



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, JUNE 17, 2021 AT 01:00 PM
SECOND FLOOR CITY HALL
COUNCIL CHAMBERS
200 W. VULCAN STREET
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags - Councilmember Leah Cook**
- 3. Citizens Comments**

CONSENT AGENDA

4. 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.

- 4-a. Approve the Minutes from the May 20, 2021 Regular City Council Meeting and the May 25, 2021 Special City Council Meeting**
- 4-b. Approve a Noise Variance in Connection with a Birthday Celebration to be Held at 800 Pleasantview Avenue from 12:00 p.m. to 11:00 p.m. on Saturday, June 19, 2021 and Authorize the Mayor to Execute Any Necessary Documentation**
- 4-c. Approve a Noise Variance in Connection with a Pop-up Play Day to be Held at Fireman's Park from 10:00 a.m. to 12:00 p.m. on Saturday, June 26, 2021 and Authorize the Mayor to Execute Any Necessary Documentation**

REGULAR SESSION

5. **Discuss and Possibly Act Upon Resolution No. R-21-017 Approving an Interfund Loan Between the City of Brenham Sanitation Fund and the City of Brenham Water Fund to Repay an Advancing Line of Credit with Bank of Brenham for the Raw Water Intake Structure Repair Project and Authorize the Mayor to Execute Any Necessary Documentation**
6. **Discuss and Possibly Act Upon the Appointment of a Council Member to Serve on the Brenham Community Projects Fund, Inc. Board of Directors and Authorize the Mayor to Execute Any Necessary Documentation**
7. **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 salutory recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

Adjourn

Executive Sessions: The City Council for the City of Brenham reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 - Consultation with Attorney, §551.072 - Real Property, §551.073 - Prospective Gifts, §551.074 - Personnel Matters, §551.076 - Security Devices, §551.086 - Utility Competitive Matters, and §551.087 - Economic Development Negotiation

CERTIFICATION

I certify that a copy of the June 17, 2021 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 St., Brenham, TX on Monday, June 14 2021 at 10:15 a.m.

Jeana Bellinger, TRMC, CMC

City Secretary

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested 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 _____, 2021 at _____ AM PM.

Signature

Title

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on May 20, 2021 beginning at 3:30 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 Clint Kolby
Councilmember Shannan Canales
Councilmember Atwood Kenjura
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

Councilmember Leah Cook

Others present:

City Manager James Fisher, Assistant City Manager – Public Services/Utilities Donald Reese, City Attorney Cary Bovey, Director of Administrative Services – City Secretary Jeana Bellinger, Deputy City Secretary Karen Stack, Interim Fire Chief Rhea Cooper, Public Works Director Dane Rau, Director of Public Utilities Alton Sommerfield, Development Services Director Stephanie Doland, Human Resources Director Susan Nienstedt, Kathrine Briscoe, Lloyd Powell, Kelvin Raven, Steven Eilert, Curtis Schoen, Jason Derrick, Kevin Boggus, Casey Redman, Tammy Jaster, Crystal Locke.

Citizens present:

Samantha Greig, Doug Greig, Shannon Greig, Armando Guerra, Levi Norton, Cara Norton, Lillian Norton, Anna Saenz, Janie Mehrens, Lu Hollander, Ben Seeker and Steve Suders.

Media Present:

Alyssa Faykus, Brenham Banner Press; and Josh Blaschke, KWHI

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

3. **Proclamations**
 - **75th Anniversary of James F. Dillon VFW Post No. 7104**
4. **Special Recognitions**
 - **Aquatics Professional of the Month - Tammy Jaster**
 - **Police Department Promotion - Andrea Guerra, Corporal**
 - **Police Department Promotion - Alex Saenz, Corporal**
 - **Police Department Promotion - Zackary Greig, Corporal**

5. **Citizens Comments**

Citizen Steve Studers addressed the City Council about his property taxes. Mr. Studers advised the Council that his property taxes for his residence at 801 W. Main Street in Brenham has increased \$700 a year for the past three years. He expressed his concerns about being able to continue to live in Brenham due to the high property taxes.

