill Center; and the Visitor Center. A copy of the report will be distributed to Council at the meeting.		
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: N/A		
APPROVALS: James Fisher		



AGENDA ITEM 9

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 10, 2019
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 Resolution No. R-19-030 Expressing Official Intent to Reimburse Certain Costs Related to Street Rebuild and Reconstruction Projects	
SUMMARY STATEMENT: For the past three years, 40 streets or portions of streets (approximately 7.3 miles total) have been reconstructed through the City's Street Reconstruction Program. The majority of the funding for this program has come from funds that were set aside from the sale of the Chappell Hill landfill site. After three years, these funds have been 100% utilized, and in order to continue this vital program another funding source for FY20 is necessary. During the FY20 budget process, the continuation of the street reconstruction program was discussed as a major priority. Included in the FY20 budget is the issuance of Certificates of Obligation for various capital projects, one of which is \$625,000 for Street Reconstruction Program. In order to continue this program without disruption, a Reimbursement Resolution is needed in the amount of \$625,000 for FY20 street rebuild and reconstruction costs. In FY20, 20 streets (2.81 miles) have been identified to be reconstructed. This agenda item allows Council the ability to reimburse certain costs related to street rebuild and reconstruction projects from the issuance of Certificates of Obligation.	
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Resolution authorizes the Council to provide resources necessary to continue the street rebuild and reconstruction program with reimbursement of these capital costs from Certificates of Obligation. B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: (1) Resolution No. R-19-030	
FUNDING SOURCE (Where Applicable): Certificates of Obligation	

RECOMMENDED ACTION: Approve Resolution No. R-19-030 expressing official intent to reimburse certain costs related to street rebuild and reconstruction projects

APPROVALS: James Fisher

RESOLUTION NO. R-19-030

A RESOLUTION OF THE CITY OF BRENHAM, TEXAS EXPRESSING OFFICIAL INTENT TO REIMBURSE CERTAIN COSTS RELATED TO STREET REBUILD AND RECONSTRUCTION PROJECTS

WHEREAS, the City of Brenham, Texas (the "City") is a political subdivision of the State of Texas; and

WHEREAS, the City expects to pay, or have paid on its behalf, expenditures in connection with the projects on Exhibit "A" hereto (the "Projects") prior to the issuance of obligations for which a prior expression of intent to finance or refinance is required by Federal or state law (collectively and individually, the "Obligations") to finance the Projects;

WHEREAS, the City finds, considers, and declares that the reimbursement for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the City and, as such, chooses to declare its intention to reimburse itself for such payments at such time as it issues Obligations to finance the Projects; and

WHEREAS, Section 1.150-2(d)(2) of the Treasury Regulations sets forth limitations regarding the timing of reimbursements made from the proceeds of certain obligations.

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

Section 1: The City reasonably expects to reimburse itself for costs that have been or will be paid subsequent to the date that is 60 days prior to the date hereof and that are to be paid in connection with the Projects from the proceeds of obligations be issued subsequent to the date hereof.

Section 2: The City reasonably expects that the maximum principal amount of Obligations issued to reimburse the City for the costs associated with the Projects will be \$625,000. Such Obligations may be issued in one or more series.

Section 3: Unless otherwise advised by bond counsel, any reimbursement allocation will be made not later than 18 months after the later of (1) the date the original expenditure is paid or (2) the date on which the Project to which the expenditure relates is placed in service or abandoned, but in no event more than three years after the original expenditure is paid.

Section 4: This Resolution shall be effective immediately upon its passage and approval.

PASSED AND APPROVED this 17th day of October 2019.

Milton Y. Tate, Jr., Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit "A"

Project Description

The material, labor and equipment expenditures for 2.8 linear miles of street rebuild and reconstruction projects as identified in the FY20 Street Rebuild Program Budget, and including any legal, fiscal and other fees relating thereto.



AGENDA ITEM 10

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 7, 2019															
DEPT. OF ORIGIN: Public Works	SUBMITTED BY: Dane Rau															
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☐ EXECUTIVE SESSION	☒ REGULAR	☒ RESOLUTION														
	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon City of Brenham Project No. 2017-03 Related to Industrial Boulevard Storm Damage Repairs and Authorize the Mayor to Execute Any Necessary Documentation																
SUMMARY: On October 1, 2019 City staff along with Strand and Associate representatives opened bid pertaining to the 2017 Industrial Boulevard Storm Drainage Repairs at the creek crossing on Industrial Blvd. There were 8 bids received on this work. The lowest bid was from Barclays Premier Utility Services, LLC in the amount of \$321,885.00 (See bid tab)																
This project was initially part of the FEMA work but due to lack of obtaining funding it was presented in the 2020 operating budget and approved to move forward for repairs. The scope of work includes removal and disposal of existing corrugated metal culverts, asphalt pavement, metal guard rail and vegetation. It also includes addition of 3-80 linear feet 6' x 5' concrete box culverts, new asphalt pavement, new guardrail, addition of rip-rap and concrete sloped paving. The engineers estimate for costs of construction was \$359,544 and budgeted in 2020 was \$345,007. With 8 bids we were very happy with the competitiveness of bids received. We would ask council to approve the bid award to Barclays Premier Utility Services, LLC in the amount of \$321,885.00. Contract period is 180 days and construction is expected to begin near the first of the year as soon as all paperwork is signed by both parties.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Came in below expected costs and will take care of an issue that has been a problem since 2016. Currently Barclays has two projects ongoing for the City of Brenham. B. CONS: Will have to shut roadway down while under construction.																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Bid Tabulation Summary; and (2) Evaluation Letter																

FUNDING SOURCE (Where Applicable): 2019 Certificates of Obligation
RECOMMENDED ACTION: Approve Project No. 2017-03 to Barclays Premier Utility Services, LLC, in the amount of \$321,885.00, related to Industrial Boulevard Storm Damage Repairs and authorize the Mayor to execute any necessary documentation
APPROVALS: James Fisher

