

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on September 21, 2023 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members Present:

Mayor Atwood C. Kenjura  
Mayor Pro Tem Clint Kolby  
Councilmember Leah Cook  
Councilmember Dr. Paul F. LaRoche, III  
Councilmember Adonna Saunders  
Councilmember Albert Wright

### Members Absent:

Councilmember Shannan Canales

### City of Brenham Staff present:

City Manager Carolyn Miller, City Secretary/Director of Administrative Services Jeana Bellinger, Assistant General Manager of Public Utilities Alton Sommerfield, Human Resources Director Susan Nienstedt, Strategic Budget Officer Tim McRoberts, Jessica Perez, Fire Chief Roger Williams, Steven Loving, Asst. Police Chief Lloyd Powell, Public Works Director Dane Rau, Development Services Director Stephanie Doland, Economic & Community Development Director Teresa Rosales, Shawn Bolenbarr, Kyle Branham, Casey Redman, Curtiss Schoen, Joanne Hynes, Nancy Joiner, Leigh Linden, Robin Hutchens, and Shauna Laauwe

### Citizens/Others Present:

Bob Davis, Joann Clark, Greg Rybarski

### Media Present:

Lucas Banda, Brenham Banner-Press; and Josh Blaschke, KWHI, Jason May

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember AdonnaSaunders**

**3. Proclamations**  
▪ **Fire Prevention Week**

**4. Citizens Comments**

There were no citizen comments.

**CONSENT AGENDA**

**5. Statutory Consent Agenda**

5-a. Approve the Minutes from the August 29, 2023 Regular City Council Meeting

5-b. Approve Ordinance No. O-23-022 on Its Second Reading Amending Appendix A - 'Zoning' of the Code of Ordinances of the City of Brenham for an Amendment to the City of Brenham's Official Zoning Map to Change the Zoning District From a Commercial, Research and Technology Use District (B-2) to a Local Business Residential Mixed Use District (B-1) on Approximately 0.7544 Acres of Land, Currently Addressed as 307 Peabody Street, 309 Peabody Street, and 401 Peabody Street and Being Further Described as Lot 4A of the Kerr Addition, Lot 1, of the Stoltz Addition and the East Part of Lots 2 and 3 of the Kerr Addition in Brenham, Washington County, Texas (Case No. P-23- 027)

5-c. Approve Ordinance No. O-23-023 on Its Second Reading Amending Appendix A - Zoning of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Powerfam Washes, LLC to Allow an Automobile (Car) Wash to Uses Permitted in a Local Business Residential Mixed Use Zoning District (B-1) on Approximately 1.997 Acres of Land Located at 1604 State Highway 105, and Further Described as Lots 10A and 11A of the Replat of Lots 2 Through 31 of College Heights Addition, and the Residue of Lot 48, College Heights Addition out of the Arrabella Harrington Survey in Brenham, Washington County, Texas (Case No. P-23-031)

5-d. Approve the Appointment of Jon Hill to the City of Brenham Main Street Advisory Board with a Term Ending on December 31, 2025

5-e. Approve the Appointment of Becky Bosse and Thomas Upchurch to the City of Brenham's Historic Preservation Board Each for an Unexpired Term Ending on December 31, 2023

5-f. Approve the Ratification of a Purchase from Techline, Inc. in the Amount of \$69,720.00 Related to the Purchase of a 3-Phase Transformer and Authorize the Mayor to Execute Any Necessary Documentation

5-g. Approve Resolution No. R-23-035 Reauthorizing the Investment Policy and Strategy for the City of Brenham

A motion was made by Councilmember Saunders and seconded by Councilmember Cook to approve the Statutory Consent Agenda Items 5.a. through 5.g. as presented.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

## REGULAR SESSION

### 6. Discuss and Possibly Act Upon Ordinance No. O-23-024 on Its Second Reading Adopting the Budget for Fiscal Year Beginning October 1, 2023 and Ending September 30, 2024

