



**NOTICE OF A REGULAR MEETING
THE BRENHAM CITY COUNCIL
THURSDAY, JUNE 4, 2020 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. Special Presentation**
 - **Life Saving Award Presented to Brenham Police Department Officer Eddie Martinez**
- 4. Service Recognition**
 - **Stephen Scheffer, Wastewater Treatment 25 Years**
- 5. Citizens Comments**

CONSENT AGENDA

6. Statutory Consent Agenda

The Statutory Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.

6-a. Minutes from the May 7, 2020 and May 21, 2020 Regular City Council Meetings

6-b. Approve the Purchase of Materials for the Copper Conductor Replacement Project from Techline, Inc. Through the Lower Colorado River Authority (LCRA) Materials Program and Authorize the Mayor to Execute Any Necessary Documentation

Pages 1-23

PUBLIC HEARING AND ASSOCIATED ACTION ITEMS

7. **Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to the Washington County Healthy Living Association/Margaret E. Blizzard Senior Activity Center to Allow Additional Parking as an Accessory to Use for the Margaret E. Blizzard Senior Activity Center in a Single Family Residential Use (R-1) Zoning District on Approximately 0.938 Acres of Land Addressed as 1300, 1302, 1304 and 1306 Loesch Street, and Described as Section 1, Block 1, Lots 1-4 of the Kenjura Subdivision, in Brenham, Washington County, Texas (Case Number P-20-017)**
Pages 24-41
8. **Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on Approximately 1.071 Acres of Land, Described as Part of Tract 57 of the John Lang Survey, A-156, in Brenham, Washington County, Texas (Case Number P-20-018)**
Pages 42-55

REGULAR SESSION

9. **Discuss and Possibly Act Upon Resolution No. R-20-021 Authorizing Execution of an Agreement with TxDOT for the Temporary Closure of State Right-of-Way in Connection with the 2020 Downtown Summer Concert Series (Hot Nights, Cool Tunes) to be Held on July 11, 18, 25 and August 1, 2020**
Pages 56-68
10. **Discuss and Possibly Act Upon a Noise Variance in Connection with the 2020 Downtown Summer Concert Series (Hot Nights, Cool Tunes) to be Held from 2:00 p.m. to Midnight on July 11, 18, 25 and August 1, 2020 and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 69-70
11. **Discuss and Possibly Act Upon Resolution No. R-20-022 Amending the City of Brenham Human Resources Policy Manual**
Pages 71-72
12. **Discuss and Possibly Act Upon Award of Bid for Project No. 62C-70C/65C-49C Related to the 2020 Burleson Street Utility Extensions and Authorize the Mayor to Execute Any Necessary Documentation**
Pages 73-80
13. **Discussion and Update on the City of Brenham’s COVID-19 (Coronavirus) Response and Recovery Efforts**
Page 81
14. **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.

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

Adjourn

CERTIFICATION

I certify that a copy of the June 4, 2020 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 June 1, 2020 at **12:30 PM.**

Kacey A. Weiss, TRMC

Deputy City Secretary I

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 _____, 2020 at _____ AM PM.

Signature

Title

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on May 7, 2020 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 Clint Kolby
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

None

Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary – Director of Administrative Services Jeana Bellinger, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager - Public Services/Utilities Donald Reese, Police Chief Ron Parker, Fire Chief Ricky Boeker, Director of Development Services Stephanie Doland, Captain Lloyd Powell, Kim Hodde, Terrence Johnson, Greg Nienstedt, Pam Ruemke, Shauna Laauwe, and Human Resources Director Susan Nienstedt.

Citizens present:

Tolanda Langehennig, Stephen Grove, Jeff Robertson and Darren Huckart.

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. **Proclamation**
 - **National Police Week**
4. **April Service Recognitions**
 - **Terrence Johnson, Police** 5 Years
 - **Greg Nienstedt, Fire** 20 Years
 - **Kim Hodde, Development Services** 30 Years
 - **Pam Ruenke, Police/IT** 35 Years

5. **Citizens Comments**

There were no citizen comments.

CONSENT AGENDA

6. **Statutory Consent Agenda**

- 6-a. **Minutes from the April 16, 2020 Regular City Council Meeting**
- 6-b. **Ordinance No. O-20-007 on Its Second Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Brenham Housing Authority to Allow for a Multifamily Development in the Mixed Residential (R-2) Zoning District on a Site of Two Acres or More of Land Located Generally West of Hasskarl Drive and South of Eleanor Drive, and Further Described as a 5.490 Acre Parcel Being a Portion of Tract 184 of the Arrabella Harrington Survey, in Brenham, Washington County, Texas (Case Number P-20-009)**
- 6-c. **Ordinance No. O-20-008 on Its Second Reading to Grant a Non-Exclusive Franchise to Pronto Services, LLC to Operate a Roll-Off Container Service for Residents, Businesses, and Industries Inside Brenham City Limits**
- 6-d. **Ordinance No. O-20-009 on Its Second Reading Amending Chapter 11, Garbage and Trash, of the Code of Ordinances, City of Brenham, Texas**
- 6-e. **Ordinance No. O-20-010 on Its Second Reading Amending the Rate Tariff Schedule for the City of Brenham Sanitation Rates**
- 6-f. **Discuss and Possibly Act Upon Final Payment in the Amount of \$37,145.90 to Solid Bridge Construction for Contract No. 2019-02 Related to Hohlt Park Stream Restoration and Authorize the Mayor to Execute Any Necessary Documentation**
- 6-g. **Acceptance of a Donation from The Dorothy Elaine O’Connor Living Trust in the Amount of \$25,000.00 for the Nancy Carol Roberts Memorial Library and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Cantey and seconded by Councilmember Herring to approve the Statutory Consent Agenda Items 6-a. through 6-g. as presented.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

PUBLIC HEARING AND ASSOCIATED ACTION ITEM

7. Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Annexing Approximately 52.428 Acres of Land Located South and West of Dixie Road, Being Further Described as Tract 7 of the Phillip Coe Survey, A-31, in Brenham, Washington County, Texas

City Manager James Fisher presented this item. Fisher explained that in February, the City received a request from the Estate of Joyce E. Baker to annex 52.428 acres of their 64-acre tract located in Washington County.

Fisher stated that the Executrix of the Estate, Susan Love, advised the City that the property was currently under contract with 1983 Land Investments, LLC (Stylecraft Builders, Inc.) for the development of single-family residential lots to join the existing Vintage Farms Subdivision.

Fisher advised Council that State law mandates that all annexations must provide for a Public Hearing to receive citizen input and this item allows for the Public Hearing as well as the first reading of the ordinance. The zoning of this 52.428-acre tract will be discussed in the following agenda item.

Mayor Tate opened the Public Hearing.

Citizen Tolanda Langehennig (1900 Dixie Road) addressed the Council. Ms. Langehennig expressed her concerns about the City annexing this tract and the effect it will have on Dixie Road. Ms. Langehennig stated that she and her neighbors are worried about an increase in traffic and the safety of the subdivision intersections on Dixie Road. Ms. Langehennig asked that Council not annex the 52.428 acres.

Mayor Tate closed the Public Hearing.

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Cantey to approve an Ordinance on its first reading annexing approximately 52.428 acres of land located south and west of Dixie Road, being further described as Tract 7 of the Phillip Coe Survey, A-31, 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 Keith Herring	Yes
Councilmember Clint Kolby	Abstain
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

8. Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending the Official Zoning Map of the City of Brenham, to Assign a Zoning Classification of a Planned Development District (PDD) on Approximately 52.428 Acres of Land Located South and West of Dixie Road, Being Further Described as Tract 7 of the Phillip Coe Survey, A-31, in Brenham, Washington County, Texas (Case Number P-20-012)

City Manager James Fisher presented this item. Fisher explained that the subject property is an approximate 52.428-acre tract of vacant land located north of the existing Vintage Farms Subdivision. The property is currently located in the Brenham Extraterritorial Jurisdiction (ETJ) and has been requested by the property owners to be annexed into the City of Brenham. Upon annexation of the subject property the owners are requesting the tract be assigned the zoning district of Planned Development District (PDD) for the development of a single-family home subdivision known as The Lakes at Vintage Farms. A small and separate portion of the subject tract is planned to be developed with patio homes and is referred to as The Cove at Vintage Farms.

Fisher stated that the applicants are requesting the PDD to establish alternative standards to the City's typical zoning and subdivision development standards. The proposed PDD would establish the underlying base zoning district as Residential (R-1) for the construction of single-family dwellings and Mixed Residential District (R-2) for the construction of patio homes.

Fisher advised the Council that the proposed request is in accordance with the future land use map adopted in Historic Past, Bold Future: Plan 2040, the City of Brenham Comprehensive Plan which suggests that Residential uses are appropriate at this location. Amenities proposed with this development plan include concrete sidewalks, 2,800 feet of regional trails, a 15-acre passive park with a pavilion and 4-acre pond.

Mayor Tate opened the Public Hearing. There were no public comments. Mayor Tate closed the Public Hearing.

A motion was made by Councilmember Cantey and seconded by Councilmember Wright to approve an Ordinance on its first reading amending the Official Zoning Map of the City of Brenham, to assign a zoning classification of a Planned Development District (PDD) on approximately 52.428 acres of land located south and west of Dixie Road, being further described as Tract 7 of the Phillip Coe Survey, A-31, in Brenham, Washington County, Texas (Case Number P-20-012).

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

9. Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on Approximately 0.997 Acres of Land Located at 811 W. Fifth Street, Being Further Described as Lot 1 in Block 2 of the Blinn Fifth Street Subdivision, in Brenham, Washington County, Texas (Case Number P-20-013)

City Manager James Fisher presented this item. Fisher explained that the subject property is an approximate one-acre (0.997 acre) tract of vacant land addressed as 811 West Fifth Street and generally located on the southeast corner of the T-intersection of West Fifth Street and High Street. The property is currently zoned R-2, Mixed Residential Use District. The applicant, Blinn Junior College, is requesting the 0.997-acre tract to be rezoned to B-2, Commercial, Research and Technology District to allow for the development of an accessory off-street parking area to serve a planned student dormitory to be located immediately to the west, across High Street.

Fisher explained that if the rezoning is approved, any proposed development of the property will undergo a planning permit process to ensure that all zoning, building and fire codes are met. Any B-2 development adjacent to residential property will be required to provide a twenty (20) foot buffer yard in addition to the required side and rear yard setbacks. Fisher stated that the proposed parking lot will also be required to provide landscape islands on the ends of each parking row, shrubbery or hedge along the public rights-of-way and a tree for every twelve (12) parking spaces.

Mayor Tate opened the Public Hearing. There were no public comments. Mayor Tate closed the Public Hearing.

A motion was made by Councilmember Herring and seconded by Councilmember Saunders to approve an Ordinance on its first reading amending the Official Zoning Map of the City of Brenham, to change the Zoning District from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on approximately 0.997 acres of land located at 811 W. Fifth Street, being further described as Lot 1 in Block 2 of the Blinn Fifth Street Subdivision, in Brenham, Washington County, Texas (Case Number P-20-013).

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

REGULAR SESSION

A motion was made by Councilmember Kolby and seconded by Councilmember Saunders to remove Item 10 and Item 11 from the table.

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

10. Discuss and Possibly Act Upon an Amendment to the System Water Availability Agreement Between the City of Brenham and Brazos River Authority for the Temporary Resale of Water and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that on September 1, 2019, an agreement was entered into between the Brazos River Authority (BRA) and the City of Brenham. At that time BRA made available to the City, for purchase, 774 acre-feet of raw water per fiscal year for municipal purposes.

Fisher stated that the intent of this agreement was to secure additional water to sustain long-term future growth for the City and that the 774 acre-feet of water is in addition to the City's primary water availability for 4,200 acre-feet. Fisher advised Council that while securing this water for future use is prudent, the additional water is not needed at this time so the City could resell it.

City Attorney Cary Bovey explained that Council is being asked to consider two related items. The first (Item 10) is an amendment to the City's System Water Availability Agreement with BRA, authorizing the City to resell 774 acre-feet of water to Dow Chemical. The second (Item 11) is an agreement between the City and Dow Chemical for the resale of the water. Bovey stated that if approved, both agreements would terminate no later than August 31, 2020, or upon Dow Chemical using the 774 acre-feet of water if it did so prior to August 31, 2020. Bovey advised that there is no automatic renewal of this contract, and if the City wants to sell excess water again in the future, new agreements with the BRA and Dow Chemical would be required.