Bids Received: 2:00 P.M.
October 1, 2019

STRAND ASSOCIATES, INC.®
1906 Niebuhr Street
Brenham, TX 77833

2017 INDUSTRIAL BOULEVARD STORM DRAINAGE REPAIRS
PROJECT NO. 2017-03
CITY OF BRENHAM, TEXAS

BID TABULATION SUMMARY

Bidder and Address	Bid Bond	Addenda Acknowledged	Total Base Unit Price
Barclays Premier Utility Services, LLC 1630 Gault Road Houston, TX 77039	5%	Yes	\$321,885.00 *\$319,785.00
Solid Bridge Construction 1204 Sam Houston Ave. Huntsville, TX 77340	5%	Yes	\$352,162.00
Larry Young Paving, Inc. 1852 Silver Hill Rd. Bryan, TX 77807	5%	Yes	\$357,929.00
South Central Texas, LLC 1669 Smith-Rau Rd Columbus, TX 78934	5%	Yes	\$373,849.55 *373,749.55
Lonnie Lischka Company, LP 501 N. Holland St. Bellville, TX 77418	5%	Yes	\$426,505.00
Site Work Contractors, LLC P.O. Box 118 Pinehurst, TX 77362	5%	Yes	\$468,230.00
Rebel Contractors, Inc. 17942 Interstate 45 N. Willis, TX 77378	5%	Yes	\$509,309.90
Leland Bradlee Construction, Inc. 4815 Whitehurst Dr. Longview, TX 75602	5%	Yes	\$516,025.08

* CONTRACTOR'S COMPUTED TOTAL

Reviewed by: DWAYNE GASEWSKI



Strand Associates, Inc.®

1906 Niebuhr Street
Brenham, TX 77833
(P) 979-836-7937

October 3, 2019

Mr. Dane Rau, Director of Public Works
City of Brenham
200 West Vulcan
Brenham, TX 77833

Re: 2017 Industrial Boulevard Storm Drainage Repairs
Contract No. 2017-03
City of Brenham, Texas

Dear Dane,

Bids for the above-referenced project were opened on October 1, 2019. Eight bids were received with the resulting bid tabulation enclosed. The low bid of \$321,885.00 was less than ENGINEER's opinion of probable construction cost.

Barclays Premier Utility Services of Houston, Texas, was the apparent low bidder at \$321,885. The bid included a bid bond for 5 percent and Addendum No. 1 was acknowledged.

Strand Associates, Inc.® has previously worked with Barclays Premier Utility Services on projects for the City of Brenham including the FY 19 Projects. Based on our previous experience with this contractor, we have found Barclays Premier Utility Services to be responsible.

We suggest that you consider evaluating Barclays Premier Utility Services' financial status prior to award and other information submitted to you as required by Article 19.05.2 found in the Instructions to Bidders of the Contract Documents.

Sincerely,

STRAND ASSOCIATES, INC.®

Roddy Williams, Ph.D., P.E.
Senior Vice President

Enclosures

TBPE No. F-8405
TBPLS No. 10030000

3900.117\DEGR\BREN\Documents\Specifications\Archive\2019\Brenham, City of\3900.117.2017-03.RJW\16 Specification Letters(a) Resulting Bid Tabulation\100319.docx



AGENDA ITEM 11

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 7, 2019
DEPT. OF ORIGIN: Public Works	SUBMITTED BY: Dane Rau
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION
ORDINANCE: ☐ 1ST READING ☐ 2ND READING ☐ RESOLUTION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon City of Brenham Project No. E2017-13 Related to Brenham Community Development Corporation's Regional Detention Pond Improvements in the Southwest Industrial Park, Section III and Authorize the Mayor to Execute Any Necessary Documentation	
SUMMARY: On October 1, 2019 City staff along with Jones and Carter representatives opened bid pertaining to the detention pond rehabilitation in the Southwest Industrial Park. There were 7 bids received on this work. The lowest bid was from South Central Texas Excavation & Construction, LLC in the amount of \$269,245.48. (See bid tab)	
This project scope was approved earlier in the year and will be funded by BCDC. The scope of work includes additional excavation of the current detention pond, vegetation removal, outfall improvements, and sloped concrete additions so that the detention pond can function for many years to come as it serves development in the Southwest Industrial Park. With the expansion of some businesses and the addition of new property this detention pond needs to be reworked so that it can handle growth that is on the horizon along with current development. The Gurrich tract will be using this pond for detention as well as it develops. When the pond was created initially it was dug out by the 290 contractor who needed the dirt and was able to assist the City with those efforts at no cost. Some enhancements were made at that time to have a functioning pond, but this will reshape the pond and solidify the use for many years. As past development occurred these businesses as well as new businesses are paying into this detention pond so that they can utilize it instead of creating detention on their tracts. The engineers estimate for costs of construction was \$293,000. With 7 bids we were very happy with the competitiveness of bids received. We would ask council to approve the bid award to South Central Texas Excavation, LLC in the amount of \$269,245.48. Contract period is 120 days and construction is expected to begin near the first of the year as soon as all paperwork is signed by both parties.	
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Very positive bids and under expected budget. B. CONS: None at this point	

ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS: (1) Bid Tabulation Summary; and (2) Recommendation of Award Letter
FUNDING SOURCE (Where Applicable): BCDC, 2020 Certificates of Obligation
RECOMMENDED ACTION: Approve Project No. E2017-13 to South Central Texas Excavation and Construction, LLC, in the amount of \$269,245.48, related to Brenham Community Development Corporation's Regional Detention Pond Improvements in the Southwest Industrial Park, Section III and authorize the Mayor to execute any necessary documentation
APPROVALS: James Fisher



JONES | CARTER

Texas Board of Professional Engineers Registration No. F-439

BID TABULATION SHEET

BRENHAM COMMUNITY DEVELOPMENT CORPORATION
SOUTHWEST INDUSTRIAL PARK, SECTION III
DETENTION POND IMPROVEMENTS
BRENHAM PROJECT NO. E2017-13
J|C NO. 15692-0001-00

Bids were received at the City of Brenham
Time: 2:30 P.M.
Date: October 1, 2019

BIDDERS			
	SOUTH CENTRAL TEXAS EXCAVATION & CONSTRUCTION, LLC	LARRY YOUNG PAVING, INC.	LONNIE LISCHKA COMPANY
Total Base Bid (Item Nos. 1-15)	\$269,245.48	\$313,232.10	\$321,910.07
Bid Security	✓	✓	✓
Receipt of Addendum 1	✓	✓	✓
	FELLERS & CLARK, LLC	COLLIER CONSTRUCTION, LLC	SITE WORK CONTRACTORS, LLC
Total Base Bid (Item Nos. 1-15)	\$331,000.00	\$344,591.85	\$351,304.90
Bid Security	✓	✓	✓
Receipt of Addendum 1	✓	✓	✓
	SOLID BRIDGE CONSTRUCTION, LLC		
Total Base Bid (Item Nos. 1-15)	\$372,843.40 ⁽¹⁾		
Bid Security	✓		
Receipt of Addendum 1	✓		

⁽¹⁾ Bidder miscalculated.