CONSENT AGENDA

6. **Statutory Consent Agenda**
 - 6-a. **Approve the Minutes from the May 4, 2021 Special City Council Meeting**
 - 6-b. **Approve Ordinance No. O-21-011 on Its Second Reading Amending the FY2020-21 Adopted Budget**
 - 6-c. **Approve a Noise Variance for Brenham Junior High School for an 8th Grade Dance to be Held on May 21, 2021 from 5:00 p.m. - 7:00 p.m. in the Junior High School Parking Lot, and Authorize the Mayor to Execute Any Necessary Documentation**
 - 6-d. **Approve an Electrical Distribution Construction Agreement Between the City of Brenham and Techline Construction, LLC in the Amount of \$71,250.00 for Pole Changeouts and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Wright and seconded by Mayor Pro Tem Kolby to approve the Statutory Consent Agenda Item 6-a. through 6-d. as presented.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Absent
Councilmember Atwood Kenjura	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

REGULAR SESSION

7. **Discuss and Possibly Act Upon a Donation from The Fortnightly Club in the Amount of \$20,000.00 for the Nancy Carol Roberts Memorial Library and Authorize the Mayor to Execute Any Necessary Documentation**

Librarian Andria Heiges presented this item to Council. Heiges explained that the Fortnightly Club of Brenham is presenting the Nancy Carol Roberts Memorial Library a donation in the amount of \$20,000. Heiges explained that this money was raised through fund raising efforts that included book sales and donations from the community. Heiges thanked the Club for their hard work every year to support the library in spite of limitations due to the COVID-19 pandemic.

A motion was made by Councilmember Kenjura and seconded by Councilmember Saunders to accept a donation from The Fortnightly Club in the amount of \$20,000.00 for the Nancy Carol Roberts Memorial Library 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 Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Absent
Councilmember Atwood Kenjura	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

8. **Discuss and Possibly Act Upon Resolution No. R-21-013 Authorizing the Acceptance of Infrastructure Improvements in the Liberty Village Subdivision, Phase I**

Director of Development Services Stephanie Doland presented this item to Council. Doland explained that the subject property is an approximate 76.9-acre tract of vacant land generally located adjacent to Blue Bell Road, Burleson Street and State Highway 36 North. The property was purchased by Continental Homes of Texas, LP and more commonly known as DR Horton, in early 2020 and rezoned to Planned Development District by Council on February 20th, 2020.

Doland explained that the developer has completed infrastructure improvements (water, sanitary sewer, streets, sidewalks, and storm drainage) related to the first phase of the Liberty Village Subdivision which consists of 122 lots for single-family home construction, a neighborhood park, sidewalks on both sides of the street, walking trails, community landscaping and a detention pond. Doland stated that the infrastructure related to the detention pond, entrance landscaping and signage, and neighborhood park will be maintained by the Liberty Village Subdivision Homeowners Association.

Doland advised Council that the public infrastructure improvements have been constructed and inspected according to the City's ordinances and regulations and are ready for acceptance.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Saunders to approve Resolution No. R-21-013 authorizing the acceptance of infrastructure improvements in the Liberty Village Subdivision, Phase I.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Absent
Councilmember Atwood Kenjura	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

9. Discuss and Possibly Act Upon Resolution No. R-21-014 Authorizing the Acceptance of Infrastructure Improvements in the Overlook Estates Subdivision, Phase 4

Director of Development Services Stephanie Doland presented this item to Council. Doland explained that the subject property is an approximate 11.30-acre tract of land east of Old Masonic Road and north of Ava Drive. The property was subdivided in May 2020 into eleven (11) lots for the development of single-family homes.

Doland explained that since subdividing the property the developer, DSW Homes, LLC has completed infrastructure improvements (water, sanitary sewer, streets, sidewalks, and storm drainage) for the 11-lot single-street development. Additionally, the developer has completed the construction of ten (10) homes along the south side of Gavin Drive. Doland stated that sidewalks are included along the Gavin Drive cul-de-sac and a retention pond was constructed and will be maintained in perpetuity by the Overlook Estates Phase 4 Homeowners Association.

Doland advised Council that the public infrastructure improvements have been constructed and inspected according to the City's ordinances and regulations and are now ready for acceptance by the City of Brenham.