Councilmember Herring questioned why the proposed agreement between the City and Dow Chemical did not allow the City to make a profit from the resale of the water, but instead is essentially allowing the City to only recover its cost. Fisher advised that Dow would not pay a price that exceeded the City's cost. Herring noted that other governmental entities that have entered into similar agreements with Dow have been involved in lawsuits over water and he is nervous about the City establishing a relationship with the company. Herring asked whether the proposed agreement had any provisions for termination if the City needed the excess water. Bovey stated there was not and noted that Dow anticipated quickly using the entire 774 acre-feet of water.

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Saunders to approve an amendment to the System Water Availability Agreement between the City of Brenham and Brazos River Authority for the temporary resale of water 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

11. Discuss and Possibly Act Upon a Water Supply Resale Agreement Between the City of Brenham and The Dow Chemical Company Related to the Temporary Resale of Water and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that Dow Chemical Company desires to purchase the City's excess water on a temporary basis and will pay to the City \$79.00 per acre-foot or \$61,146.00 for the 774 acre-feet of water within thirty days from the effective date of this Agreement. Fisher stated that Dow Chemical will withdraw an amount not to exceed 774 acre-feet of water. Fisher advised that the agreement is effective upon the BRA approval of a Temporary Resale Amendment and will terminate when the Dow Chemical has withdrawn the 774 acre-feet of water or August 31, 2020, whichever occurs first.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve a Water Supply Resale Agreement between the City of Brenham and The Dow Chemical Company related to the temporary resale of water and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed 6-1 with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	No
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

12. Discuss and Possibly Act Upon the First Amendment to the Interlocal Agreement for Managing Entity by the Brazos Valley Council of Governments (BVCOG) for the Brazos Valley Wide Area Communications System (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that the Brazos Valley Wide Area Communications System (BVWACS) was started in 2010 with City of Brenham, Washington County, City of Bryan, City of College Station, Brazos County and Texas A&M University. The BVWACS system is part of the Harris County System which gives all radios on both systems the ability to talk to each other on an emergency scene thru mutual aid channels that are programmed in all our radios. Since the inception of the BVWACS the goal was to have all seven (7) Counties in the BVCOG on this system. Fisher advised that Grimes County and the City of Navasota were added last year, and this First Amendment will add Madison County to the system.

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve the First Amendment to the Interlocal Agreement for Managing Entity by the Brazos Valley Council of Governments (BVCOG) for the Brazos Valley Wide Area Communications System (BVWACS) 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

13. Discuss and Possibly Act Upon the First Amendment to the Second Restatement of the Interlocal Agreement for the Construction, Acquisition, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communications System (BVWACS) and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that this document is allowing Madison County to become a full BVWACS party and it also states what equipment they will bring to the BVWACS system and what their role will be in the upkeep of that equipment.

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Cantey to approve the First Amendment to the Second Restatement of the Interlocal Agreement for the Construction, Acquisition, Implementation, Operation and Maintenance of the Brazos Valley Wide Area Communications System (BVWACS) 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

14. Discuss and Possibly Act Upon a Ground Space Lease Agreement Between Aviators Plus, LLC and the City of Brenham for the Construction and Operation of a Fuel Farm at the Brenham Municipal Airport, and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that Aviators Plus, LLC (Brent Nedbalek) is a Fixed Base Operator (“FBO”) at the Brenham Municipal Airport. Mr. Nedbalek constructed a Jet-A fuel farm on the property he has leased located at 2901 Aviation Way and has requested a ground space lease for the construction of an AvGas (aviation gasoline) fuel farm. Fisher stated that the proposed location was reviewed and approved by the Airport Advisory Board and the agreement has been reviewed by the City Attorney.

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Kolby to approve a Ground Space Lease Agreement between Aviators Plus, LLC and the City of Brenham for the construction and operation of a fuel farm at the Brenham Municipal Airport, and authorize the Mayor to execute any necessary documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

15. Discuss and Possibly Act Upon Amendment No. 01 to the Airport Project Participation Agreement Between the City of Brenham and the Texas Department of Transportation and Authorize the Mayor to Execute any Necessary Documentation

City Manager James Fisher presented this item. Fisher stated that in December 2017 the City was notified that the runway bump issue was getting worse and becoming a safety issue. In 2018 the City submitted a letter of interest to TxDOT with a preliminary estimate of \$421,200.

Fisher stated that in February 2019, the Transportation Commission approved the project and in March the project was bid out. In April 2020, TxDOT provided the City with an updated project cost of \$706,583. There is a possibility that the City can receive a \$69,000 grant from the CARES Act program that was recently enacted by the Federal Aviation Administration (FAA) to be used to offset most of the City’s share of this project. TxDOT is working with the FAA and will notify the City as soon as the grant funds have been confirmed and the process/timeline is in place

A motion was made by Mayor Pro Tem Ebel and seconded by Councilmember Cantey to approve Amendment No. 01 to the Airport Project Participation Agreement between the City of Brenham and the Texas Department of Transportation 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

16. Discuss and Possibly Act Upon Resolution No. R-20-020 Related to the Gas Fund and Maintenance of Cash Reserves

City Manager James Fisher presented this item. Fisher explained that the City's gas contract is administered by Municipal Energy Resources Corporation (MERC). During 2008 when the cost of natural gas rose exponentially, MERC adopted internal policies to address financial risk to protect the 74 municipal customers in the Joint Gas Purchase Program. MERC felt that all the municipal customers have joint responsibility for the Program and should maintain reserves sufficient to minimize the risk.

Fisher stated that in 2013, the City Council approved a resolution to maintain unrestricted cash reserves in the Gas Fund of at least \$850,000 for the purpose of paying our gas supplier. However, over the past several years, gas purchase costs have significantly declined, and MERC has agreed that we can reduce the level of unrestricted cash reserves from \$850,000 to \$666,000. Fisher stated that reducing the cash reserve amount would provide additional working capital dollars for the Gas Fund.

A motion was made by Councilmember Herring and seconded by Councilmember Saunders to approve Resolution No. R-20-020 related to the Gas Fund and maintenance of cash reserves.

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

17. Discussion and Update on the City of Brenham's COVID-19 (Coronavirus) Response and Recovery Efforts

City Manager James Fisher advised the Council of the following COVID-19 response and recovery efforts:

- In accordance with Governor Abbot's Open Texas plan, the City is carefully moving forward with opening facilities.
 - The Library is partially open and taking online orders for curbside pickup of books. The computers at the library are available for use by appointment.
 - The Aquatic Center will open on May 18, 2020 for use of the lap pool and therapeutic pool by appointment. Starting June 3, 2020, the leisure pool will reopen with limited weekend hours.
 - The Visitor Center is open.
 - The restrooms, tennis courts, and pickleball courts in City Parks are being reopened. Other park amenities and facilities including ball fields, playgrounds, and the carousel will remain closed.
 - City Hall, Animal Services, and Municipal Court remain closed to the general public. June 1, 2020 is the anticipated reopening date for these facilities.
 - The Police and Fire Stations will remain closed to the public.
- Staff is still looking into how to have Hot Nights, Cool Tunes with new social distancing rules.
- The new splashpad will be ready by May 31st; however, will not be able to open based on Governor Abbott's order.

18. Administrative/Elected Officials Report

There were no administrative/elective officials reports given.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary

Brenham City Council Minutes

A regular meeting of the Brenham City Council was held on May 21, 2020 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 Clint Kolby
Councilmember Adonna Saunders
Councilmember Albert Wright

Members absent:

None

Others present:

City Manager James Fisher, City Attorney Cary Bovey, City Secretary – Director of Administrative Services Jeana Bellinger, Assistant City Manager – Chief Financial Officer Carolyn Miller, Assistant City Manager - Public Services/Utilities Donald Reese, Fire Chief Ricky Boeker and Bobby Keene.

Citizens present:

Jim Ripple, Stephen Grove, Jeff Robertson and Darren Huckert.

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 Cantey**
- 3. May Service Recognitions**
 - **Bobby Keene, Wastewater Treatment** **5 Years**
 - **Carolyn Miller, Finance** **15 Years**

4. Citizens Comments

There were no citizen comments.

CONSENT AGENDA

5. Statutory Consent Agenda

5-a. Minutes from the April 30, 2020 Special City Council Meeting

5-b. Ordinance No. O-20-011 on Its Second Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on Approximately 0.997 Acres of Land Located at 811 W. Fifth Street, Being Further Described as Lot 1 in Block 2 of the Blinn Fifth Street Subdivision, in Brenham, Washington County, Texas (Case Number P-20-013)

5-c. Approve a Contract Between the City of Brenham and the Lower Colorado River Authority (LCRA) for the Annual Pole Changeout Program and Authorize the Mayor to Execute Any Necessary Documentation

5-d. Discuss and Possibly Act Upon Final Payment in the Amount of \$49,498.50 to Solid Bridge Construction for Contract No. 2017-03 Related to the Jackson Street Storm Damage Repairs and Authorize the Mayor to Execute Any Necessary Documentation

5-e. Discuss and Possibly Act Upon Final Payment in the Amount of \$46,196.75 to Four Seasons Development Co. for Contract No. 10-2018 Related to the Henderson Park Phase I Improvements and Authorize the Mayor to Execute Any Necessary Documentation

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve the Statutory Consent Agenda Items 5-a. through 5-e. as presented.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

REGULAR SESSION

6. Discuss and Possibly Act Upon Ordinance No. O-20-012 on Its Second Reading Annexing Approximately 52.428 Acres of Land Located South and West of Dixie Road, Being Further Described as Tract 7 of the Phillip Coe Survey, A-31, in Brenham, Washington County, Texas

A motion was made by Councilmember Herring and seconded by Councilmember Cantey to approve Ordinance No. O-20-012 on its second reading annexing approximately 52.428 acres of land located south and west of Dixie Road, being further described as Tract 7 of the Phillip Coe Survey, A-31, 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 Keith Herring	Yes
Councilmember Clint Kolby	Abstain
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

7. Discuss and Possibly Act Upon Ordinance No. O-20-013 on Its Second Reading Amending the Official Zoning Map of the City of Brenham, to Assign a Zoning Classification of a Planned Development District (PDD) on Approximately 52.428 Acres of Land Located South and West of Dixie Road, Being Further Described as Tract 7 of the Phillip Coe Survey, A-31, in Brenham, Washington County, Texas (Case Number P-20-012)

City Manager James Fisher presented this item. Fisher explained that during the Public Hearing of the first reading of the proposed annexation and zoning of this tract, Council expressed concerns about the traffic generated by the proposed subdivision, specifically along Dixie Lane.

Fisher advised that staff reached out to Jeff Robertson at McClure and Browne Engineering/Surveying, Inc. to provide details of the traffic analysis done for both the existing and proposed phases of Vintage Farms. Fisher stated that after meeting with the engineering and reviewing the traffic analysis, staff agrees that the existing and proposed public rights-of-way are capable of handling traffic generated by the proposed subdivision. Fisher explained that Vintage Farms Way was constructed with Phase 1 of the subdivision and is designed to accommodate the majority of Vintage Farms residents and the construction of Vintage Farms Way will include a protected turn lane at the SH 36 crossing.

A motion was made by Councilmember Cantey and seconded by Councilmember Wright to approve Ordinance No. O-20-013 on its second reading amending the Official Zoning Map of the City of Brenham, to assign a zoning classification of a Planned Development District (PDD) on approximately 52.428 acres of land located south and west of Dixie Road, Being Further Described as Tract 7 of the Phillip Coe Survey, A-31, in Brenham, Washington County, Texas (Case Number P-20-012).

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

8. Discuss and Possibly Act Upon a Professional Services Agreement Between the City of Brenham and Strand Associates, Inc. Related to Old Chappell Hill Road Improvements and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher explained that over the last two years the City has identified Old Chappell Hill Rd/FM 577 as a much-needed road improvement. Fisher explained that staff has been working with Strand and Associates to design of the intersection widening, traffic signal locations, striping configuration, Old Chappell Hill Rd widening and road surface design.

Fisher advised that this Professional Services Agreement will allow Strand to conduct bidding services and inspection of the project. The City has been in contact with TXDOT and they have blessed the proposed layout and are looking how they may partner with the improvements that are within TxDOT right-of-way.

We would like to ask council to approve moving forward with the professional services agreement to Strand and Associates in the amount of \$200,000 so we can begin the next steps in this road improvement project. We are estimating that bids can be placed out to prospective bidders in October and award of construction in early November.