October 8, 2019

Mr. James Fisher
President
Brenham Community Development Corporation
P.O. Box 1059
Brenham, TX 77834-1059

Re: RECOMMENDATION OF AWARD
Brenham Community Development Corporation
Southwest Industrial Park, Section III
Detention Pond Improvements
Brenham Project No. E2017-13
J|C No. 15692-0001-00

Dear Mr. Fisher:

We have examined the bids received on October 1, 2019 for the above referenced project. A summary bid tabulation and bid tabulation of the bids are enclosed for your review. The low Total Base Bid (Item Nos. 1-15) in the amount of \$269,245.48 was submitted by South Central Texas Excavation and Construction, LLC.

Based on inspection of the information provided in their bid package and on company experience working with them on previous projects, South Central Texas Excavation and Construction, LLC is an established contracting firm with a successful record in completing comparable projects.

In consideration of the above facts, it is our recommendation that a contract for this project be awarded to South Central Texas Excavation and Construction, LLC in the amount of \$269,245.48.

Sincerely,



Brian P. Dobiyanski, PE
Project Manager
Municipal and District Services

BPD/ebr

K:\15692\15692-0001-00 SWIP III Detention Pond\3 Construction Phase\Contract Documents\ROA BCDC SWIP III Detention Pond 20191008.docx
Enclosures



AGENDA ITEM 12

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 11, 2019	
DEPT. OF ORIGIN: Public Works	SUBMITTED BY: Dane Rau	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☐ 1ST READING ☐ 2ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon City of Brenham Contract No. 2016-04 Related to Brenham Community Development Corporation's Regional Detention Pond Improvements in the Brenham Business Center and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY: The City of Brenham of Brenham along with Strand and Associates staff opened bids related to the Brenham Business Center Detention Pond on October 3, 2019. There were 5 bids received. The lowest bid received was from Lonnie Lischka Company, LP which came in at \$382,916.34. This included Alternate 1 and Alternate 2. Alternate 1 was valued at \$26,957.55 and Alternate 2 was valued at \$41,487.84. Bids were spread out and ranged from \$382,916 to \$654, 212. We would like to award the bid to Lonnie Lischka Company, LP who is from Bellville, TX. At the time of drafting this memo, reference checks and financial status is being confirmed. This project is funded by BCDC and will greatly improve the stormwater runoff for existing development as well as future development. The scope of work includes the construction of a large regional detention pond for the area north of Woodward Creek. This involves excavation, installation of 18", 42" and 72" concrete pipe, wingwalls, sloped paving, soil retention blankets, seeding, and sediment control fencing. Alternate 1 consists of modifications to correct detention requirements for the Precision Polymer Engineering site. Alternate 2 consists of drainage improvements to correct detention requirements for Advanced Data Storage. Both of these companies had originally paid for detention and have had individual detention ponds but now will be tied into the large regional pond as those improvements are made. These are all crucial in order to control the stormwater from these sites which will assist in flows southward leaving the Brenham Business Center. The engineers estimate for costs of construction was \$659,533. With 5 bids we were very happy with the competitiveness of bids received. We would ask council to approve the bid award to Lonnie Lischka Company, LP in the amount of \$382,916.34 which includes alternate 1 and alternate 2. Contract period is 180 days and construction is expected to begin near the first of the year as soon as all paperwork is signed by both parties.		

STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: Came in below estimated costs and has been a long time coming to create a Regional Detention Pond in the Brenham Business Center. B. CONS: None.
ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS: (1) Bid Tabulation Summary; and (2) Resulting Bid Tab Letter
FUNDING SOURCE (Where Applicable): BCDC, 2020 Certificates of Obligation
RECOMMENDED ACTION: Approve Contract No. 2016-04 to Lonnie Lischka Company, LP, in the amount of \$382,916.34, related to Brenham Community Development Corporation's Regional Detention Pond Improvements in the Brenham Business Center and authorize the Mayor to execute any necessary documentation
APPROVALS: James Fisher

Bids Received: 3:00 P.M.
October 3, 2019

STRAND ASSOCIATES, INC.®
1906 Niebuhr Street
Brenham, TX 77833

2017 REGIONAL DETENTION POND
CONTRACT 2016-04
BRENHAM COMMUNITY DEVELOPMENT CORPORATION (BCDC)

BID TABULATION SUMMARY

Bidder and Address	Bid Bond or Guarantee	Addenda Acknowledged	Computed Total Base Bid	Alternate No. 1 Total Base Unit Prices	Alternate No. 2 Total Base Unit Prices
Lonnie Lischka Company, LP 501 N. Holland Street Bellville, TX 77418	5%	Yes	\$314,470.95	\$26,957.55	\$41,487.84
Fellers & Clark, LP 4691 Sandstone Bellville, TX 77418	5%	Yes	\$340,054.75	\$39,918.05	\$63,027.20
Larry Young Paving 1852 Silver Hill Rd Bryan, TX 77807	5%	Yes	\$380,282.75	\$43,722.50	\$84,436.50
Collier Construction, LLC 1601 Hwy 290 W Brenham, TX 77833	5%	Yes	\$396,304.50	\$49,773.00	\$61,900.00
Solid Bridge Construction, LLC 1204 Sam Houston Ave#1 Huntsville, TX 77340	5%	Yes	\$501,257.00	\$62,619.50	\$90,335.50