Strategic Budget Officer Tim McRoberts presented this item. McRoberts advised that the proposed FY2023-24 budget has been developed in compliance with the Property Tax Code, Local Government Code, and City Charter. The proposed budget includes appropriations of operating resources for 31 separate funds and authorizes \$89.5 million in expenditures. The proposed budget is on the City's website and on file with the City Secretary. McRoberts stated that this is the first reading of the Ordinance to adopt the proposed FY2023-24 budget and that Council must take a record vote on this item.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Saunders to approve Ordinance No. O-23-024 on its second reading adopting the budget for fiscal year beginning October 1, 2023 and ending September 30, 2024.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

7. **Discuss and Possibly Act Upon Ordinance No. O-23-025 on Its Second Reading Levying Property Taxes for the Tax Year 2023 for the City of Brenham at \$0.4584 per \$100.00 Valuation**

Strategic Budget Officer Tim McRoberts presented this item. The proposed FY2023-24 budget includes a tax rate of \$0.4584 per \$100 valuation which has two components: maintenance and operations (M&O) and interest and sinking (I&S). The proposed tax rate of \$0.4584 will allocate \$0.3102 to the General Fund for maintenance and operations, and the balance of \$0.1482 to the Debt Service Fund for interest and sinking. McRoberts advised that the City has complied with all the notices and publications as required by the Tax Code.

A motion was made by Councilmember LaRoche and seconded by Councilmember Cook that the property tax rate be increased by the adoption of a tax rate of \$0.4584, which is effectively a 3.13% increase in the tax rate.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

8. **Discuss and Possibly Act Upon an Ordinance on Its First Reading for the Creation of Reinvestment Zone No. 52 Requested by 209 S. Market Street, LLC. for Commercial Tax Phase-In Incentive on That Certain 2,646 Square Feet of Land, Generally Located at 209 S. Market Street, Brenham, Texas, Being More Fully Described in Exhibit 'A' of the Ordinance Creating Reinvestment Zone No. 52, and Designating This Property as Qualifying for Tax Phase-In**

A motion was made by Councilmember Saunders and seconded by Mayor Pro Tem Kolby to remove this item from the table.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

Economic & Community Development Director Teresa Rosales presented this item. Rosales advised that 209 S. Market, LLC is being modernized to become an entertainment and meeting venue and bar in downtown Brenham. When purchased, the building was in need of maintenance including masonry work, window/door sealing, repairing fire suppression system and repairing patio, wood flooring and interior walls. Rosales advised the lessee will be the Southern Folly and expects to have 10 employees. Rosales also advised that the total capital investment is estimated at \$185,000.

A motion was made by Councilmember Saunders and seconded by Mayor Pro Tem Kolby to approve an Ordinance on its first reading for the creation of Reinvestment Zone No. 52 requested by 209 S. Market Street, LLC. for Commercial Tax Phase-In Incentive on that certain 2,646 square feet of land, generally located at 209 S. Market Street, Brenham, Texas, being more fully described in Exhibit 'A' of the Ordinance creating Reinvestment Zone No. 52, and designating this property as qualifying for Tax Phase-In.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

9. **Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A - Zoning of the Code of Ordinances of the City of Brenham, in Washington County, Texas (Case No. P-23- 026) to Include:**
- a. **Revision of the Definition of 'Food Truck Site' Found in Part 1, Section 5, Section 5.02;**
  - b. **Revision of the Specific Use Provisions for the R-1 (Single Family Residential) and the Permitted and Specific Use Provisions of the R-2 (Mixed Residential) Zoning Districts Found in Part 2, Division 2, Sections 1 and 2 Respectively;**
  - c. **Deletions to Part 2, Division 1, Section 11 - Performance Standards; and**
  - d. **Deletions to Part IV, Division 2, Section 2 Pertaining to Conditions on Variances**

A motion was made by Councilmember LaRoche and seconded by Mayor Pro Tem Kolby to remove this item from the table.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

Development Services Director Stephanie Doland presented this item. Doland advised that this item is a reconsideration of text amendments to the Zoning Ordinance that were first heard with a Public Hearing on August 3, 2023. Doland stated that after the Public Hearing, Council chose to table the item for further review and consideration.