A motion was made by Councilmember Saunders and seconded by Mayor Pro Tem Kolby to approve Resolution No. R-21-014 authorizing the acceptance of infrastructure improvements in the Overlook Estates Subdivision, Phase 4.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Absent
Councilmember Atwood Kenjura	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

10. Discuss and Possibly Act Upon Resolution No. R-21-015 Amending Resolution No. R-09-022 Establishing the Commencement Time for Regular City Council Meetings

City Manager James Fisher presented this item. Fisher explained that at the last meeting, the City Council decided to change the time of the council meeting from 1:00 p.m. to 3:30 p.m.; however, a couple of Councilmembers have reached out to him to request that this topic be discussed again.

After much discussion by the City Council, it was decided to return to 1:00 p.m. meeting times for regular council meetings. City Attorney Cary Bovey explained that if the Council wanted to return to 1:00 p.m. meeting times, this Resolution was not needed.

After further discussion, there was no action taken on this item.

11. Discuss and Possibly Act Upon an Engagement Agreement Between the City of Brenham and Bickerstaff Heath Delgado Acosta, LLP Related to Redistricting Services for the City of Brenham and Authorize the Mayor to Execute Any Necessary Documentation

City Secretary Jeana Bellinger presented this item. Bellinger explained that the U.S. Census establishes the City's official population once every ten years and under the one person, one vote requirement of the U. S. Constitution, there cannot be more than a 10% deviation in population between the least populated ward and the most populated ward. Bellinger advised that as the City's population grows, it may trigger a requirement to adjust the boundary lines of our four council wards – which is a process is called redistricting.

Bellinger explained that the process of redistricting is a very complex and lengthy process that starts with the receipt of census data from the Federal government, compiling that data into ward-specific analysis based on total population, voting age population, and racial or language minority groups, calculating the deviation between wards (-10%), and then adjusting the ward boundaries as needed.

The City's last redistricting effort was done in 2010 by Bickerstaff Heath Delgado Acosta, LLP (Bickerstaff). Bickerstaff also did the City's 2000 redistricting; therefore, it is staff's recommendation that the City contract with Bickerstaff again for the 2022 redistricting effort.

A motion was made by Councilmember Canales and seconded by Councilmember Saunders to approve an Engagement Agreement between the City of Brenham and Bickerstaff Heath Delgado Acosta, LLP related to redistricting services for the City of Brenham 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 Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Absent
Councilmember Atwood Kenjura	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

12. Discuss and Possibly Act Upon a Request for a Noise Variance from RSR Entertainment for a Juneteenth Block Party to be Held on June 19, 2021 at Mundy's Hideout Located at 1609 East Alamo Street, Brenham, Texas and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that the City received a request from RSR Entertainment for a Juneteenth Block Party to be held at Mundy's Hideout located at 1609 East Alamo Street on Saturday, June 19th from 5:00 p.m. to 11:00 p.m. The event will include food booths and a vintage car show. There will also be two live bands performing which is why a noise variance is required. They are estimating there will be 200-300 people in attendance.

Fisher advised Council that staff is not recommending approval of the variance, due to the close proximity of residential homes to the venue and that staff has reached out to the event organizer to see if the City can assist them in finding another location that is not in such a high residential area and that would be more conducive to the type of event they are planning (i.e. size of the venue, adequate parking, etc...).

The owner of Mundy's Hideout, Larry Johnson, addressed City Council. Mr. Johnson expressed his frustration with the application being denied and that RSR Entertainment has moved the celebration to the County Event Center. Mr. Johnson explained that his business lost a lot of money due to the city denying this event and requesting that it be moved to another location.

Mayor Pro Tem Kolby questioned if a noise variance was still needed since the event was moved to the Fairgrounds. Fisher advised staff would contact the event coordinator to see if a variance or other type of permit is needed.

A motion was made by Councilmember Wright and seconded by Councilmember Saunders to table this item in case it is determined later that another noise variance and/or permit is needed.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Clint Kolby	Yes
Councilmember Shannan Canales	Yes
Councilmember Leah Cook	Absent
Councilmember Atwood Kenjura	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

13. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- Facility tour for new Councilmember will be on Monday, May 24th.
- Traffic trailers have been placed on Pecan Street due to several complaints about the traffic on this street. The Police Department has also increased their patrol of the area.