Reviewed by: _____



Bids Received: 3:00 P.M. October 3, 2019

STRAND ASSOCIATES, INC.*
1906 Niebuhr Street
Brenham, TX 77833

2017 REGIONAL DETENTION POND

CONTRACT 2016-04

BRENHAM COMMUNITY DEVELOPMENT CORPORATION (BCDC)

BID TABULATION BREAKDOWN

No.	Description	Quantity	Unit	Lonnie Lischka Company, LP		Fellers & Clark, LP		Larry Young Paving		Collier Construction, LLC		Solid Bridge Construction, LLC	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Mobilization	1	LS	\$ 16,650.00	\$ 16,650.00	\$ 24,498.15	\$ 24,498.15	\$ 24,300.00	\$ 24,300.00	\$ 15,742.00	\$ 15,742.00	\$ 18,500.00	\$ 18,500.00
2.	Excavation	21,360	CY	\$ 3.50	\$ 74,760.00	\$ 2.75	\$ 58,740.00	\$ 3.85	\$ 82,236.00	\$ 4.50	\$ 96,120.00	\$ 5.00	\$ 106,800.00
3.	Embankment with Density Control	13,515	CY	\$ 0.01	\$ 135.15	\$ 2.05	\$ 27,705.75	\$ 3.85	\$ 52,032.75	\$ 4.50	\$ 60,817.50	\$ 5.00	\$ 67,575.00
4.	Reinforced Concrete Outlet Structure	1	EA	\$ 16,114.80	\$ 16,114.80	\$ 13,445.00	\$ 13,445.00	\$ 9,000.00	\$ 9,000.00	\$ 6,753.00	\$ 6,753.00	\$ 17,500.00	\$ 17,500.00
5.	72-IN Reinforced Concrete Pipe	70	LF	\$ 481.00	\$ 33,670.00	\$ 410.25	\$ 28,717.50	\$ 664.00	\$ 46,480.00	\$ 588.00	\$ 41,160.00	\$ 500.00	\$ 35,000.00
6.	48-IN Reinforced Concrete Pipe	266	LF	\$ 181.00	\$ 48,146.00	\$ 190.35	\$ 50,633.10	\$ 240.00	\$ 63,840.00	\$ 216.00	\$ 57,456.00	\$ 300.00	\$ 79,800.00
7.	18-IN Reinforced Concrete Pipe	78	LF	\$ 50.00	\$ 3,900.00	\$ 77.90	\$ 6,076.20	\$ 73.00	\$ 5,694.00	\$ 80.00	\$ 6,240.00	\$ 80.00	\$ 6,240.00
8.	Flared Wingwall w/ Dissipaters (72-IN RCP)	1	EA	\$ 8,800.00	\$ 8,800.00	\$ 26,825.00	\$ 26,825.00	\$ 12,000.00	\$ 12,000.00	\$ 9,185.00	\$ 9,185.00	\$ 14,500.00	\$ 14,500.00
9.	Flared Wingwall w/ Dissipaters (48-IN RCP)	2	EA	\$ 3,600.00	\$ 7,200.00	\$ 13,840.00	\$ 27,680.00	\$ 7,500.00	\$ 15,000.00	\$ 6,834.00	\$ 13,668.00	\$ 12,500.00	\$ 25,000.00
10.	Throat Inlet/Junction Box	4	EA	\$ 8,600.00	\$ 34,400.00	\$ 7,315.00	\$ 29,260.00	\$ 6,000.00	\$ 24,000.00	\$ 5,521.00	\$ 22,084.00	\$ 18,500.00	\$ 74,000.00
11.	Concrete Slope Paving (5-IN thick)	105	SY	\$ 95.00	\$ 9,975.00	\$ 74.85	\$ 7,859.25	\$ 54.00	\$ 5,670.00	\$ 126.00	\$ 13,230.00	\$ 62.00	\$ 6,510.00

			Lonnie Lischka Company, LP 501 N. Holland Street Bellville, TX 77418		Fellers & Clark, LP 4691 Sandstone Bellville, TX 77418		Larry Young Paving 1852 Silver Hill Rd Bryan, TX 77807		Collier Construction, LLC 1601 Hwy 290 W Brenham, TX 77833		Solid Bridge Construction, LLC 1204 Sam Houston Ave #1 Huntsville, TX 77340		
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
12.	Concrete Pilot Channel (4-IN thick)	210	SY	\$ 85.00	\$ 17,850.00	\$ 69.70	\$ 14,637.00	\$ 63.00	\$ 13,230.00	\$ 105.00	\$ 22,050.00	\$ 57.00	\$ 11,970.00
13.	Stabilized Construction Exit	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 1,690.00	\$ 1,690.00	\$ 1,500.00	\$ 1,500.00	\$ 3,030.00	\$ 3,030.00	\$ 3,850.00	\$ 3,850.00
14.	Soil Retention Blankets	280	SY	\$ 4.00	\$ 1,120.00	\$ 2.00	\$ 560.00	\$ 5.00	\$ 1,400.00	\$ 2.50	\$ 700.00	\$ 12.00	\$ 3,360.00
15.	Seeding	26,000	SY	\$ 0.55	\$ 14,300.00	\$ 0.40	\$ 10,400.00	\$ 0.35	\$ 9,100.00	\$ 0.50	\$ 13,000.00	\$ 0.65	\$ 16,900.00
16.	Vegetative Watering	406	MG	\$ 50.00	\$ 20,300.00	\$ 20.80	\$ 8,444.80	\$ 25.00	\$ 10,150.00	\$ 16.50	\$ 6,699.00	\$ 27.00	\$ 10,962.00
17.	Sediment Control Fence	1,860	LF	\$ 2.50	\$ 4,650.00	\$ 1.55	\$ 2,883.00	\$ 2.50	\$ 4,650.00	\$ 4.50	\$ 8,370.00	\$ 1.50	\$ 2,790.00
ENGINEER'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 17					\$ 314,470.95		\$ 340,054.75		\$ 380,282.75		\$ 396,304.50		\$ 501,257.00
CONTRACTOR'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 17					\$ 314,470.95		\$340,054.75		\$ 380,282.75		\$ 396,304.50		\$ 501,257.00

Reviewed by _____



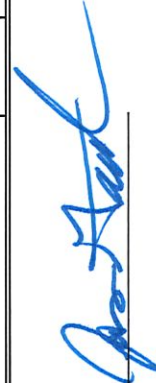
Bids Received: 3:00 P.M. October 3, 2019