A motion was made by Councilmember Cantey and seconded by Mayor Pro Tem Ebel to approve a Professional Services Agreement, in the amount of \$200,000.00, between the City of Brenham and Strand Associates, Inc. related to Old Chappell Hill Road 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

9. Discuss and Possibly Act Upon a Facility Use Agreement Between the City of Brenham and the Brenham State Supported Living Center for Pool Use at the Blue Bell Aquatic Center and Authorize the Mayor to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher stated that the City and the Brenham State Supported Living Center have a longstanding agreement for recreational aquatic services. The most recent agreement was executed August 25, 2016. That agreement had three (3) automatic annual renewal options which were exercised extending the term of the agreement to September 30, 2020. Fisher explained that the contract being presented is identical to the previous contract and that BBAC staff recommends that Council approve the agreement.

A motion was made by Councilmember Kolby and seconded by Councilmember Saunders to approve a Facility Use Agreement between the City of Brenham and the Brenham State Supported Living Center for pool use at the Blue Bell Aquatic Center 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 Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

10. Discuss and Possibly Act Upon the Coronavirus Relief Fund (CRF) Program and Authorize the Mayor/City Manager to Execute Any Necessary Documentation

City Manager James Fisher presented this item. Fisher advised Council that his office recently received a letter from Governor Abbott regarding the Coronavirus Relief Fund. Fisher stated that the City may be eligible to receive approximately \$195,000 in relief funds.

Fisher stated that the Relief Funds can be used to reimburse the City for expenses incurred to close city parks/facilities, purchase supplies for COVID-19 preparation and prevention, to provide assistance to local businesses, and reimburse unemployment costs that were incurred due to furloughing employees. Fisher requested that Council authorize the Mayor and/or the City Manager to complete the required paperwork to request these funds.

A motion was made by Councilmember Kolby and seconded by Councilmember Cantey to apply for the Coronavirus Relief Fund (CRF) Program and Authorize the Mayor/City Manager to Execute Any Necessary Documentation.

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

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Andrew Ebel	Yes
Councilmember Susan Cantey	Yes
Councilmember Keith Herring	Yes
Councilmember Clint Kolby	Yes
Councilmember Adonna Saunders	Yes
Councilmember Albert Wright	Yes

11. Discussion and Update on the City of Brenham's COVID-19 (Coronavirus) Response and Recovery Efforts

City Manager James Fisher advised the Council of the following COVID-19 response and recovery efforts:

- Governor Abbot has further eased COVID-19 related-restrictions. Restaurants may open at 50% capacity, and Youth Sports may resume practice as of May 31, 2020.
- The Aquatic Center lap pool and therapy pool are open by appointment. The leisure pool will open June 5, 2020 with limited weekend hours.
- The City is in the process of opening public restrooms in parks. Playgrounds and basketball courts remain closed while staff develops a plan to safely open them.
- City Hall will reopen June 1, 2020. Employees will be provided masks and hand sanitizer.
- Boys and Girls Club will open June 8, 2020.

12. Administrative/Elected Officials Report

City Manager James Fisher reported on the following:

- Maifest has been rescheduled for October 2-3, 2020
- The last day that the Recycling Center will be open to the public will be Saturday, May 30.
- Staff is reviewing the requirements for the 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant. The City may apply for additional firefighters.

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor

Jeana Bellinger, TRMC, CMC
City Secretary



Memo

To: Mayor Milton Tate
City Council
City Manager

From: Donald Reese

Date: May 27, 2020

Re: Consent Agenda

Construction Phase of the Copper Conductor Replacement Project is set to begin the first week of July for Section 4. Section 3 will be complete by the end of June. All materials purchased for the Copper Conductor Replacement Project will be purchased from Techline, Inc. through the LCRA Material Purchasing Program.

Section 4 will go from S Market to W Mansfield, through the Walnut Hill subdivision, and S Park to Huisache. The material cost breakdown is as follows: Transformers - \$34,529.00, Poles - \$18,003.00, and Cable & Conductors - \$5,006.40 Total cost of the materials for this section is \$57,538.40.

Staff recommends the purchase of the material for the Copper Conductor Replacement Project, Section 3 to Techline Inc. in the amount of \$57,538.40.

Poles					BR-2-C.2
City of Brenham					
Bill of Materials					
2018-2019 Copper Conductor Replacement					
Section 4					
Approved for Construction					
STOCK					
NUMBER	VENDOR	DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
023401	30CL5-CREO	POLE, 30 FT WOOD, CL 5	2	170.00	340.00
099999	40CL3	POLE, 40 FT WOOD, CL 3	20	359.00	7,180.00
023403	40CL4-CREO	POLE, 40 FT WOOD, CL 4	14	311.00	4,354.00
099998	45CL2	POLE, 45 FT WOOD, CL 2	1	500.00	500.00
099997	45CL3	POLE, 45 FT WOOD, CL 3	13	433.00	5,629.00
					\$ 18,003.00

Conductor						BR-2-C.2
City of Brenham Bill of Materials 2018-2019 Copper Conductor Replacement Section 4 Approved for Construction						
STOCK NUMBER	VENDOR	DESCRIPTION	QTY	UNIT COST	TOTAL COST	
021502	CONCH	CABLE, SERVICE, #2 STR TRIPLEX	500	0.60	300.00	FT
021500	SHEPHERD	CABLE, SERVICE, #6 DUPLEX	-		0.00	
021503	NERITINA	CABLE, SERVICE, 1/0 ALUM TRIPLEX	500	0.98	490.00	FT
025708	#4SSDBC-25#	CONDUCTOR, #4 7 STRAND BARE COPPER	50	3.75	187.50	LB
025707	#6SSDBC-25#	CONDUCTOR, #6 COPPER SD BARE	150	3.75	562.50	LB
022302	RAVEN	CONDUCTOR, 1/0 ACSR 6/1 R	1,770	1.57	2,778.90	LB
22303		CONDUCTOR, 4/0 ACSR 6/1	-		0.00	
22304		CONDUCTOR, 477 MCM ACSR 1	-		0.00	
100001		CONDUCTOR, SERVICE WIRE TO TRANSFOR	250	2.75	687.50	FT
					\$ 5,006.40	



AGENDA ITEM 7

DATE OF MEETING: June 4, 2020	DATE SUBMITTED: May 27, 2020	
DEPT. OF ORIGIN: Development Services	SUBMITTED BY: Shauna Laauwe	
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☒ PUBLIC HEARING ☐ CONSENT ☐ REGULAR ☐ WORK SESSION	ORDINANCE: ☒ 1ST READING ☐ 2ND READING ☐ RESOLUTION
AGENDA ITEM DESCRIPTION: Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham Granting a Specific Use Permit to Washington County Healthy Living Association/Margaret E. Blizzard Senior Activity Center, Located at 1301 E. Tom Green Street, to Allow an Additional Parking Lot as an Accessory Use for the Margaret E. Blizzard Senior Activity Center for a Non-Profit Philanthropic Use in an R-1 Single-Family Residential Use Zoning District on Approximately 0.938 acres of Land Addressed as 1300, 1302, 1304, and 1306 Loesch Street and Described as Section 1, Block 1, Lots 1-4 of the Kenjura Subdivision in Brenham, Washington County, Texas (Case Number P-20-017)		
SUMMARY STATEMENT: The Washington County Healthy Living Association/Margaret E. Blizzard Senior Activity Center (applicant) is requesting approval of a Specific Use Permit on approximately 0.938 acres of land located on four lots on the northwest corner of E. Tom Green Street and Loesch Street and addressed as 1300, 1302, 1304, and 1306 Loesch Street. The subject lots are adjacent to and southeast of the Senior Activity Center. The subject tracts are currently undeveloped vacant land zoned as R-1, Single-Family Residential Use District. The current R-1 zoning designation allows for single-family homes, temporary construction buildings, and accessory buildings as permitted uses. In addition, uses such as churches, including educational or philanthropic uses, farms and nurseries, private schools, and country clubs uses are permitted in the R-1 District with prior approval of a Specific Use Permit (SUP). The applicant, Washington County Healthy Living Association (Senior Center), has requested a SUP in order to develop an accessory parking lot to serve the non-profit philanthropic use that was approved for a SUP in April 2012. The existing Senior Center has 122 parking spaces and the proposed parking lot would provide a net gain of 61 parking spaces for a total of 183 parking spaces for the Center. The applicant states that the additional parking is necessary to accommodate the 200-300 seniors that are provided lunch each day, Monday through Friday, from 11am-1pm.		

Approval of the proposed SUP request would allow the Senior Center to develop the tract of land with additional parking for their patrons, many of whom are currently left to utilize on-street parking on Loesch Street that is both dangerous to the senior patrons and an adverse effect to the single-family residences that line Loesch Street. Although the subject property and surrounding area is zoned R-1, the area has institutional uses in the general vicinity, across E. Tom Green Street, with the Brenham High School stadium to the southeast and the Texas National Guard Center to the southwest. Approval of the proposed SUP would be in keeping with the development pattern in the general vicinity.

The purpose of the SUP process is to identify those uses which might be appropriate within a zoning district but, due to either their location, function, or operation, could have a potentially harmful impact on adjacent properties or the surrounding area; and to provide for a procedure whereby such uses might be permitted by further restricting or conditioning them so as to mitigate or eliminate such adverse impacts. The proposed site plan details extensive landscaping and buffer yard within the parking lot to help mitigate any potential adverse impacts to nearby residential uses.

On Tuesday, May 26, 2020, after conducting a Public Hearing, the Planning and Zoning Commission **voted 5-0-1, with Alfred abstaining, to recommend approval** of the SUP request as presented.

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

A. PROS: The future land use map portion of the Envision 2020 Comprehensive Plan suggests the subject property, and the adjacent tracts to the west along E. Tom Green Street, may be appropriate for commercial development. The proposed request aligns with the goals and land use policies established in the Comprehensive Plan.

B. CONS: None identified.

ALTERNATIVES (In Suggested Order of Staff Preference): N/A

ATTACHMENTS: (1) Ordinance for first reading; and (2) Staff Report to the Planning and Zoning Commission

FUNDING SOURCE (Where Applicable): N/A

RECOMMENDED ACTION: Approval Upon an Ordinance on its first reading amending Appendix A – “Zoning” of the Code of Ordinances of the City of Brenham granting a Specific Use Permit to Washington County Healthy Living Association/Margaret E. Blizzard Senior Activity Center, located at 1301 E. Tom Green Street, to allow an additional parking lot as an accessory use for the Margaret E. Blizzard Senior Activity Center for a Non-Profit Philanthropic Use in an R-1 Single-Family Residential Use Zoning District on approximately 0.938 acres of land addressed as 1300, 1302, 1304, and 1306 Loesch Street and described as Section 1, Block 1, Lots 1-4 of the Kenjura Subdivision in Brenham, Washington County, Texas (Case Number P-20-017)

APPROVALS: James Fisher

ORDINANCE NO. _____

AN ORDINANCE AMENDING APPENDIX A – “ZONING” OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM GRANTING A SPECIFIC USE PERMIT TO WASHINGTON COUNTY HEALTHY LIVING ASSOCIATION/MARGARET E. BLIZZARD SENIOR ACTIVITY CENTER, LOCATED AT 1301 E. TOM GREEN STREET, TO ALLOW AN ADDITIONAL PARKING LOT AS AN ACCESSORY USE FOR A NON-PROFIT PHILANTHROPIC USE IN AN R-1 SINGLE-FAMILY RESIDENTIAL USE ZONING DISTRICT ON APPROXIMATELY 0.938 ACRES OF LAND ADDRESSED AS 1300, 1302, 1304, AND 1306 LOESCH STREET AND DESCRIBED AS SECTION 1, BLOCK 1, LOTS 1-4 OF THE KENJURA SUBDIVISION IN BRENHAM, WASHINGTON COUNTY, TEXAS

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

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

WHEREAS, this amendment was recommended for approval by the Brenham Planning and Zoning Commission during its regular meeting on May 26, 2020; and

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

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, THAT APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AND THE OFFICIAL ZONING MAP BE AMENDED IN THE FOLLOWING MANNER:

SECTION 1. That Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham, Texas, and the Official Zoning Map of the City of Brenham is hereby amended to grant a Specific Use Permit for an additional parking lot as an accessory use for a non-profit philanthropic use in an R-1 Single-Family Residential use zoning district on approximately 0.938 acres of land addressed as 1300, 1302, 1304, and 1306 Loesch Street and described as Section 1, Block 1, Lots 1-4 of the Kenjura Subdivision in Brenham, Washington County, Texas (the “Property”), said 0.938 acres of land being more particularly described on Exhibit “A” attached hereto and incorporated herein for all purposes.