A citizen requested that City Council consider authorizing a stop sign on Marie Street and questioned if redistricting would change Council representation that was just decided at the recent General Election in May.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary

Brenham City Council Minutes

A special budget workshop meeting of the Brenham City Council was held on Tuesday, May 25, 2021 beginning at 10:00 a.m. in the Brenham Fire Department, Emergency Operations Center, at 101 N. Chappell Hill Street, Brenham, Texas.

Members present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Clint Kolby
Councilmember Shannan Canales
Councilmember Leah Cook
Councilmember Atwood Kenjura
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

None

Others present:

City Manager James Fisher, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager – Public Services/Utilities Donald Reese, Director of Administrative Services – City Secretary Jeana Bellinger, Interim Fire Chief Rhea Cooper, Public Works Director Dane Rau, Director of Public Utilities Alton Sommerfield, Development Services Director Stephanie Doland, Director of Economic Development Susan Cates, Human Resources Director Susan Nienstedt, Budget Manager Debbie Gaffey, Captain Dant Lange, Cynthia Longhofer, Jennifer Hill.

Citizens present:

None.

Media Present:

Alyssa Faykus, Brenham Banner Press; and Josh Blaschke, KWHI

1. Call Meeting to Order

2. FY 2021-22 Budget Overview and Capital Debt Plan

City Manager James Fisher welcomed the Council and presented the following FY2021-22 budget overview and capital debt plan:

- Capital Improvement Plan (CIP)
 - PAYGO Method
 - Debt Method
- Types of Debt
- Local Property Tax Rates
- City Property Tax Rates
- Standard & Poor's (S&P) Rating
- Outstanding Debt Pre FY22 (CIP)
- Debt Per Capita Pre FY22 (CIP)
- Tax Supported Debt, CIP Debt Strategy - Plan A
- Debt Policy
- Tax Supported Debt – CIP Plan
 - FY22
 - FY23
 - FY24
 - FY25
 - FY26
 - FY27
- Revenue Supported Debt – CIP Debt Strategy
- Revenue Support Debt – CIP Plan
 - FY22
 - FY23
 - Water Plan Expansion
 - FY24
 - FY25
 - FY26
 - FY27
- Outstanding Debt Post FY22 (CIP)
- Debt Per Capita – Post FY22 (CIP)
- Tax Supported Debt – Plan B
- Tax Supported Debt – Plan C

After further discussion, the Council advised staff that it was their desire to go with Debt Strategy Plan A: maintain infrastructure we have, utilize property valuation growth and maturing debt to stay within the current I&S tax rate of \$0.1840 per \$100 valuation, and adhere to the City's debt policy.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary



Regular City Council
AGENDA ITEM 4-B.

Agenda Item: Approve a Noise Variance in Connection with a Birthday Celebration to be Held at 800 Pleasantview Avenue from 12:00 p.m. to 11:00 p.m. on Saturday, June 19, 2021 and Authorize the Mayor to Execute Any Necessary Documentation

Meeting Type: Regular Meeting-June 17, 2021

Department: Administration

Staff Contact: Karen Stack

Classification: Consent

SUMMARY STATEMENT:

Margaret Moore is planning a birthday party at her home on Saturday, June 19th from 12 p.m. to 11 p.m. This will take place in her front yard and will have barbeque and a live DJ. Due to the use of amplified sound equipment, a noise variance is required.

Ms. Moore has received noise variances for similar parties in the past. Most of her neighbors attend and there have never been any complaints about the noise.

ATTACHMENTS:

(1) Noise Variance Request

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

Approve a Noise Variance in connection with a birthday celebration to be held at 800 Pleasantview Avenue from 12:00 p.m. to 11:00 p.m. on Saturday, June 19, 2021 and authorize the Mayor to execute any necessary documentation.