STRAND ASSOCIATES, INC.*
1906 Niebuhr Street
Brenham, TX 77833

2017 REGIONAL DETENTION POND
CONTRACT 2016-04
BRENHAM COMMUNITY DEVELOPMENT CORPORATION (BCDC)
ALTERNATE NO. 1 BREAKDOWN

No.	Description	Quantity	Unit	Lonnie Lischka Company, LP 501 N. Holland Street Bellville, TX 77418		Fellers & Clark, LP 4691 Sandstone Bellville, TX 77418		Larry Young Paving 1852 Silver Hill Rd Bryan, TX 77807		Collier Construction, LLC 1601 Hwy 290 W Brenham, TX 77833		Solid Bridge Construction, LLC 1204 Sam Houston Ave #1 Huntsville, TX 77340	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Excavation	600	CY	\$ 4.00	\$ 2,400.00	\$ 3.55	\$ 2,130.00	\$ 10.00	\$ 6,000.00	\$ 21.50	\$ 12,900.00	\$ 6.00	\$ 3,600.00
2.	Embankment w/ Density Control	55	CY	\$ 0.01	\$ 0.55	\$ 2.15	\$ 118.25	\$ 10.00	\$ 550.00	\$ 21.50	\$ 1,182.50	\$ 12.00	\$ 660.00
3.	30-IN Reinforced Concrete Pipe	203	LF	\$ 71.50	\$ 14,514.50	\$ 119.80	\$ 24,319.40	\$ 150.00	\$ 30,450.00	\$ 128.00	\$ 25,984.00	\$ 245.00	\$ 49,735.00
4.	Throat Inlet/Junction Box	1	EA	\$ 8,600.00	\$ 8,600.00	\$ 10,465.00	\$ 10,465.00	\$ 5,750.00	\$ 5,750.00	\$ 6,160.00	\$ 6,160.00	\$ 7,500.00	\$ 7,500.00
5.	Seeding	950	SY	\$ 0.55	\$ 522.50	\$ 1.15	\$ 1,092.50	\$ 0.45	\$ 427.50	\$ 1.75	\$ 1,662.50	\$ 0.65	\$ 617.50
6.	Vegetative Watering	15	MG	\$ 50.00	\$ 750.00	\$ 112.50	\$ 1,687.50	\$ 25.00	\$ 375.00	\$ 112.00	\$ 1,680.00	\$ 27.00	\$ 405.00
7.	Sediment Control Fence	68	LF	\$ 2.50	\$ 170.00	\$ 1.55	\$ 105.40	\$ 2.50	\$ 170.00	\$ 3.00	\$ 204.00	\$ 1.50	\$ 102.00
ENGINEER'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 7					\$ 26,957.55		\$ 39,918.05		\$ 43,722.50		\$ 49,773.00		\$ 62,619.50
CONTRACTOR'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 7					\$ 26,957.55		\$ 39,918.05		\$ 43,722.50		\$ 49,773.00		\$ 62,619.50

Reviewed by



Bids Received: 3:00 P.M. October 3, 2019

STRAND ASSOCIATES, INC.®
1906 Niebuhr Street
Brenham, TX 778332017 REGIONAL DETENTION POND
CONTRACT 2016-04
BRENHAM COMMUNITY DEVELOPMENT CORPORATION (BCDC)
ALTERNATE NO. 2 BREAKDOWN

No.		Description	Quantity	Unit	Unit Price	Total Price	Lonnie Lischka Company, LP 501 N. Holland Street Bellville, TX 77418	Fellers & Clark, LP 4691 Sandstone Bellville, TX 77418	Larry Young Paving 1852 Silver Hill Rd Bryan, TX 77807	Collier Construction, LLC 1601 Hwy 290 W Brenham, TX 77833	Solid Bridge Construction, LLC 1204 Sam Houston Ave #1 Huntsville, TX 77340	Total Price	Unit Price	Total Price
1.		Remove and Dispose of 24-IN HDPE Pipe	28	LF	\$ 7.00	\$ 196.00	\$ 45.00	\$ 1,260.00	\$ 20.00	\$ 560.00	\$ 18.50	\$ 518.00	\$ 150.00	\$ 4,200.00
2.		Embankment w/ Density Control	3,034	CY	\$ 0.01	\$ 30.34	\$ 2.15	\$ 6,523.10	\$ 6.00	\$ 18,204.00	\$ 6.00	\$ 18,204.00	\$ 6.00	\$ 18,204.00
3.		30-IN Reinforced Concrete Pipe	376	LF	\$ 71.50	\$ 26,884.00	\$ 109.05	\$ 41,002.80	\$ 150.00	\$ 56,400.00	\$ 90.00	\$ 33,840.00	\$ 150.00	\$ 56,400.00
4.		Throat Inlet/Junction Box	1	EA	\$ 8,600.00	\$ 8,600.00	\$ 6,580.00	\$ 6,580.00	\$ 5,800.00	\$ 5,800.00	\$ 4,482.00	\$ 4,482.00	\$ 7,000.00	\$ 7,000.00
5.		Seeding	3,900	SY	\$ 0.55	\$ 2,145.00	\$ 1.15	\$ 4,485.00	\$ 0.35	\$ 1,365.00	\$ 0.50	\$ 1,950.00	\$ 0.65	\$ 2,535.00
6.		Vegetative Watering	61	MG	\$ 50.00	\$ 3,050.00	\$ 46.15	\$ 2,815.15	\$ 25.00	\$ 1,525.00	\$ 40.00	\$ 2,440.00	\$ 27.00	\$ 1,647.00
7.		Sediment Control Fence	233	LF	\$ 2.50	\$ 582.50	\$ 1.55	\$ 361.15	\$ 2.50	\$ 582.50	\$ 2.00	\$ 466.00	\$ 1.50	\$ 349.50
		ENGINEER'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 7				\$ 41,487.84		\$ 63,027.20		\$ 84,436.50		\$ 61,900.00		\$ 90,335.50
		CONTRACTOR'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 7				\$ 41,487.84		\$ 63,027.20		\$ 84,436.50		\$ 61,900.00		\$ 90,335.50

Reviewed by

45



Strand Associates, Inc.®

1906 Niebuhr Street
Brenham, TX 77833
(P) 979-836-7937

October 9, 2019

Mr. Dane Rau, Director of Public Works
City of Brenham
200 West Vulcan
Brenham, Texas 77833

Re: 2017 Regional Detention Pond
Contract No. 2016-04
Brenham Community Development Corporation

Dear Dane,

Bids for the above-referenced project were opened on October 3, 2019. Five responsive bids were received with the resulting bid tabulation enclosed. The low bid of \$314,470.95 was less than ENGINEER's opinion of probable construction cost.