SECTION 2. Upon holding a properly notified public hearing, the City Council may amend, change, or rescind the Specific Use Permit granted by this Ordinance if:

- a. There is a violation and conviction of any of the provisions of this Ordinance, or any ordinance of the City of Brenham, that occurs on the Property;
- b. The premises, or Property, used pursuant to the Specific Use Permit granted by this Ordinance are enlarged, modified, structurally altered, or otherwise significantly changed unless a separate Specific Use Permit is granted for such enlargement, modification, structural alteration, or change;
- c. As otherwise permitted by law and/or Brenham's Zoning Ordinance, as it exists or may be amended.

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

PASSED and APPROVED on its first reading this the 4th day of June, 2020.

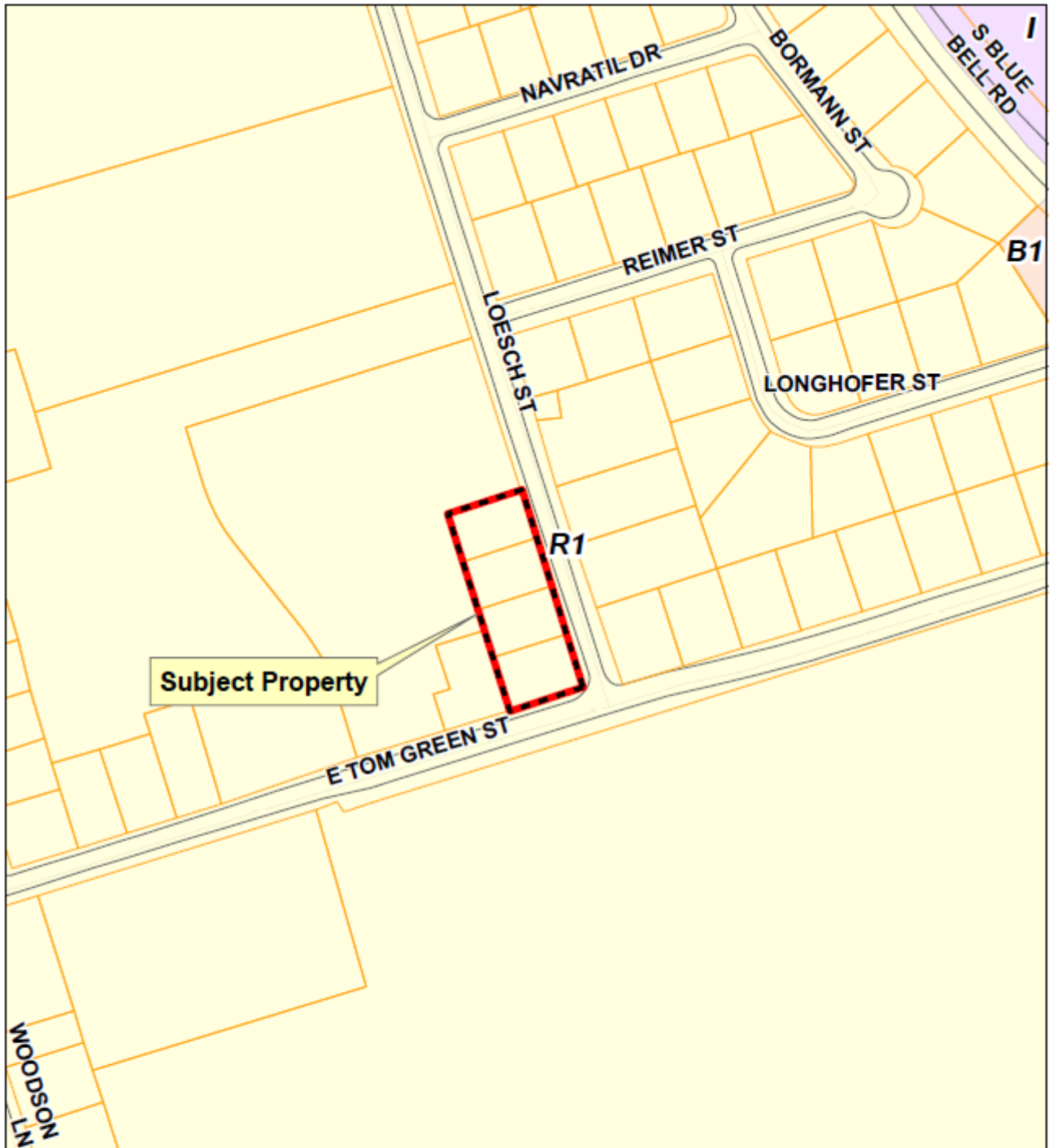
PASSED and APPROVED on its second reading this the 18th day of June, 2020.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit "A"



1 inch = 214 feet

CASE NUMBER P-20-017

**SPECIFIC USE PERMIT REQUEST – Washington County Healthy Living Association
Margaret E. Blizzard Senior Activity Center Accessory Parking**

STAFF CONTACT:	Shauna Laauwe AICP, Project Planner
OWNER:	John J. Kenjura
APPLICANTS:	Washington County Healthy Living Association (WCHLA) – Margaret E. Blizzard Senior Activity Center
ADDRESS/LOCATION:	1300, 1302, 1304, and 1306 Loesch Street (Exhibit A).
LEGAL DESCRIPTION:	Section 1, Block 1, Lots 1-4 of the Kenjura Subdivision
LOT AREA:	Approximately 0.938 acres
ZONING DISTRICT/USE:	R-1 Residential Single Family (Exhibit B)
FUTURE LAND USE:	Commercial (Exhibit C)
REQUEST:	A request for a Specific Use Permit to allow a proposed parking lot addition as an accessory use for an existing philanthropic use in a R-1 Single-Family Residential Zoning District (Exhibit D).

BACKGROUND:

The subject property is an approximate 0.938-acre tract of land comprising of four (4) lots along Loesch Street, generally located on the west corner of the intersection of East Tom Green Street and Loesch Street and addressed as 1300, 1302, 1304, and 1306 Loesch Street. The subject properties are currently zoned R-1, Single-Family Residential Use District and are undeveloped vacant tracts of land owned by John Kenjura. The tracts are under contract for sale to the applicants, Washington County Healthy Living Association, commonly known as the Margaret E. Blizzard Senior Activity Center (Senior Center).

The applicant is proposing to develop the parcels into a parking lot to provide additional parking to support the Senior Center that is located at 1301 E. Tom Green Street, to the north and adjacent to the subject tracts. The Senior Center was granted a Specific Use Permit for the

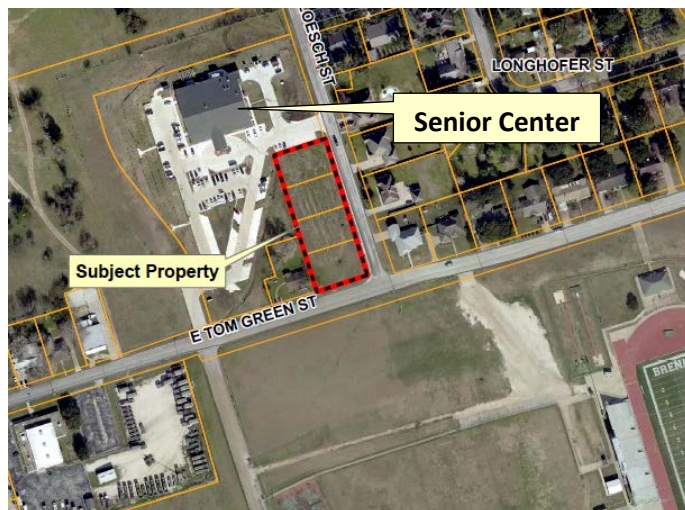
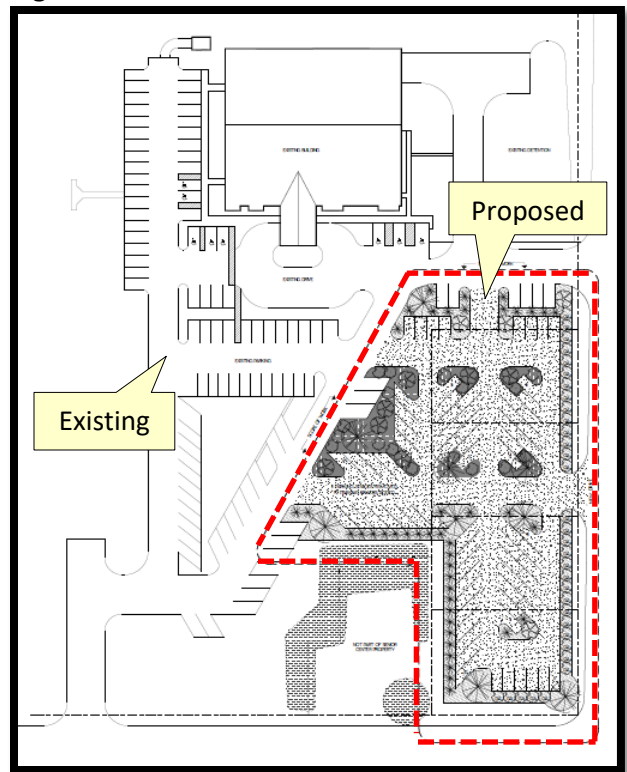


Figure 1



The R-1 District allows philanthropic and related auxiliary uses with prior approval of a Specific Use Permit (SUP). Therefore, the applicant seeks a SUP to allow for the development of a proposed 61 space parking lot as an auxiliary use of an existing philanthropic use on 0.938-acres of land in a R-1, Single-Family Residential Use District.

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

- 2

The 0.93-acre tract of land is adjacent and south of the 4.482-acre parent tract which is developed as the Margaret E. Blizzard Senior Activity Center. The subject tract is comprised of four lots that begin on the west corner of the intersection of East Tom Green Street and Loesch Street and then north along Loesch Street. The subject tracts and the surrounding vicinity are located within a R-1 District. However, the area has a mixture of uses. The adjacent property to the east, across Loesch Street is developed as single-family residential neighborhood that includes four (4) homes that front onto Loesch Street. The adjacent property to the north and west are vacant, undeveloped tracts. Further to the west is a day care center and additional single-family homes. To the south, across E. Tom Green Street, is the Brenham High School stadium and the property to the southwest is developed as a Texas National Guard Center and VFW community site.

The applicant proposes to develop the approximate one-acre tract into 61 additional parking spaces to accommodate the high demand for parking during the Senior Center's weekday lunch service that provides lunch to 200-300 seniors between the hours of 11am-1pm. The R-1 District allows philanthropic uses such as the Senior Activity Center as specific uses. The Senior Center received a Specific Use Permit (SUP) in April 2012 for a philanthropic community center. The applicant is now seeking to expand the original development site for the proposed parking area and therefore is requested to seek an additional SUP. Approval of the proposed SUP request would allow the Senior Center to develop the tract of land with additional parking to provide for the high demand of activities offered by the Center. The proposed parking area plan includes landscaping that meets the City of Brenham's landscaping ordinance that will help soften the impact of the parking lot to nearby residential uses. The additional parking lot will also alleviate on-street parking on the adjacent residential streets during lunch time peak hours.

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

The future land use map portion of the Envision 2020 Comprehensive Plan suggests the subject tracts, the Senior Center, and the adjacent property to the west along East Tom Green Street, may be appropriate for commercial development. While the subject tracts and adjacent properties are currently zoned R-1, Single-Family Residential, the surrounding area across East Tom Green Street is comprised of the high school stadium complex to the southeast and the Texas National Guard Center to the southwest, making the area suitable for future commercial use. Staff finds that the proposed request aligns with the goals and land use policies established in the Comprehensive Plan.

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

The subject property has existing utilities available located along Loesch Street and E. Tom Green Street.

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

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

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

Property owners within 200 feet of the project site were mailed notifications of this request on May

15, 2020. The Notice of Public Hearing was published in the Brenham Banner on May 15, 2020. Any public comments submitted to staff will be provided in the Planning & Zoning Commission and City Council packets or during the public hearing.

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

If approved, the property will be required to adhere to minimum building setbacks, maximum impervious coverage requirements, landscaping, and buffer yard requirements. The applicant has submitted a preliminary site plan (Exhibit F) which depicts the proposed location of the associated parking spaces, access, and landscape plan. Staff finds that the site development requirements will ensure that adequate open space is preserved on the subject property.

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

Staff believes that the requested land use is appropriate in this location given adjacent zoning designations, existing development in the vicinity, and conformance with the City's adopted Comprehensive Plan. The proposed development is in line with the Future Land Use Plan, while also providing adequate landscaping to reduce the impact to nearby residential uses.