NOISE VARIANCE REQUEST

Application Fee \$10.00

1. Name of sponsoring organization: Margaret Moore
2. Name and address of individual making application on behalf of sponsoring organization: _____

3. Purpose of the Event: Birthday Party
4. Location of Event: 800 Pleasanton
5. Date of the event: 19 June
6. Time of Event: 12p - 11p
7. Event Set-up: From: _____ To: _____
Event Clean-up: From: _____ To: _____
8. You are required to describe the following:
 - a) Types of Activities Planned and any additional information specific to this event: _____
Front Yard Barbecue
 - b) Bands/Musical Instruments: DJ
 - c) Sound amplification equipment: _____
 - d) Cleanup provisions: _____

MARGARET MOORE

Name of Applicant (Printed or Typed)

Date: 6-2-21

Phone: 979-347-7769

Margaret Moore
Applicant or Authorized Person's Signature

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



Regular City Council
AGENDA ITEM 4-C.

Agenda Item: Approve a Noise Variance in Connection with a Pop-up Play Day to be Held at Fireman's Park from 10:00 a.m. to 12:00 p.m. on Saturday, June 26, 2021 and Authorize the Mayor to Execute Any Necessary Documentation

Meeting Type: Regular Meeting-June 17, 2021

Department: Administration

Staff Contact: Karen Stack

Classification: Consent

SUMMARY STATEMENT:

The City of Brenham Parks & Recreation Department, in conjunction with the Boys & Girls Club of Washington County, is hosting a Pop-up Play Day in Fireman's Park on Saturday, June 26, 2021 from 10:00 a.m. to 12:00 p.m. Activities will include lawn games, kickball, bike safety lessons, open play, and music. The music will be played over a portable PA system; therefore, a noise variance is required for this event. Staff are notifying residents who live within 200 feet of the park of the request.

ATTACHMENTS:

- (1) Noise Variance Request
- (2) Flyer

RELEVANCE TO COMPREHENSIVE PLAN:

RECOMMENDED ACTION:

Approve a Noise Variance in connection with a Pop-up Play Day to be held at Fireman's Park from 10:00 a.m. to 12:00 p.m. on Saturday, June 26, 2021 and authorize the Mayor to execute any necessary documentation.

NOISE VARIANCE REQUEST

Application Fee \$10.00

1. Name of sponsoring organization:
City of Brenham and Boys & Girls Club of Washington County
2. Name and address of individual making application on behalf of sponsoring organization: _____
Crystal Locke - 200 W. Vulcan Street Brenham, Texas 77833
Angelica Gamboa - 1710 E. Tom Green Street Brenham, Texas 77833
3. Purpose of the Event: Pop-up Play Day - bringing free outdoor play for all ages
4. Location of Event: Fireman's Park - 901 N. Park Street
5. Date of the event: Saturday, June 26, 2021
6. Time of Event: 10:00 am-12:00 pm
7. Event Set-up: From: 8:30 am To: 10:00 am
Event Clean-up: From: 12:00 pm To: 1:00 pm
8. You are required to describe the following:
 - a) Types of Activities Planned and any additional information specific to this event: _____
Lawn games, learn about snakes, kickball, bike safety, open play area with jump ropes, hula hoops, balls, etc., and music
 - b) Bands/Musical Instruments: No band
 - c) Sound amplification equipment:
Portable PA system
 - d) Cleanup provisions: _____

Crystal Locke
Name of Applicant (Printed or Typed)
C. Locke
Applicant or Authorized Person's Signature

Date: 06/3/2021
Phone: 979-337-7254

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



POP-UP PLAY DAY

MEET US AT THE PARK

June 26 | 10am-12pm
Fireman's Park
901 N. Park Street

Lawn Games, Kickball,
Learn about Snakes,
Bike Safety, and More

cityofbrenham.org/popup

designed by  freepik.com





Regular City Council
AGENDA ITEM 5.

Agenda Item: Discuss and Possibly Act Upon Resolution No. R-21-017 Approving an Interfund Loan Between the City of Brenham Sanitation Fund and the City of Brenham Water Fund to Repay an Advancing Line of Credit with Bank of Brenham for the Raw Water Intake Structure Repair Project and Authorize the Mayor to Execute Any Necessary Documentation

Meeting Type: Regular Meeting-June 17, 2021

Department: Finance

Staff Contact: Carolyn Miller

Classification: Regular

SUMMARY STATEMENT:

In July of 2020, the Council approved a \$5 million commercial promissory note with the Bank of Brenham for an Advancing Line of Credit (LOC) at an interest rate of 2.6% for one year. This LOC was established to provide interim financing for the Raw Water Intake Structure Repair Project at Lake Somerville. We were anticipating receiving reimbursement from FEMA to repay the LOC which is maturing on July 1, 2021. Since we are still awaiting response from FEMA, we are seeking approval to repay the LOC with available excess cash reserves.