Lonnie Lischka Company, LP of Bellville, Texas, was the apparent low bidder at \$314,470.95, with an Alternate No. 1 bid of \$26,957.55 and an Alternate No. 2 bid of \$41,487.84. The bid included a bid bond for 5 percent and Addendum Nos. 1 and 2 were acknowledged.

Strand Associates, Inc.® has not had previous experience with Lonnie Lischka Company, LP. Therefore, we are not able to comment in regard to their performance on other projects.

We suggest that you consider evaluating Lonnie Lischka Company, LP's financial status prior to award and other information submitted to you as required by Article 19.05.2 found in the Instructions to Bidders of the Contract Documents.

Sincerely,

STRAND ASSOCIATES, INC.®

Roddy J. Williams, Ph.D., P.E.
Senior Vice President

Enclosure

TBPE No. F-8405
TBPLS No. 10030000

3921.010\RJW:rlf:mds\R\BRE\Documents\Specifications\Archive\2019\BCDC\3921.010.1-2019.RJW(16) Specification Letters(a) Resulting Bid Tabulation\100919.docx



AGENDA ITEM 13

DATE OF MEETING: October 17, 2019		DATE SUBMITTED: October 9, 2019													
DEPT. OF ORIGIN: Development Services		SUBMITTED BY: Kim Hodde													
MEETING TYPE:		CLASSIFICATION:													
☒ REGULAR		☐ PUBLIC HEARING													
☐ SPECIAL		☐ CONSENT													
☐ EXECUTIVE SESSION		☒ REGULAR													
		☐ WORK SESSION													
ORDINANCE:															
☐ 1ST READING															
☐ 2ND READING															
☐ RESOLUTION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Approval of Revised Lease Rates for Ground Space Leases and City-Owned T-Hangar Leases at the Brenham Municipal Airport and Authorize the Mayor to Execute Any Necessary Documentation															
SUMMARY STATEMENT: On January 3, 2008, City Council approved the City-owned T-hangar lease rate of \$250.00 per month as recommended by the Airport Advisory Board. This monthly lease rate has not increased since 2008. Staff researched other airports in our area or similar in size/operations and found that the monthly T-hangar rates range from \$150.00 - \$450.00 per month, depending on the size and condition. At its May meeting, the Airport Advisory Board voted to recommend approval of the following rental rates effective January 1, 2020. The Airport Advisory Board would like to review all rates every 1-2 years: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left; padding: 5px;"><u>Lease Type</u></th> <th style="text-align: left; padding: 5px;"><u>Current Rate</u></th> <th style="text-align: left; padding: 5px;"><u>Proposed Rate</u></th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Ground space lease</td> <td style="padding: 5px;">\$.08 per SF / year</td> <td style="padding: 5px;">\$0.10 per SF / year</td> </tr> <tr> <td style="padding: 5px;">2008 T-hangars (push doors)</td> <td style="padding: 5px;">\$250.00 / month</td> <td style="padding: 5px;">\$265.00 / month</td> </tr> <tr> <td style="padding: 5px;">2015 T-hangars (electric doors)</td> <td style="padding: 5px;">\$250.00 / month</td> <td style="padding: 5px;">\$280.00 / month</td> </tr> </tbody> </table> The current process will remain in place: ground space leases will continue to be brought before City Council for consideration / approval and T-hangar leases will continue to be executed by the Mayor. The only change in either of the leases is the rate. The new rates will not go into effect until January 1, 2020 so that all tenants/owners can be notified in ample time of the rate increase.				<u>Lease Type</u>	<u>Current Rate</u>	<u>Proposed Rate</u>	Ground space lease	\$.08 per SF / year	\$0.10 per SF / year	2008 T-hangars (push doors)	\$250.00 / month	\$265.00 / month	2015 T-hangars (electric doors)	\$250.00 / month	\$280.00 / month
<u>Lease Type</u>	<u>Current Rate</u>	<u>Proposed Rate</u>													
Ground space lease	\$.08 per SF / year	\$0.10 per SF / year													
2008 T-hangars (push doors)	\$250.00 / month	\$265.00 / month													
2015 T-hangars (electric doors)	\$250.00 / month	\$280.00 / month													
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):															
A. PROS:															
B. CONS:															
ALTERNATIVES (In Suggested Order of Staff Preference):															
ATTACHMENTS: (1) Minutes from Airport Advisory Board meeting on May 14, 2019															
FUNDING SOURCE (Where Applicable):															

RECOMMENDED ACTION: Approve the revised lease rates for Ground Space Leases and City-Owned T-Hangar Leases at the Brenham Municipal Airport to be effective January 1, 2020 and authorize the Mayor to execute any necessary documentation

APPROVALS: James Fisher

AIRPORT ADVISORY BOARD MINUTES



A regular meeting of the AIRPORT ADVISORY BOARD was held on May 14, 2019, beginning at 5:30 p.m. at the Brenham Municipal Airport, 3001 Aviation Way, Brenham, Texas.

Members Present: Michele Bright, Bryan Butler, Janet Hess, Jon Hodde, Brent Nedbalek, and Mark Whitehead

Members Absent: Pat Elliott, Edwin Owens, and Eddie Van Dyke (excused absences)

Others Present: Lori Sanguedolce, Lowell Ogle, Kim Hodde, Jerry Webb, Al Miller, Glenn Miller, Glen Meschewitz, and Mark Denson

Media Present: None

1. **Call to Order:** Chairman Jon Hodde called the meeting to order at 5:35 p.m.