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

The subject tracts and the surrounding vicinity are located within a R-1 District. However, the area has a mixture of uses. The adjacent property to the east, across Loesch Street is developed as single-family residential neighborhood that includes four (4) homes that front onto Loesch Street. The adjacent property to the north and west are vacant, undeveloped tracts. Further to the west is a day care center and additional single-family homes. To the south, across E. Tom Green Street, is the Brenham High School stadium and complex and the property to the southwest is developed as a Texas National Guard Center and VFW community site. The Senior Activity Center and proposed additional parking area is compatible to nearby land uses and consistent with the land policies established in the Comprehensive Plan.

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

Staff finds that approval of the proposed SUP and development of the property as an additional 61 space parking lot development will promote the orderly and healthful development of the community. The proposed parking area will alleviate overflow parking on residential streets and provide a safe area to park for patrons of the Senior Center. Staff is satisfied that the proposed landscaping plan that includes ample trees and shrubbery will mitigate any adverse effects of the parking area on adjacent residential properties. This request, to allow a proposed 61-parking space area on an approximate one-acre tract of land, will not adversely affect health, safety, morals, or general welfare of properties in the general vicinity or the community in general.

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

Staff believes that the proposed development will have a positive effect on the surrounding area and will be compatible with anticipated uses surrounding this property and will be in accordance with the land use policies of Brenham's Comprehensive Plan. The subject property as well as adjacent properties are developed with many public uses, including the BISD stadium, Blue Bell aquatic center, WFD, etc. Approval of the proposed parking area is in accordance with the prevailing development pattern of local public facilities. Staff is unable to determine any destabilizing effects on the neighboring properties should this specific use permit request be approved.

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

If approved, the proposed SUP will allow for additional parking for the Senior Center to alleviate spill over parking that occurs during the weekday lunch hours. Vacant commercial property is located along Blue Bell Road to the west. Staff believes that the proposed SUP, if approved, will not negatively affect vacant land classified for commercial uses.

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

The property is currently undeveloped, vacant land within an R-1, Single-Family Residential District. Staff is not aware of any hindrances on the property created by legally existing incompatible uses. The applicant's request will allow the subject property to develop in a compatible, legally conforming manner.

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

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

STAFF RECOMMENDATION:

Staff recommends **approval** of a Specific Use Permit to allow an accessory parking lot, as provided in the application site and landscape plan, for an approved philanthropic use in a R-1 Single-Family Residential Use Zoning District for the subject 0.93 acre tract of land that is comprised of 1300, 1302, 1304, and 1306 Loesch Street and legally described as Section 1, Block 1, Lots 1-4 Kenjura Subdivision.

EXHIBITS:

- A. Aerial Map
- B. Zoning Map
- C. Future Land Use Map
- D. Cover Letter to the Commission
- E. Proposed Site Plan
- F. Site photos