Doland provided the following information on each proposed amendments to the Ordinance:

**9(c) – Deletions to Part 2, Division 1, Section 11 – Performance Standards**

Doland explained that due to the adoption of a noise ordinance on August 3, 2023 this amendment will remove any inconsistencies and redirect citizens to the new noise ordinance found in Chapter 17 of the Code of Ordinances.

**9(d) – Deletion of Part IV, Division 2, Section 2 pertaining to conditions on variances**

Doland explained that this removes the ability to place conditions on variances heard by the Board of Adjustments; variance conditions are no longer allowed by State law.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to approve an Ordinance on its first reading amending Appendix A - Zoning of the Code of Ordinances of the City of Brenham, in Washington County, Texas (Case No. P-23-026) specifically to include deletions to Part 2, Division 1, Section 11 – Performance Standards and Part IV, Division 2, Section 2.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

**9(a) – Part 1, Section 5, Section 5.02 - Definitions**

Doland explained that this revision would amend the current definition of “Food Truck Site” to clarify where they can operate as an accessory use and where “Mobile Kitchens” can be stored.

A motion was made by Councilmember Saunders and seconded by Councilmember Cook to approve an Ordinance on its first reading amending Appendix A - Zoning of the Code of Ordinances of the City of Brenham, in Washington County, Texas (Case No. P-23-026) with the exclusion of the change in Part 1, Section 5, Section 5.02 – Definitions, Food Truck Site from the ordinance.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

**9(b) – Part 2, Division 2, Section 2 – R-2 (Mixed Residential), Section 2.02 – Permitted Uses and Section 2.03 – Specific Uses**

Doland explained that this revision would amend the R-2 (Mixed Residential) Zoning District by adding Accessory Dwelling Units (ADUs) and Twin Homes as a permitted use and remove ADU’s as a specific use.

**9(b) – Part 2, Division 2, Section 2 – R-2 (Mixed Residential), Section 2.05 – Area Regulations**

Doland explained that this revision would amend the R-2 (Mixed Residential) Zoning District by: (1) reducing side street setbacks from twenty feet to fifteen feet; (2) adding a utility access provision for townhomes; (3) adding regulations for Dwellings and Two-Family Duplexes; (4) adding regulations for Twin Homes; and (5) deleting duplex language from Multifamily Unit Area Regulations and increasing front yard setbacks to 25-feet.

**9(b) – Part 2, Division 2, Section 1 – R-1 (Single Family Residential), Section 1.03 – Specific Uses**

Doland explained that this revision would add two additional Specific Uses to the R-1 (Single Family Residential) Zoning District: (1) Dwelling, two family (duplex); and (2) Twin Homes.

Citizen Greg Rybarski addressed the City Council. Rybarski expressed his concerns that changing the R1 zoning district could mean that apartment complexes or twin homes could be built in neighborhoods thus affecting property values.

A motion was made by Councilmember Cook and seconded by Mayor Pro Tem Kolby to approve an Ordinance on its first reading amending Appendix A - Zoning of the Code of Ordinances of the City of Brenham, in Washington County, Texas (Case No. P-23-026) amending R1 (Single Family Residential) and R2 (Mixed Residential) Zoning Districts with an additional requirement that minimum lot size be 7,500 square feet .

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

|                                        |               |
|----------------------------------------|---------------|
| <b>Mayor Atwood C. Kenjura</b>         | <b>No</b>     |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

**10. Discuss and Possibly Act Upon an Ordinance on Its First Reading Amending the Rate Tariff Schedule for the City of Brenham's Water Rates**

Public Utility Project Manager Shawn Bolenbarr presented this item. Bolenbarr advised that currently the City is at 85 percent of its treated water capacity which, per TCEQ regulations, requires a plan for expanding treated water capacity.

Bolenbarr explained that during the summer the City partnered with Strand Associates to complete the Study Phase of the Water Treatment Expansion Plan and that currently they are in the design phase for the Water Treatment Plant Rehab and Expansion Project along with the design of the Ground Water Supply Phase 1 Project. The completion of both projects is anticipated to be fully constructed and in service by 2026.

Bolenbarr explained that approximately \$40 million in debt will be issued over the next three years for funding the Water Treatment Plant Expansion, Groundwater Wells, and Water Main Replacements. Bolenbarr stated that some of the costs will be funded by impact fees and growth from new connections; however, a series of water rate increases are still necessary to generate revenues sufficient for covering the higher debt payments.