Chairman Hodde clarified to the Board and all those in attendance that citizen/visitor comments portion at the beginning of the meeting is for comments on any items NOT on the agenda. If a citizen has a comment about an item on the agenda, then the Chairman may recognize them and then they can speak for 2-3 minutes. No debating will be done but the comments will be heard.

2. **Citizen/Visitor Comments:**

Glen Miller asked about the rate survey that was done by staff. Lowell Ogle stated that the item is on the agenda so any questions can be addressed at that time.

3. **Reports and Announcements**

Lori Sanguedolce reported the following information to the Board:

- RFQ's for the Runway Bump/Hump project design phase have been received. The Consultant Selection Committee will be making a recommendation to TxDOT by the end of the week.

CONSENT AGENDA

4. **Review/Approval of Minutes from February 12, 2019 Meeting**

A motion was made by Michele Bright and seconded by Bryan Butler to approve the minutes from the February 12, 2019 meeting, as presented. The motion carried unanimously.

REGULAR AGENDA

5. Discussion regarding revisions to the Minimum Standards for the Brenham Municipal Airport

Lowell Ogle distributed a “draft” copy of some Minimum Standards. He told the Board that the current minimum standards for FBO Operators were adopted in 2005 and were based on a template of the minimums that TxDOT and the FAA would allow. They did not clearly define, explain, and/or address various items. It is recommended that they be reviewed and updated periodically to ensure that they are in line with current regulations and/or development at the airport. City staff has been working to develop a draft document for the board to review and provide input that protects the City, the Airport and all operators. The proposed document defines that an FBO will sell fuel and do line service and any of the other identified activities. An FBO will have a contract. Other businesses and activities will fall into other categories and will be done by “permit” or authorization by the City of Brenham. Lowell reiterated that this is just a starting point for discussion, comments, and revisions. He asked that the Board review the minimum standards document provide comments either before or at the next AAB meeting in July.

6. Discussion and possible action regarding prevailing rates for:

- **Ground Space lease rates per square foot**
- **T-hangar monthly rental rates**
- **Hangar lease rates**

Lori Sanguedolce stated that staff contacted several airports, similar in size and operations to Brenham, to compare lease rates. The information was presented to the Board and a discussion was held. Michele Bright stated that she would rather have steady increases so that people can anticipate the increases rather than have a large jump at one time. Bryan Butler suggested that any increases be stipulated that it would be reviewed in a certain time frame and that increases would have a cap.

Glen Meschewitz stated that although Navasota’s rate says \$.03 per square foot per year, it is actually \$.03 per square foot per month or \$.36 per square foot per year. Kim Hodde noted the change. Several board members commented that although rates have never been raised and we do need to raise them, it should be something that is palatable. Janet Hess stated that the hangars with the “push” doors might need to be slightly cheaper than the ones with the electric doors. The Board suggested a \$.02 increase in the ground space lease rates with all rates being reviewed by the Board next year.

Lowell Ogle suggested that any rate changes not go into effect until January 1, 2020 to allow everyone time to be properly noticed of the increase.

A motion was made by Bryan Butler and seconded by Michele Bright to increase the T-hangar rental rates from \$250.00 per month to \$265.00 per month for the “push” doors and \$280.00 per month for the electric doors and to increase the ground space lease rate from \$.08 cents per square foot per year to \$.10 per square foot per year with the Board to review this rates next year. The motion carried unanimously.

Lori Sanguedolce stated that the last column for review is for tie-downs; however, the City does not collect the tie-down fees. The FBO collects the tie-downs. Currently, the tie-down rate is \$40.00 per month. Overnight stays are currently not charged. Mr. Butler suggested that at some point in the future, we may want to look at charging for overnight parking but waiving fee if fuel is purchased. A discussion was held regarding whether or not the City should collect those fees.

Lowell Ogle asked Chairman Hodde to move items 7, 8 and 9 to the end of the agenda; therefore, item number 10 was presented at this time.

10. Discuss any current issues regarding airport operations and future airport needs including, but not limited to, possible improvements or other development at the Brenham Municipal Airport (no action may be taken)

- **Entrance project**
- **Airport events**
- **Airport operations quarterly report**
- **Airport Advisory Board meeting schedule**

Discussions were held on the following:

- **Entrance Project** – Lowell Ogle stated that the Airport entrance needs to be updated. He thanked Michele Bright for volunteering to look at various options for updating the entrance as well as look at funding options. Michele Bright stated that she has gotten some drawings and ideas for cleaning up the entry area and adding landscaping, as well as updating the existing signage. She is working with a sign company and looking at various options. She stated that several people have offered to donate towards the project once we have some options. It was the consensus of the Board to move forward and they thanked Michele Bright for spearheading this project.
- **Airport Events** – Possible events suggested to promote the Brenham Municipal Airport suggested were:
 - Career Day
 - Field trips
 - B-17 (scheduled for the Fall)
 - Pancake breakfasts/fly-ins
 - Hangar gatherings – coffee and donuts/pizza and beer (just for socializing)

Lowell Ogle asked that Board members provide suggestions for events at the next couple of meetings.

- **Airport operations quarterly report** – Lowell Ogle asked the Board if they would like to get a quarterly report and, if so, what information should be included, i.e. airport operations for the period, etc. Some suggestions were made for fuel flowage information, financials for airport fund – income and expenses. Lowell asked the Board to think about what information they would like to see and it will be discussed at the next meeting.
- **Airport Advisory Board meeting schedule** – A suggestion was made to meet every other month instead of quarterly. Lowell reminded the Board that special meetings can be called if there is a need instead of waiting for the next regular meeting. Michele Bright suggested that the Board meet on the 3rd Tuesday of every odd month, beginning in July. The Board was in agreement.

- Bryan Butler stated that more people may volunteer to mow around the airport if there was a mower/lawn equipment available. Lowell Ogle stated that he would look into it.

Since items 7, 8 and pertain to Aviators Plus, Brent Nedbalek recused himself. He stated that Jerry Webb would be representing Aviators Plus for the remainder of the meeting. Janet Hess also recused herself for items 7, 8 and 9 due to a potential conflict of interest since S. Flyer is an FBO that sells fuel.