EXHIBIT "A"
AERIAL MAP

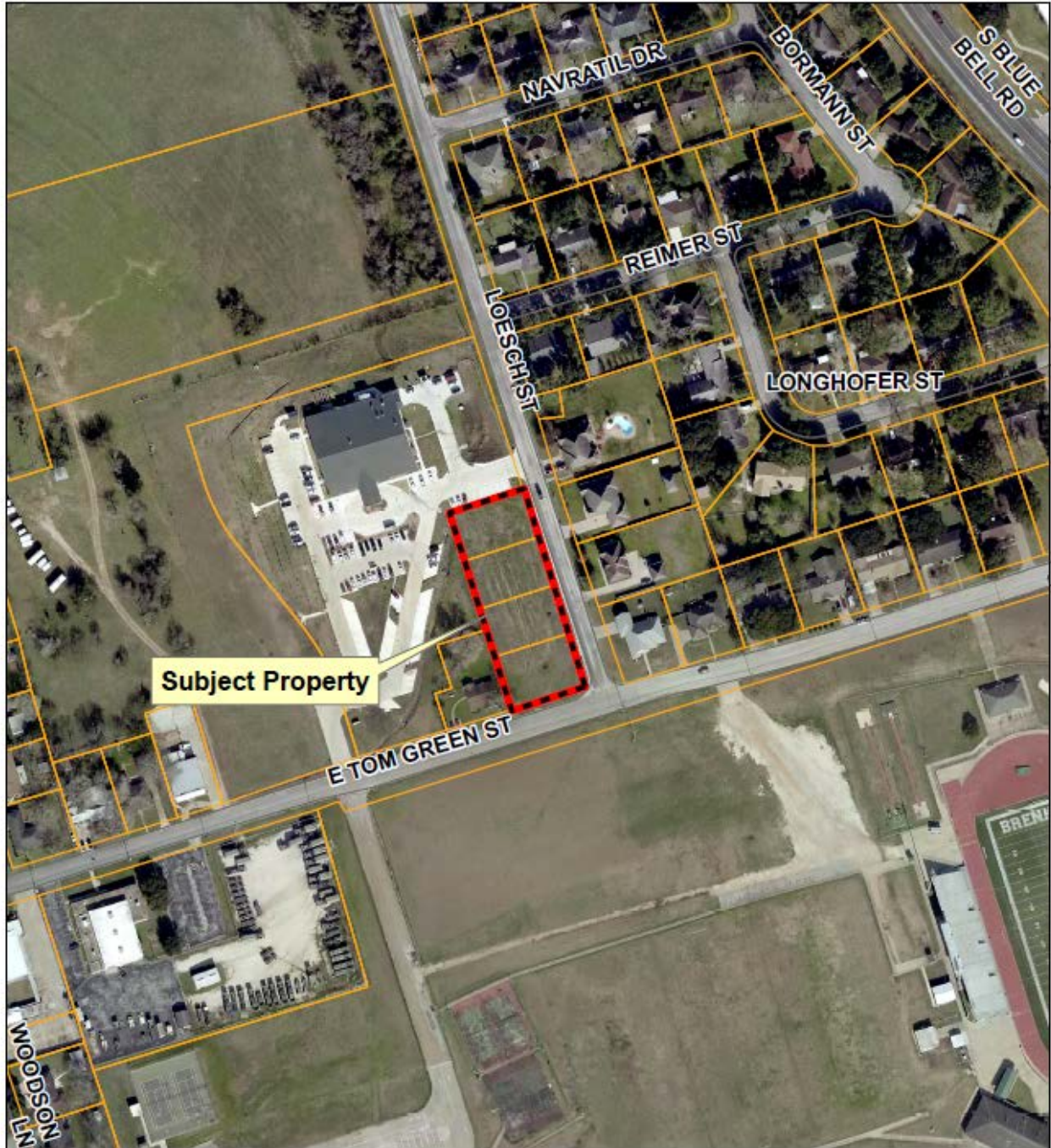


EXHIBIT "A"
AERIAL MAP



1 inch = 214 feet

EXHIBIT "B"
ZONING MAP

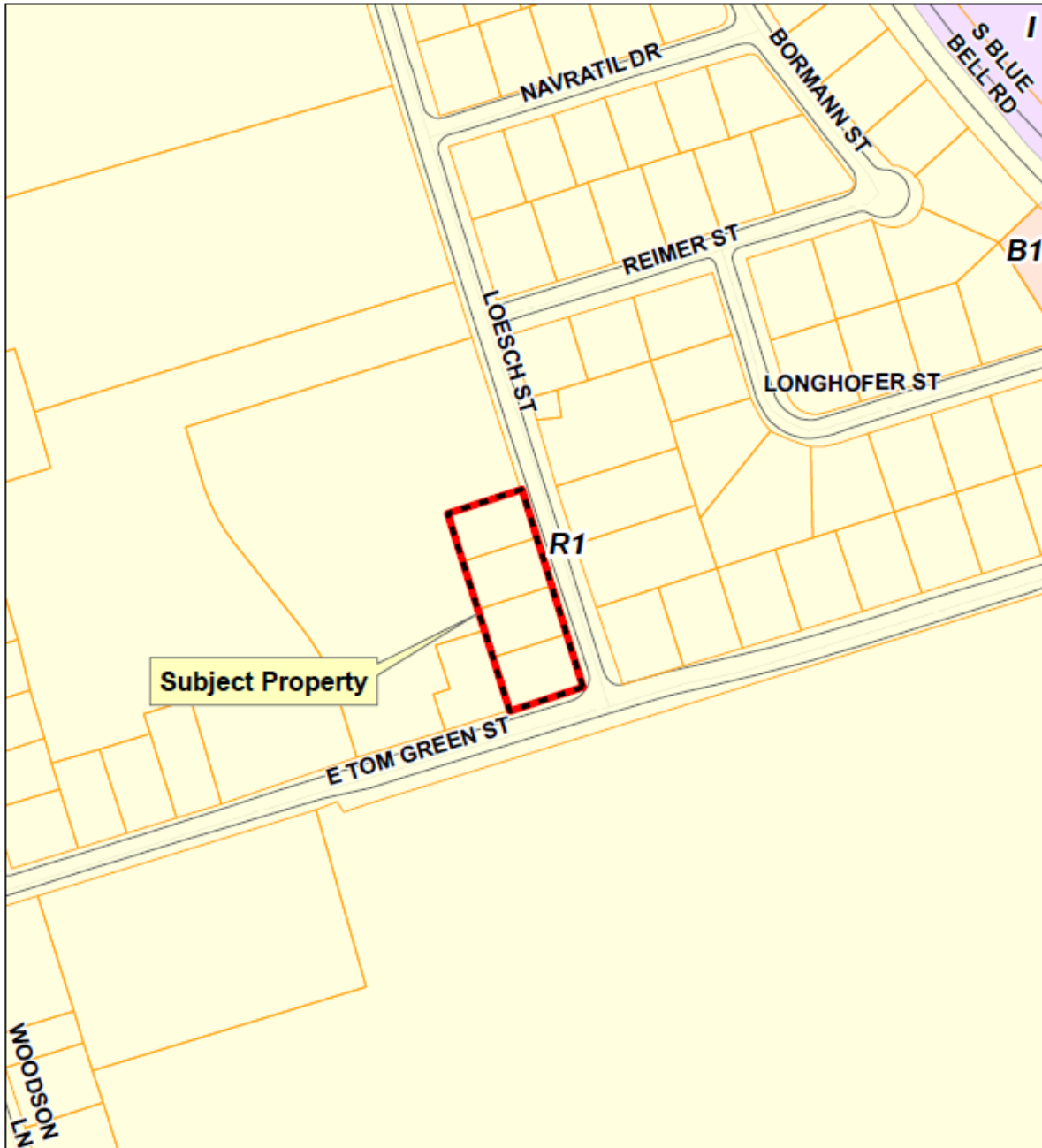


EXHIBIT "B"
ZONING MAP



1 inch = 214 feet

EXHIBIT "C"
Future Land Use Map

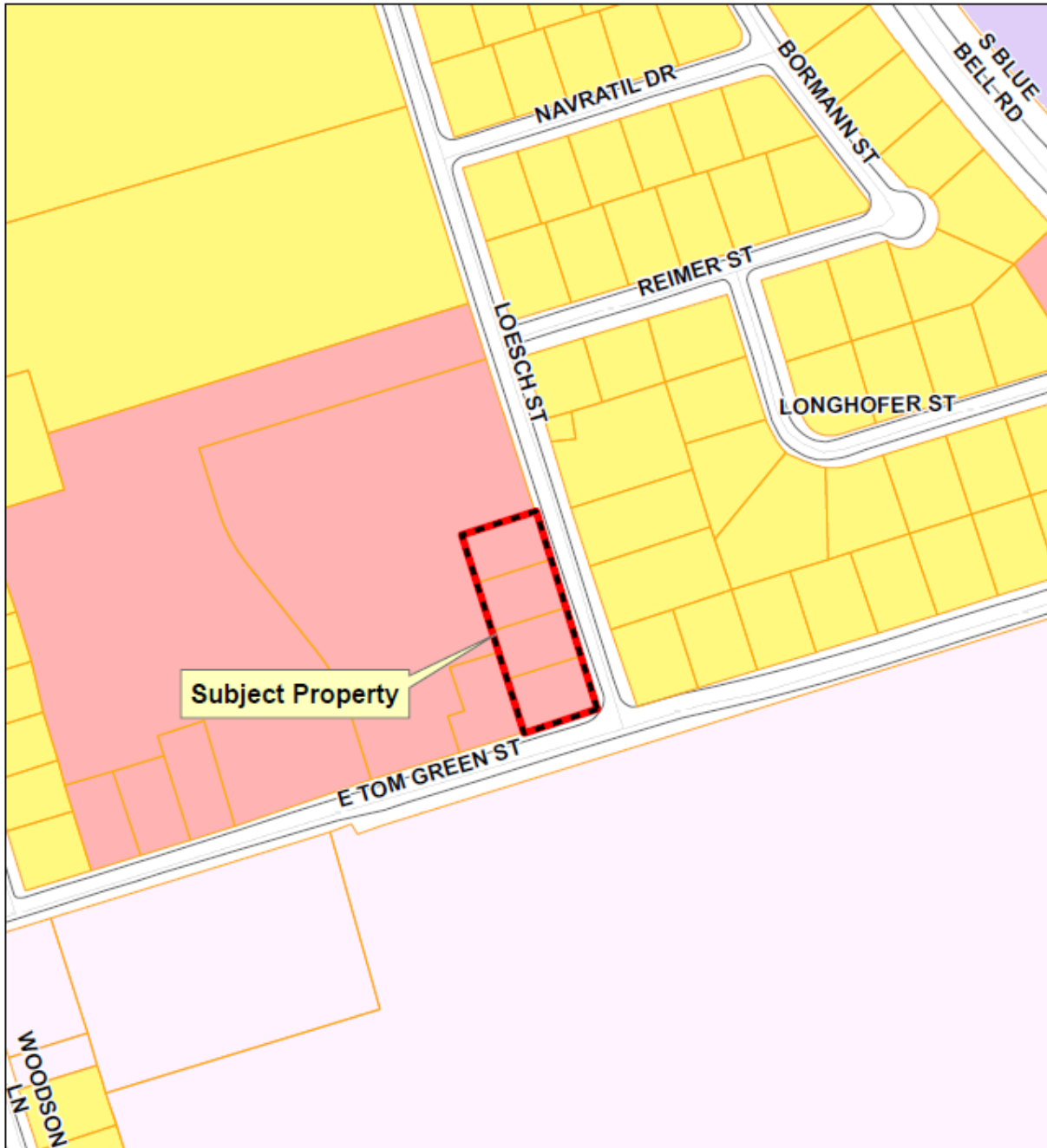


EXHIBIT "C"
FUTURE LAND USE MAP

Legend

Future Land Use Plan
FLU_FINAL

Rural	Mixed Use Blinn Adjacent
Open Space	Mixed Use Downtown Adjacent
Park	Corridor Mixed Use
Estate Residential	Planned Development
Single Family Residential	Downtown
Manufactured Homes	Local Public Facilities
Multi-Family Residential	Commercial
	Industrial



1 inch = 214 feet

EXHIBIT "D"
SUP APPLICATION COVER LETTER



April 23, 2020

City of Brenham Planning and Zoning Commission
200 W. Vulcan St.
Brenham, Texas 77834

Dear Commissioners,

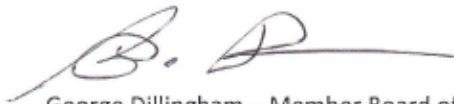
The Margaret E. Blizzard Senior Center has entered into an earnest money contract with John Kenjura to purchase lots 1, 2, 3, and 4 of block 1 of the Kenjura Subdivision located at the corner of Loesch and Tom Green streets. This purchase contract is contingent upon the Senior Center receiving a specific use permit from the City of Brenham which will allow the Senior Center to develop this land for use as additional parking for the Senior Center.

The Senior Center provides noon meals for 200 – 300 senior citizens in addition to participation by Senior Center members in various programs such as exercise, dance, and wellness classes, arts and crafts, billiards and card games, and training on computers. Recently, the Senior Center's existing parking lot has often been completely full requiring our elderly, and often disabled, members to park on the street. In order to adequately provide for our expanding operations in the future, the board of directors of the Senior Center believes that it is in the best interest of the Senior Center to acquire the four lots in the Kenjura subdivision for expansion of our parking facilities.

Since the Margaret E. Blizzard Senior Activity Center is already in operation adjacent to the Kenjura lots, we do not believe that using the land for additional parking will negatively impact property values in the area or peaceful living of nearby property owners.

We respectfully submit this application with the belief that allowing for the expansion of the Senior Center activities with additional parking will be a long-term benefit to the City of Brenham and Washington County.

Margaret E. Blizzard Senior Activity Center



George Dillingham – Member Board of Directors

P.O. Box 401 Brenham, TX 77834

(979)836-6552 / Fax: (979)836-1897

www.seniorcenterbrenham.com

EXHIBIT "G"
SITE PHOTOS





Adjacent homes on Loesch Street



E Tom Green to West
– Adjacent SF home





AGENDA ITEM 8

DATE OF MEETING: June 4, 2020		DATE SUBMITTED: May 28, 2020	
DEPT. OF ORIGIN: Development Services		SUBMITTED BY: Shauna Laauwe	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☒ PUBLIC HEARING	☒ 1ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2ND READING	
☐ EXECUTIVE SESSION	☒ REGULAR	☐ RESOLUTION	
	☐ WORK SESSION		
AGENDA ITEM DESCRIPTION: Public Hearing, Discussion and Possibly Act Upon an Ordinance on Its First Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on Approximately 1.071 Acres of Land, Described as Part of Tract 57 of the John Lang Survey, A-156, in Brenham, Washington County, Texas (Case Number P-20-018)			
SUMMARY STATEMENT: The subject property is an approximate one-acre (1.071 acre) tract of land addressed as 2418 S. Market Street and generally located on the south side of S. Market Street and midpoint between S. Chappell Hill Street to the west and Cantey Street to the east. The northern portion of the subject property is zoned B-2, Commercial, Research and Technology District and has an existing single-family home, while the southern portion of the property is zoned R-2, Mixed Family Residential. The applicant, Paul Leventis, is requesting the R-2 portion of the 1.071-acre tract to be rezoned to match the B-2, Commercial, Research and Technology District portion to allow for the construction of an office use to serve the future approximate 51-acre Market Square development that is adjacent to the west and north of the subject property. The R-2 District does not allow office buildings or commercial businesses as a permitted use; however, the B-2 District does allow property to be utilized as a range of nonresidential uses to include offices. Thus, rezoning the subject property to B-2 would allow the lot to be developed as an office or as part of a mixed-use development at 2418 S. Market Street. A portion of the subject property and all adjacent properties of the subject tract are zoned B-2 District with the surrounding area being comprised of vacant undeveloped land, commercial, and residential uses. The adjacent property to the east and south is vacant, undeveloped land that is proposed to be part of the Market Square mixed-use development. Legally non-conforming single-family homes are located within the B-2 District directly to the north, across S. Market Street. In addition, residential uses are also found further to the west of the subject property on land zoned R-1 and R-2 and developed as a single-family subdivision. Land located further to the southwest is zoned B-2 and developed with the Dairy Bar restaurant and City Electric Supply. Allowing the proposed rezoning request would allow the approximately one-acre tract of land to be part of an overall 52 acres proposed as a mixed-use development and would be in keeping with the development pattern in the general vicinity.			

The Future Land Use Map, part of the 2040 Comprehensive Plan adopted on September 19, 2019, indicates that the subject property is suitable for corridor mixed uses. The Comprehensive Plan includes land use policies to help guide land use decisions. Specifically, the Plan recommends that the City consider permitting commercial and retail uses along highly traveled roadways such as State Highway 290 to the west. The Comprehensive Plan also encourages the corridor mixed use areas to include residential, especially to provide additional housing options within the community. If the requested zone change were approved, the subject property would allow for the development of both multiple-family housing developments two acres or greater in size in addition to office, retail and commercial uses.

If the rezoning is approved, any proposed development of the property will undergo a planning permit process to ensure that all zoning, building, and fire codes are met.

On Tuesday, May 26, 2020, after conducting a Public Hearing, the Planning and Zoning Commission **voted unanimously to recommend approval** of the rezoning request as presented.

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

A. PROS: The future land use map portion of the Envision 2020 Comprehensive Plan suggests the subject property may be appropriate for corridor mixed uses such as office, retail, and multi-family housing developments. The proposed request aligns with the goals and land use policies established in the Comprehensive Plan.

B. CONS: None identified.

ALTERNATIVES (In Suggested Order of Staff Preference): N/A

ATTACHMENTS: (1) Ordinance for first reading; and (2) Staff Report to the Planning and Zoning Commission

FUNDING SOURCE (Where Applicable): N/A

RECOMMENDED ACTION: Approve an Ordinance on its first reading amending the Official Zoning Map of the City of Brenham, to change the Zoning District from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on approximately 1.071 acres of land, described as Part of Tract 57 of the John Lang Survey, A-156, in Brenham, Washington County, Texas (Case Number P-20-018)

APPROVALS: James Fisher

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS, AMENDING APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES, AND THE OFFICIAL ZONING MAP OF THE CITY OF BRENHAM, BY CHANGING THE ZONING DISTRICT CLASSIFICATION FROM MIXED RESIDENTIAL DISTRICT (R-2) TO A COMMERCIAL, RESEARCH AND TECHNOLOGY DISTRICT (B-2) ON APPROXIMATELY 1.071 ACRES OF LAND DESCRIBED AS PART OF TRACT 57 OF THE JOHN LANG SURVEY, A-156, IN BRENHAM, WASHINGTON COUNTY, TEXAS.

WHEREAS, the owner(s) of the 1.071 acres of land generally located on the south side of S. Market Street and midpoint between S. Chappell Hill Street to the west and Cantey Street to the east and addressed as 2418 S. Market Street, and being further described as part of Tract 57 of the John Lang Survey, A-156, in Brenham, Washington County, Texas, (the "Property"), have requested that the Property be rezoned; and

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

WHEREAS, Appendix A – "Zoning" of the City of Brenham Code of Ordinance authorizes the City Council to grant zoning changes by adopting ordinances amending Appendix A for each individual permanent zoning change; and

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

WHEREAS, this amendment was recommended for approval by the City of Brenham Planning and Zoning Commission in its final report during its regular meeting on May 26, 2020; and

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

WHEREAS, the City Council deems it appropriate to grant such proposed change in the zoning district classification of the Property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, THAT APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AND THE OFFICIAL ZONING MAP BE AMENDED IN THE FOLLOWING MANNER:

SECTION 1. That Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham, Texas, and the Official Zoning Map of the City of Brenham are hereby amended by changing the zoning district classification from a Mixed Residential District (R-2) to a Commercial, Research and Technology District (B-2) on approximately 1.071 acres of land addressed as 2418 South Market Street, and further described as part of Tract 57 of the John Lang Survey, A-156, in Brenham, Washington County, Texas, said area of land being further described and depicted in Exhibit "A" attached hereto and incorporated herein for all purposes.

SECTION 2. This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas.

PASSED and APPROVED on its first reading this the 4th day of June 2020.

PASSED and APPROVED on its second reading this the 18th day of June 2020.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit "A"