Bolenbarr stated that this Ordinance puts in place a five percent increase in water rates on all customer classes effective October 12, 2023. Any subsequent water rate increases will be based on a cost-of-service study, growth in new water connections and impact fees collected on new development.

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to approve an Ordinance on its first reading amending the Rate Tariff Schedule for the City of Brenham's Water Rates.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

**11. Discuss and Possibly Act Upon Amendment No. 1 to the American Rescue Plan Act (ARPA) Agreement for Engineering Services and Authorize the Mayor to Execute Any Necessary Documentation**

Public Utilities Project Manager Shawn Bolenbarr presented this item. Bolenbarr advised that during the month of July 2022 the City completed a Request for Qualification (RFQ) seeking qualified engineering, architectural, and/or surveying firms to prepare preliminary and final design plans and specifications for various water and wastewater projects eligible for funding under the American Rescue Plan Act (ARPA). Strand Associates was selected as the most qualified firm and in August 2022 the City Council awarded the project to them and approved a Professional Services Agreement for the work in October 2022.

Bolenbarr advised that one of the projects was to establish a Lead and Copper Management Program; however, during the design phase of the project, it was discovered that Texas Commission on Environmental Quality (TCEQ) had requested further guidance from the U. S. Environmental Protection Agency (EPA) on how the data for the project should be collected.

Bolenbarr stated that due to the actions of TCEQ, City staff feels that the appropriate action is to amend the Professional Services Agreement to remove the Lead and Copper Management Project. Bolenbarr explained that once guidance is received from the EPA staff will proceed with in-house crews collecting the necessary data based on the guidelines set by the EPA.

A motion was made by Councilmember Cook and seconded by Councilmember Saunders to approve Amendment No. 1 to the American Rescue Plan Act (ARPA) Agreement for Engineering Services reducing the total value of the agreement from \$177,000.00 to \$159,500.00 and authorize the Mayor to execute any necessary documentation

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |
| Councilmember Albert Wright            | Yes           |

**12. Discuss and Possibly Act Upon Amendment No. 1 to the Professional Services Agreement Between the City of Brenham and Strand Associates, Inc. Related to the 2022 Sanitary Sewer Improvements and Authorize the Mayor to Execute Any Necessary Documentation**

Public Utilities Project Manager Shawn Bolenbarr presented this item. Bolenbarr explained that in December 2021, the City entered into an Professional Services Agreement with Strand Associates for engineering services related to the 2022 Sanitary Sewer System Improvements to the Stone Hollow lift station, Industrial Boulevard lift station, Stone Hollow force main, and the Ralston Creek gravity sewer crossing.

Bolenbarr advised that this amendment to the Professional Services Agreement will remove wording related to construction and only reference design work for the Industrial Boulevard lift station. This Amendment will also remove the construction-related services fee for the Industrial Boulevard lift station project. Bolenbarr explained that the total value would reduce the contract amount from \$379,000.00 to \$355,600.00.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Wright to approve Amendment No. 1 to the Professional Services Agreement with Strand Associates Inc. for Engineering Services related to the 2022 Sanitary Sewer System Improvements, reducing the contract amount from \$379,000.00 to \$355,600.00, and authorize the Mayor to execute any necessary documentation.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |

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

Deputy General Manager of Public Utilities Alton Sommerfield presented this item. Sommerfield advised that staff retained NewGen Strategies Solution, to review our current rate structure as it applies to current and future Electric Vehicle (EV) charging stations in the City's service area. Sommerfield advised that the new tariff would establish a separate rate class for EV charging stations and allow staff to monitor the unique load factor of EV charging stations.