7. Discussion regarding a possible location for a Jet-A fuel tank on the existing lease area at 2901 Aviation Way

Brent Nedbalek stated that Aviators Plus would like to install a Jet-A fuel tank on the existing lease area at 2901 Aviation Way. He presented the location that he would like to install the Jet-A fuel tank. He stated that various options have been looked at that will provide area for an 18-wheeler to pull off the road so as not to impede the entrance road traffic. Brent further stated that for the past few years, he has wanted to put in a new FBO and provide other services for General Aviation and Corporate Aviation. In order to optimize the airport property, multiple locations have been looked at as possible locations for an additional Av-Gas fuel tank and an FBO building at the airport. Mr. Nedbalek stated that this is just a general concept and that Aviators Plus is working with the City of Brenham to make sure that the apron area is maximized to benefit both S. Flyer and Aviators Plus. He stated that his proposal is to have the Jet-A located down near his maintenance shop and have the AvGas and FBO building located near the existing fuel tank and terminal building.

Since items 7, 8 and pertain to Aviators Plus, Brent Nedbalek recused himself. He stated that Jerry Webb would be representing Aviators Plus for the remainder of the meeting. Janet Hess also recused herself for items 7, 8 and 9 due to a potential conflict of interest since S. Flyer is an FBO that sells fuel.

Chairman Hodde stated all required specifications would have to be met including barriers and screening, drainage, etc. Lowell stated that he is working with Aviators Plus on an FBO agreement as well. Approval of this item would allow Brent Nedbalek to install the fuel tanks but he would not be able to sell fuel to others until an FBO agreement is in place.

The Board indicated that they are amenable to the proposed location for Aviators Plus to install a Jet-A tank on the existing land lease at 2901 Aviation Way.

8. Discussion regarding a possible location for an additional Av-Gas fuel tank at the Brenham Municipal Airport

The City proposed a 15' separation from the existing fuel island since one tie down will be affected regardless. Bryan Butler suggested that the separation be maximized without losing another space. Bryan Butler stated that he would think hard about putting the fuel at this location. He feels that ultimately, fuel should not be located on the main ramp. Michele Bright concurred. Hopefully, the Airport Master Plan/Development Plan will provide some direction in the future for items such as this. The Board consensus was that this location is okay as long as the City is okay with it as well.

9. Discussion regarding a possible location for a proposed FBO at the Brenham Municipal Airport

With regards to the proposed location for the FBO building, it was noted that the access road has to remain available for the fuel trucks to be able to service the tanks and pull back out onto the entrance road. The City is still working with Aviators Plus regarding the exact location, parking, traffic-flow and ramp space. Lowell stated that everyone is working together to try and make it work for everyone so as not to negatively impact the current businesses and operations. However, a conceptual location is needed in order to proceed.

Glen Meschewitz stated that, as an outsider, he see possible congestion problems. He said that at other airports a lot of FBO's seem to position themselves so as not be in close vicinity to other FBO's. Michel Bright stated that in her experience, general aviation tend to taxi to the middle of the airport and buy fuel from the FBO located closest to the middle of the airport. Congestion will have to be managed with line service.

It was the consensus of the Board that the proposed location is doable.

11. Adjourn

With no further business to discuss, a motion was made by Bryan Butler and seconded by Michele Bright to adjourn the meeting at 7:21 p.m.

The next Airport Advisory Board meeting will be tentatively scheduled for July 16, 2019.

Jon Hodde
Airport Advisory Board

Jon Hodde
Chairman

July 18, 2019
Meeting Date

Kim Hodde
Attest

Kim Hodde
Staff Secretary

July 18, 2019
Meeting Date



AGENDA ITEM 14

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 9, 2019	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher	
MEETING TYPE: ☐ REGULAR ☐ SPECIAL ☒ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Section 551.071 – Texas Government Code – Consultation with Attorney – Consultation with the City Attorney for the Purpose of Seeking Legal Counsel Regarding <i>In re: National Prescription Opiate Litigation</i> ; MDL No. 2804 (N.D. Ohio)		
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: None		
APPROVALS: Milton Y. Tate, Jr.		



AGENDA ITEM 15

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 9, 2019	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher	
MEETING TYPE: ☐ REGULAR ☐ SPECIAL ☒ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Section 551.071 – Texas Government Code – Consultation with Attorney – Consultation with the City Attorney for the Purpose of Seeking Legal Counsel Regarding Brenham Municipal Court Matters and Associated Issues, Including But Not Limited to the Presiding Municipal Court Judge		
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: None		
APPROVALS: Milton Y. Tate, Jr.		



AGENDA ITEM 16

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 10, 2019	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher	
MEETING TYPE: ☐ REGULAR ☐ SPECIAL ☒ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Section 551.074 – Texas Government Code – Personnel Matters – Discuss and Consider City Manager’s Employment Agreement and Related Issues		
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.		



AGENDA ITEM 17

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 9, 2019	
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher	
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 <i>In re: National Prescription Opiate Litigation</i> ; MDL No. 2804 (N.D. Ohio) and Authorize the Mayor to Execute Any Necessary Documentation		
SUMMARY STATEMENT: As 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: As discussed in Executive Session		
APPROVALS: Milton Y. Tate, Jr.		



AGENDA ITEM 18

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 9, 2019
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher
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 the Presiding Municipal Court Judge, Including But Not Limited to the Evaluation, Duties, Suspension or Removal of the Presiding Municipal Court Judge and Associated Matters	
SUMMARY STATEMENT: As 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: As discussed in Executive Session	
APPROVALS: Milton Y. Tate, Jr.	



AGENDA ITEM 19

DATE OF MEETING: October 17, 2019	DATE SUBMITTED: October 10, 2019
DEPT. OF ORIGIN: Administration	SUBMITTED BY: James Fisher
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 City Manager's Employment Agreement and Related Issues	
SUMMARY STATEMENT: The City Council reviewed the City Manager's contract on September 19 th . The City Council decided to extend the contract beginning January 2020 to January 2021. The proposed Amendment reflects that extension. Also, the City Council approved a 2% pay adjustment in the FT20 annual budget for all city employees. If the Council chooses, the 2% adjustment is also reflected in the proposed Amendment.	
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: As discussed in Executive Session	
APPROVALS: Milton Y. Tate, Jr.	