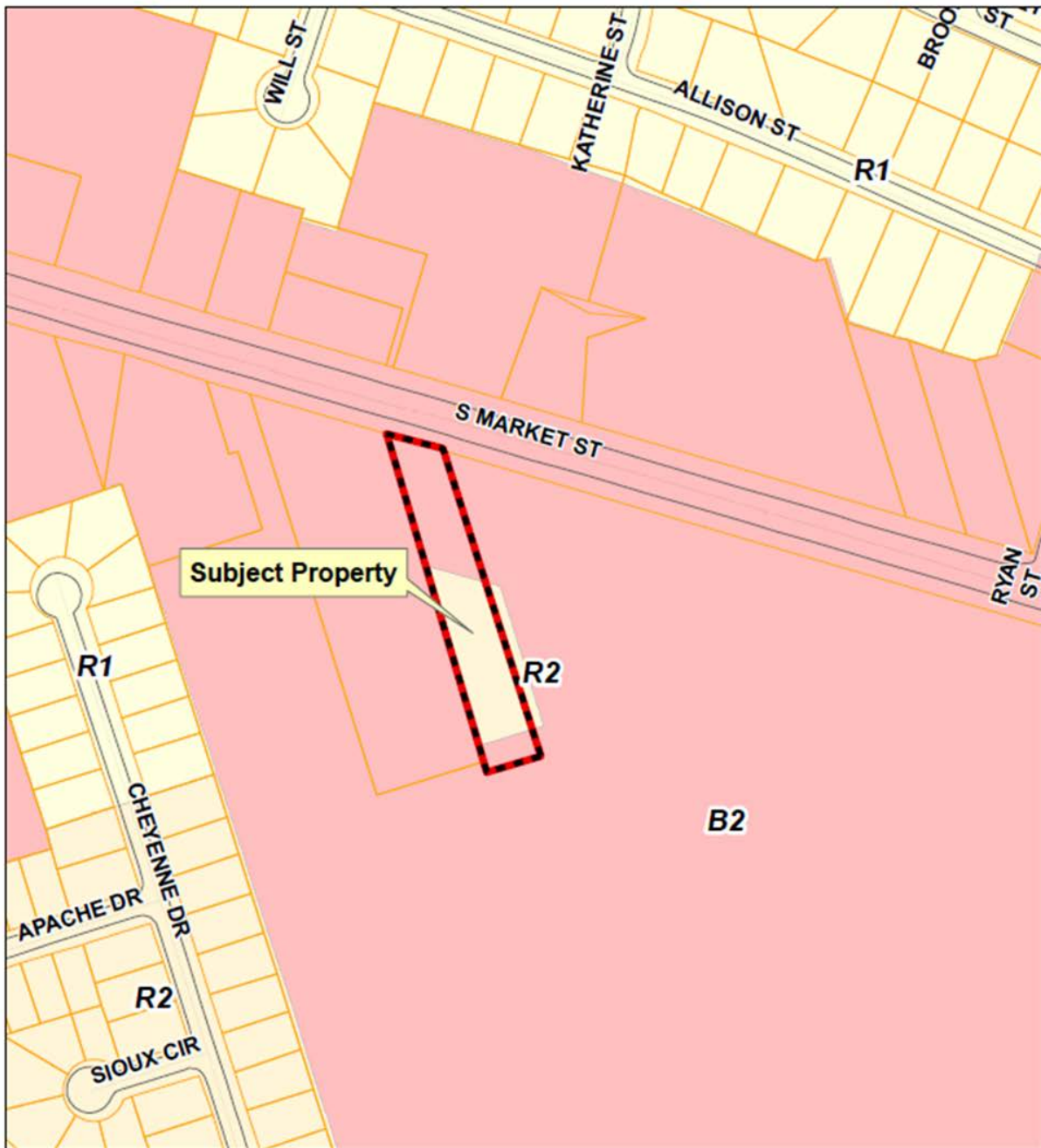


EXHIBIT "A"
ZONING MAP



1 inch = 214 feet



CASE NUMBER P-20-018
ZONE CHANGE REQUEST – 2418 S. Market Street

STAFF CONTACT:	Shauna Laauwe, AICP, Project Planner
OWNERS:	Russell S. Schrader, et ux, Brooke G. Schrader
APPLICANTS:	Paul Leventis
ADDRESS/LOCATION:	2418 S. Market Street (Exhibit A)
LEGAL DESCRIPTION:	Tract 57 of the John Lang Survey, A-156
LOT AREA:	Approximately 1.071 acres
ZONING DISTRICT/USE:	Mixed Residential Use District (R-2) & B-2, Commercial Research and Technology / Single-Family Residence (Exhibit B)
FUTURE LAND USE:	Corridor Mixed Use
REQUEST:	A request to change the zoning classification from a Mixed Residential Use District (R-2) to a Commercial Research and Technology Use District (B-2) (Exhibit C)

BACKGROUND:

The subject property is currently zoned as a combination of R-2, Mixed Residential Use District and B-2, Commercial Research and Technology District. The property owners/applicants, Brenham Market Square, LP, would like to develop the property with a mixture of land uses including multiple-family housing, retail, and office uses. The applicants have requested that the portion of the property currently zoned R-2 be rezoned such that the entire property be zoned B-2.

ANALYSIS OF CITY OF BRENHAM ZONING POLICIES:

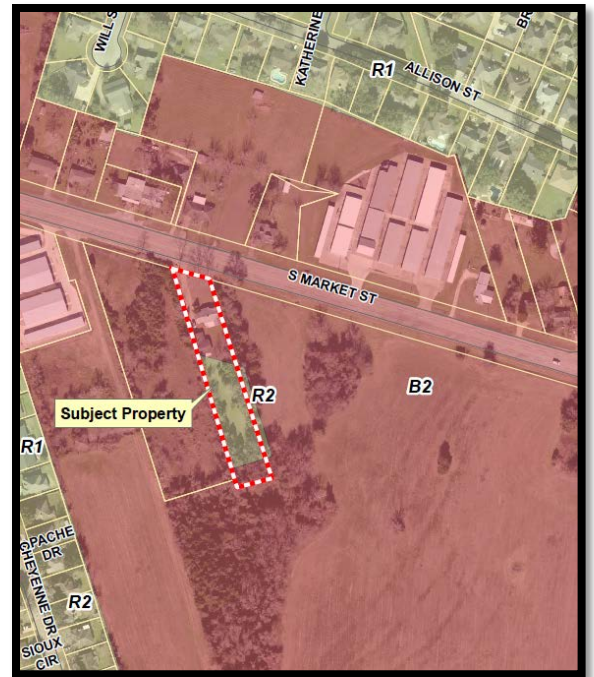
The purpose of zoning policies is to provide guidelines for considering future amendments to the zoning ordinance (Part 1, Section 4 of Appendix A – “Zoning” of the Brenham Code of Ordinances). They are as follows:

- (1) The city's zoning should recognize and seek to preserve the small-town attributes that make Brenham a special place for its citizens to live, work and play. *Please refer to Map 1 on the following page for a visual of the current zoning described herein.*

The subject property has an existing single-family dwelling located near S. Market Street that would be repurposed with a sales office to serve an adjacent future commercial development. The subject property abuts S. Market Street to the north, with Cantey Street located to the east, and US Highway 290 E further to the south. A portion of the subject property and all adjacent properties are zoned B-2. The adjacent tract to the west and north comprises of 51 acres that was rezoned

from R-2 to B-2 for the Market Square development in January 2019. This approximate one-acre tract is proposed to be utilized as an office to serve the future mixed-use development. Located to the west of the subject property is land zoned R-2 and developed with a Single-Family home subdivision. Land located further to the southwest is zoned B-2 and developed with the Dairy Bar restaurant and City Electric Supply. Allowing the proposed rezoning request would allow the approximately one-acre tract of land to be part of an overall 52 acres proposed as a mixed-use development and would be in keeping with the development pattern in the general vicinity.

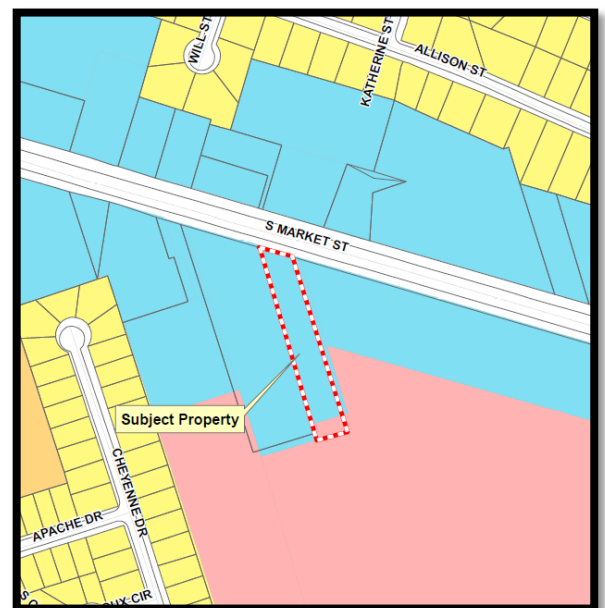
Map 1



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

As shown in Figure 2, the future land use map portion of the Historic Past, Bold Future: Plan 2040 Comprehensive Plan suggests the subject property may be appropriate for corridor mixed uses and commercial uses. The Comprehensive Plan includes land use policies to help guide land use decisions. Specifically the Plan recommends that the City consider permitting commercial and retail uses along highly traveled roadways such as State Highway 290 to the west. Additionally, the land use policies include the recommendation that multiple-family housing shall be located near major arterials "towards the periphery of the community." The Comprehensive Plan encourages the corridor mixed use areas to include residential, especially to provide additional housing options within the community. If the requested zone change were approved, the subject property would allow for the development of both multiple-family housing developments two acres or greater in size in addition to office, retail and commercial uses. Staff believes that the proposed request is aligned with the goals and land use policies established in the Comprehensive Plan.

Map 2- Future Land Use Map



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

The subject property is currently developed with a single-family home with existing utility services located along the right-of-way for S. Market Street and if necessary can be extended to serve the proposed development on the property.

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

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

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

Property owners within 200 feet of the project site were mailed notifications of this request on May 15, 2020. The Notice of Public Hearing was published in the *Brenham Banner* on May 15, 2020. Any public comments submitted to staff will be provided in the Planning & Zoning Commission and City Council packets or during the public hearing.

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

If approved, the property will be required to adhere to minimum building setbacks and maximum impervious coverage requirements for property zoned B-2, Commercial Research and Technology. Staff finds that the requirements will ensure that adequate open spaces is preserved on the subject property.

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

Staff finds that the requested zoning and associated land uses are appropriate for this location given adjacent zoning designations, existing development in the vicinity, and conformance with the City's adopted future land use map.

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

Rezoning the subject property to B-2 will allow the subject property to develop in accordance with property in the immediate vicinity. The subject approximate one-acre tract of land will be combined with the adjacent 51+ acre tract to the east and south that is located between a freeway and arterial roadway which are both capable of handling traffic associated with uses allowed in the B-2 district. Adjacent property to the west is zoned a combination of R-1 and R-2 and developed with single-family dwellings. The applicant, Brenham Market Square, LP will be required to adhere to minimum buffer yard requirements. Buffer yard requirements are established to preserve existing neighborhoods and ensure adjacent property develops in a manner compatible to nearby land uses.

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

Staff finds that rezoning the property will protect and not adversely affect adjacent existing and future residential neighborhoods due to the City's adopted development standards including requirements related to buffer yards, screening, setbacks, drainage, and landscaping.

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

Staff is unable to determine any destabilizing effects on the neighboring properties should this rezoning request be approved. The proposed B-2 zoning for the subject property is aligned with the adjacent properties surrounding this tract.

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

If approved, the proposed rezoning will allow construction of a mixture of land uses, including multiple-family, retail, office, and commercial uses. Vacant commercial property surrounds the subject tract to the west, east, and south. To the north, across South Market Street is also zoned as B-2 for commercial use. Staff believes that the proposed zoning change, if approved, will not negatively affect vacant land classified for commercial uses.

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

The applicants request will allow the subject property to develop with a mixture of land uses and if approved, will allow for compatible, legally conforming development. The property is developed as a single-family residence that could be repurposed for office or commercial use if the property were to be rezoned. Should the rezoning be approved the use of a residence and the structure as a single-family home will become a legally non-conforming land use (grandfathered). Single-family dwellings are not allowed by-right in the B-2 district.

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

Staff finds that the proposed rezoning change will allow for the orderly growth and development in the general vicinity and throughout the city. Furthermore, the proposed rezoning is in accordance with the City's adopted Future Land Use Map and Comprehensive Plan.

STAFF RECOMMENDATION:

Based on the evidence and findings above, Staff recommends **approving** the proposed rezoning of the 1.071-acre tract generally located at 2418 South Market Street to the Commercial Research and Technology zoning use district (B-2) for the subject tract.