Sommerfield also advised that Item 2 in the EV Schedule, Sheet No. 435 needs to be amended to clarify ownership status. Sommerfield asked that Council approve the Ordinance with the following amendment to Item 2 *"If ownership or operation of the facility changes, the charge shall remain in the preexisting rate category, subject to the terms of design peak demand."*

A motion was made by Councilmember Cook and seconded by Councilmember Wright to approve an Ordinance on its first reading amending the rate tariff schedule for the City of Brenham's Electric Rates with the change to Item 2 in the EV Schedule (Sheet No. 435) as presented.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |

**14. Discuss and Possibly Act Upon Resolution No. R-23-036 Appointing Robin Hutchens as Deputy City Secretary**

City Secretary/Director of Administrative Services Jeana Bellinger presented this item. Bellinger stated that Robin joined the City Secretary's Office on August 28, 2023 as Deputy City Secretary; however, in accordance with City policy, the City Council must formally appoint her.

Bellinger stated that Robin joined the City in 2017 as a part time Assistant in Human Resources. She was promoted to Animal Services Specialist in 2018 and was promoted again in 2020 to Purchasing Specialist. Robin's work ethic, attention to detail, and positive attitude will make her a great asset to the City Secretary's Office.

A motion was made by Councilmember Saunders and seconded by Mayor Pro Tem Kolby to approve Resolution No. R-23-036 appointing Robin Hutchens as Deputy City Secretary.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |

**15. Discuss and Possibly Act Upon RFP No. 23-006 Related to the Hohlt Park Synthetic Turf Improvement Project and Authorize the Mayor to Execute Any Necessary Documentation**

Director of Public Works Dane Rau presented this item. Rau advised that on August 29, 2023 the City along with CEI Engineering opened Request for Proposals for converting four softball infields to turf at Hohlt Park. This item was targeted in the 2022-23 BCDC budget and planned for several years now. Rau advised that with the many softball tournaments that Brenham hosts and the high usage it is important to convert these infields to turf. It also helps Brenham compete for tournaments by offering a solid guarantee that rainouts will be almost eliminated, and games can be played. This is huge for economic factors and consistency of booking fields.

Rau advised that a total of eight RFP's were received and only four of them met the specifications. Rau advised a committee consisting of Stephanie Doland, Kyle Branham, Casey Redman, Dane Rau, and Dusty Robinson (Parks Board Member) scored the RFP's based on: (1) Price-40 pts; (2) Reputation with Other Projects-20 pts; (3) Ability to meet Timeline-20 pts.; (4) Extent to which Goods and Services Meet Owner's Needs- 20 pts.

Rau advised that results came back with TGS being the top company, scoring 460 pts. Staff has checked references and all have come back positive. Rau stated that staff would like to award the RFP to TGS Sports with the total project costs for all 4 infields, drainage work, and 4 bullpens being \$1,096,470.00. Rau explained that this project will be paid strictly from BCDC sales tax revenues generated in 2022-23.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to award RFP No. 23-006 related to the Hohlt Park Synthetic Turf Improvement Project to TGS Sports in the amount of \$1,096,470.00 and authorize the Mayor to execute any necessary documentation.

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

|                                        |               |
|----------------------------------------|---------------|
| Mayor Atwood C. Kenjura                | Yes           |
| Mayor Pro Tem Clint Kolby              | Yes           |
| <b>Councilmember Shannan Canales</b>   | <b>Absent</b> |
| Councilmember Leah Cook                | Yes           |
| Councilmember Dr. Paul F. LaRoche, III | Yes           |
| Councilmember Adonna Saunders          | Yes           |

## 16. Administrative/Elected Officials Report

City Manager Carolyn Miller presented the following:

- The end of the fiscal year is next week and inventory at Central Warehouse will be done on Friday, September 29<sup>th</sup>.
- Joint meeting with the County and BISD is schedule for Noon on October 2<sup>nd</sup>.
- October 3-6 is the TML Conference in Dallas.
- October Council meeting dates are the 12<sup>th</sup> and 19<sup>th</sup>. Council agreed to cancel the October 12<sup>th</sup> meeting.

Mayor Kenjura announced that an Executive Session was not needed.

## EXECUTIVE SESSION

17. Section 551.071 Texas Government Code – Consultation with Attorney – Consultation with City Attorney Regarding Aviators Plus, LLC v. City of Brenham, Texas; Cause No. 37896; 21<sup>st</sup> Judicial District Court, Washington County, Texas

The meeting was adjourned.

*Atwood C. Kenjura*  
*Mayor*



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