The current balance of the LOC is \$1,351,075.76 (plus accrued interest). We are seeking Council approval for an interfund loan between the Sanitation Fund and the Water Fund for \$1 million. This interfund borrowing would be repaid over 10 years with an annual interest rate of 2.0 %. The remaining \$351,075.76 (plus accrued interest) will be paid from Water Fund cash reserves. At the end of April, the Sanitation Fund had excess working capital of \$1.8 million which has not been designated for other purposes. This interfund loan will allow us to replace short-term borrowing with longer term borrowing at a reduced interest rate.

Similar action has been taken by Council in 2010 and 2016 for industrial business park development and expansion. In April of 2010, the Electric Fund loaned Brenham Community Development Corporation (BCDC) \$1 million to acquire approximately 112 acres for the Southwest Industrial Park Phase III expansion. In October of 2016, the Electric Fund loaned BCDC \$500,000 for the purchase of 44 .9 acres of land for the Southwest Industrial Park Phase IV expansion.

Once we receive FEMA reimbursement for this project, the Water Fund will repay the interfund borrowing from the Sanitation Fund.

ATTACHMENTS:

- (1) Resolution No. R-21-017
- (2) Exhibit A

RELEVANCE TO COMPREHENSIVE PLAN:

Plan 2040 implementation is made possible by the City's adherence to the annual budget with identifies how essential capital projects and annual priorities will be funded and maintained.

RECOMMENDED ACTION:

Approve Resolution No. R-21-017 approving an Interfund Loan between the City of Brenham Sanitation Fund and the City of Brenham Water Fund to repay an Advancing Line of Credit with Bank of Brenham for the raw water intake structure repair project and authorize the Mayor to execute any necessary documentation.

RESOLUTION NO. R-21-017

A RESOLUTION APPROVING AN INTERFUND LOAN FROM THE SANITATION FUND TO THE WATER FUND TO REPAY THE ADVANCING LINE OF CREDIT WITH THE BANK OF BRENHAM FOR THE LAKE SOMERVILLE RAW WATER INTAKE STRUCTURE REPAIR PROJECT

WHEREAS, in July 2020, the City Council of the City of Brenham approved a \$5,000,000.00 promissory note with the Bank of Brenham for an Advancing Line of Credit for interim financing for the Raw Water Intake Structure Repair Project at Lake Somerville; and

WHEREAS, the maturity date of the Advancing Line of Credit is July 1, 2021, and the amount of funds borrowed is \$1,351,075.76 (plus accrued interest); and

WHEREAS, the City Council of the City of Brenham desires to approve an interfund loan between the Sanitation Fund and the Water Fund to repay \$1,000,000.00 to the Bank of Brenham for the Advancing Line of Credit, with the remaining \$351,075.76 (plus accrued interest) to be paid from Water Fund reserves;

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

1. That the City Council hereby approves the interfund loan between the Sanitation Fund and the Water Fund in the amount of \$1,000,000.00 for repayment of the Advancing Line of Credit with the Bank of Brenham, with the interfund loan to be repaid upon the terms set out in Exhibit A, attached hereto and incorporated herein for all purposes.
2. That the City Council hereby approves the use of Water Fund reserves in the amount of \$351,075.76 (plus accrued interest) for repayment of the additional amount due on the Advancing Line of Credit with the Bank of Brenham.
3. That the Mayor is hereby authorized to execute any and all documentation necessary to implement this Resolution.

APPROVED on this the 17th day of June, 2021.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

City of Brenham, Texas

\$1,000,000 Interfund Loan

Sanitation Fund Loan to Water Fund

Assumes July 1, 2021 Delivery

Exhibit "A"**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/01/2021	-	-	-	-	-
02/15/2022	-	-	12,444.44	12,444.44	-
08/15/2022	90,000.00	2.000%	10,000.00	100,000.00	-
09/30/2022	-	-	-	-	112,444.44
02/15/2023	-	-	9,100.00	9,100.00	-
08/15/2023	95,000.00	2.000%	9,100.00	104,100.00	-
09/30/2023	-	-	-	-	113,200.00
02/15/2024	-	-	8,150.00	8,150.00	-
08/15/2024	95,000.00	2.000%	8,150.00	103,150.00	-
09/30/2024	-	-	-	-	111,300.00
02/15/2025	-	-	7,200.00	7,200.00	-
08/15/2025	95,000.00	2.000%	7,200.00	102,200.00	-
09/30/2025	-	-	-	-	109,400.00
02/15/2026	-	-	6,250.00	6,250.00	-
08/15/2026	100,000.00	2.000%	6,250.00	106,250.00	-
09/30/2026	-	-	-	-	112,500.00
02/15/2027	-	-	5,250.00	5,250.00	-
08/15/2027	100,000.00	2.000%	5,250.00	105,250.00	-
09/30/2027	-	-	-	-	110,500.00
02/15/2028	-	-	4,250.00	4,250.00	-
08/15/2028	105,000.00	2.000%	4,250.00	109,250.00	-
09/30/2028	-	-	-	-	113,500.00
02/15/2029	-	-	3,200.00	3,200.00	-
08/15/2029	105,000.00	2.000%	3,200.00	108,200.00	-
09/30/2029	-	-	-	-	111,400.00
02/15/2030	-	-	2,150.00	2,150.00	-
08/15/2030	105,000.00	2.000%	2,150.00	107,150.00	-
09/30/2030	-	-	-	-	109,300.00
02/15/2031	-	-	1,100.00	1,100.00	-
08/15/2031	110,000.00	2.000%	1,100.00	111,100.00	-
09/30/2031	-	-	-	-	112,200.00
Total	\$1,000,000.00	-	\$115,744.44	\$1,115,744.44	-

Yield Statistics

Bond Year Dollars	\$5,787.22
Average Life	5.787 Years
Average Coupon	1.9999999%
Net Interest Cost (NIC)	1.9999999%
True Interest Cost (TIC)	1.9997207%
Bond Yield for Arbitrage Purposes	1.9997207%
All Inclusive Cost (AIC)	1.9997207%

IRS Form 8038

Net Interest Cost	1.9999999%
Weighted Average Maturity	5.787 Years

water fund loan 6-11-21 | SINGLE PURPOSE | 6/11/2021 | 11:06 AM



Regular City Council
AGENDA ITEM 6.

Agenda Item: Discuss and Possibly Act Upon the Appointment of a Council Member to Serve on the Brenham Community Projects Fund, Inc. Board of Directors and Authorize the Mayor to Execute Any Necessary Documentation

Meeting Type: Regular Meeting-June 17, 2021

Department: Finance

Staff Contact: Carolyn Miller

Classification: Regular

SUMMARY STATEMENT:

In 2015, the City Council formed the Brenham Community Projects Fund, Inc. (the Foundation), a 501(c)3 non-profit charitable foundation, to provide funding for quality of life enrichment for recreation, literacy and community philanthropy and development. The Council also approved the Foundation's bylaws and appointed members of the City Council to serve as Officers for the Foundation. The current Officers for the Foundation are:

- President: Mayor Milton Y. Tate, Jr.
- Vice President: Mayor Pro Tem Clint Kolby
- Treasurer: Former City Councilmember Susan Cantey
- Secretary: City Manager James Fisher

Due to the recent election of new Councilmembers, the Officer position being held by former Councilmember Susan Cantey needs to be replaced with a current Councilmember.

ATTACHMENTS:

None

RELEVANCE TO COMPREHENSIVE PLAN:

Plan 2040 implementation is made possible by the City's adherence to the annual budget with identifies how essential capital projects and annual priorities will be funded and maintained.

RECOMMENDED ACTION:

Approve the appointment of a Councilmember to serve on the Brenham Community Projects Fund, Inc. Board of Directors and authorize the Mayor to execute any necessary documentation.