EXHIBITS:

- A. Aerial Map
- B. Zoning Map
- C. Future Land Use Map
- D. Cover Letter
- E. Site photos

EXHIBIT "A"
AERIAL MAP

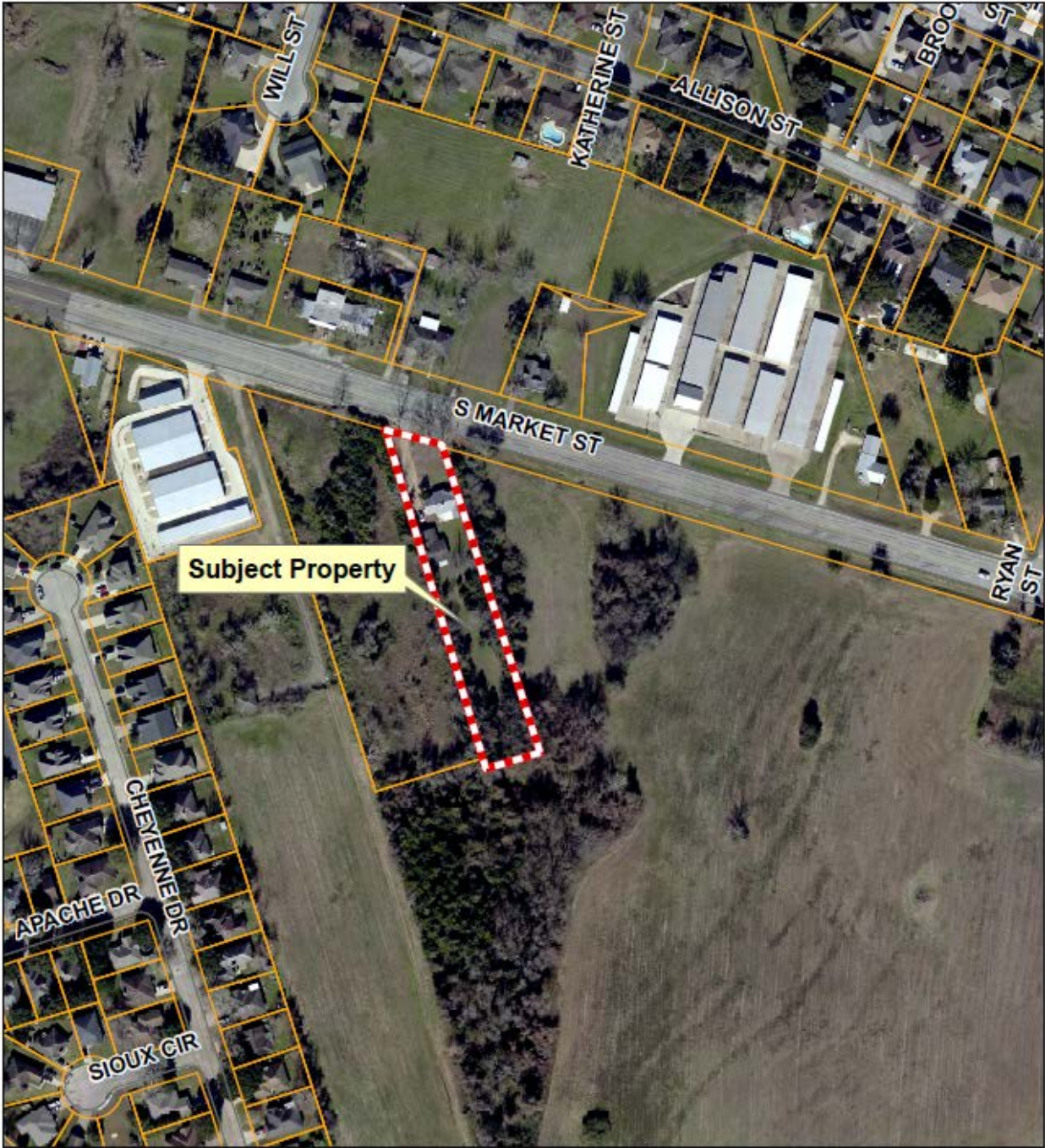


EXHIBIT "A"
AERIAL MAP



1 inch = 214 feet

EXHIBIT "B"
ZONING MAP

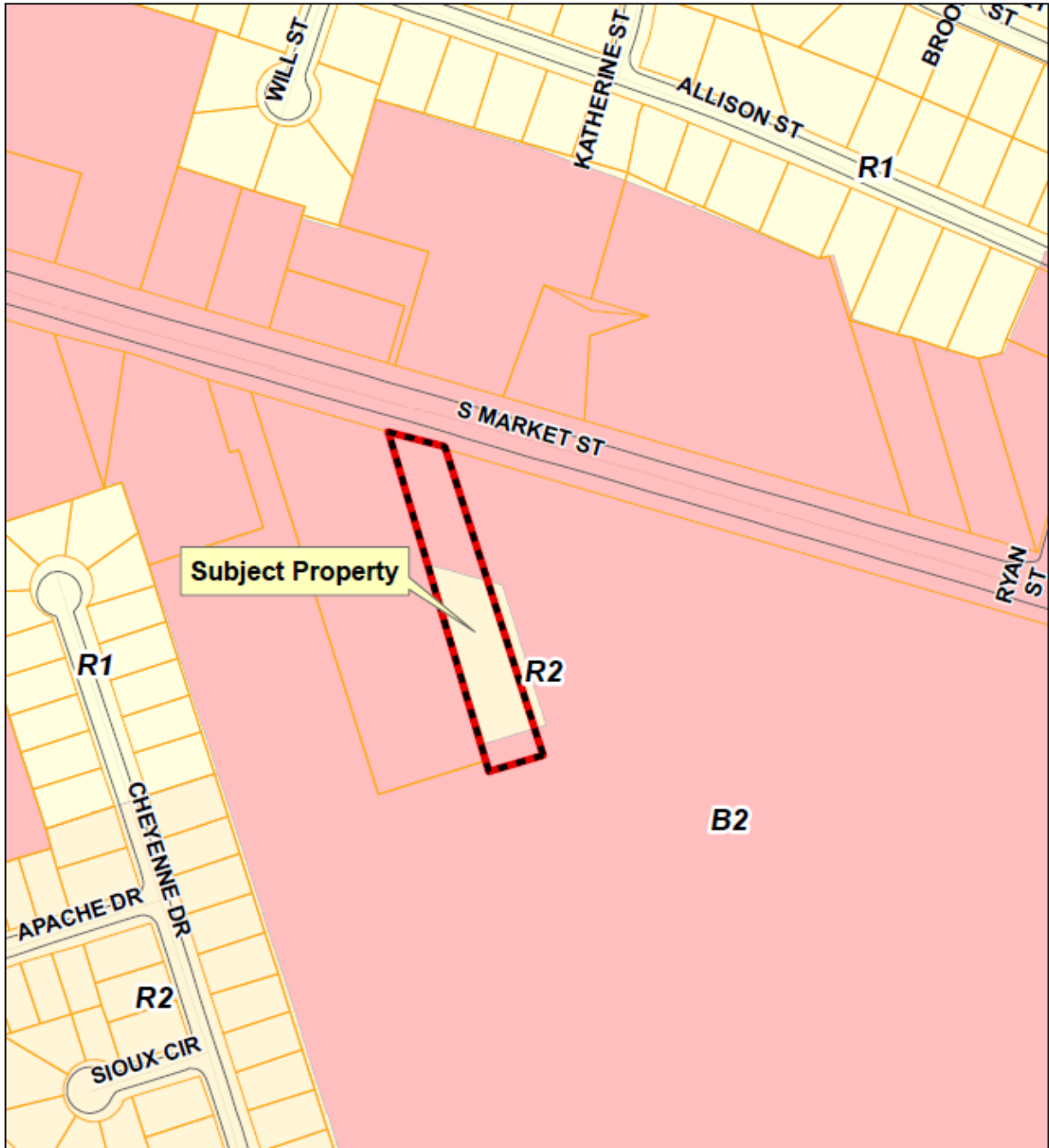
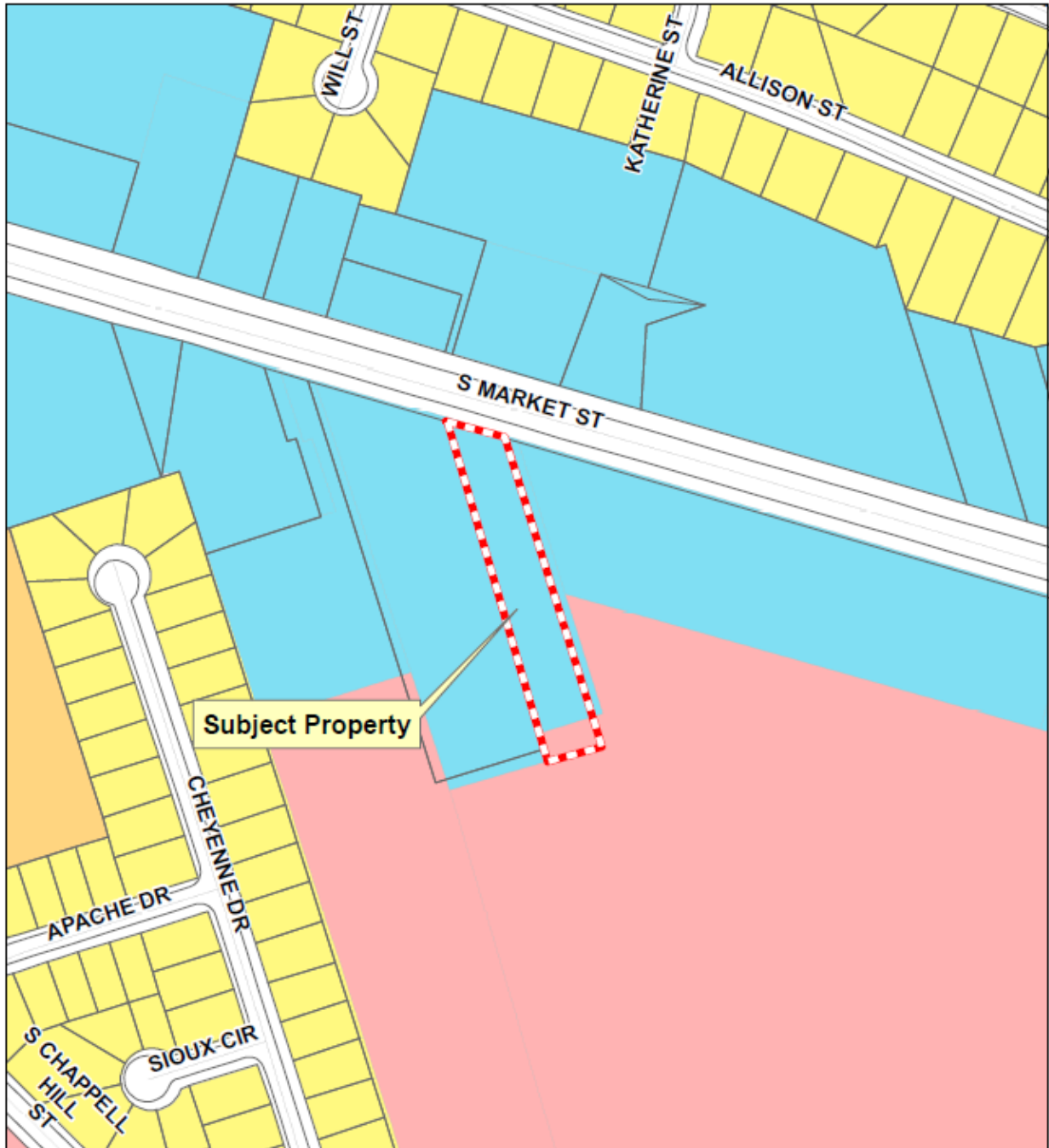


EXHIBIT "B"
ZONING MAP



1 inch = 214 feet

EXHIBIT "C"
FUTURE LAND USE MAP



FUTURE LAND USE MAP
EXHIBIT "C"

Future Land Use Plan		Mixed Use Blinn Adjacent
FLU_FINAL		Mixed Use Downtown Adjacent
Rural		Corridor Mixed Use
Open Space		Planned Development
Park		Downtown
Estate Residential		Local Public Facilities
Single Family Residential		Commercial
Manufactured Homes		Industrial
Multi-Family Residential		



1 inch = 214 feet

EXHIBIT "D"
ZONE CHANGE COVER LETTER



Brazos Trace, LLC
A Property Development Company

May 1, 2020

City of Brenham, Texas
Planning & Zoning Commission
200 W. Vulcan Street
Brenham, TX 77833

RE: Zone Change Request Cover Letter
2418 S Market Street, Brenham, Texas

A Zoning Change Permit is being requested for the property described below:

Property ID: R20322
Owner: Russell S. Schrader, et ux, Brooke G. Schrader
Property Address: 2418 S Market Street, Brenham, TX 77833
Legal Description: A0156 – Lang, John, N62 – Business 290 East, Tract 57, 1.071 Acres

According to the City of Brenham Maps the subject tract contains both R2 and B2 zoning designations. The Applicant and the Owner are seeking to change the zoning to be entirely B2. This rezoning will eliminate the split zoning condition, match the zoning of the surrounding properties, and will allow the Applicant and Owner to develop the property.

The subject tract contains a single-family residence and a barn. The site will be purchased by Brenham Market Square, LP and is planned to be used as either a contractor office or a sales office for future lot sales and development information. The ultimate development plan for the property is not yet known.

Thank you for your consideration. Please contact me should you have any questions or require any additional information.

Austin Love
Brazos Trace, LLC
ALOVE@brazostrace.com
Cell: 936.445.0136

EXHIBIT "E"
SITE PHOTOS





AGENDA ITEM 9

DATE OF MEETING: June 4, 2020		DATE SUBMITTED: May 20, 2020	
DEPT. OF ORIGIN: Parks and Recreation		SUBMITTED BY: Crystal Locke	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	
☐ EXECUTIVE SESSION	☒ REGULAR	☒ RESOLUTION	
	☐ WORK SESSION		
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Resolution No. R-20-021 Authorizing Execution of an Agreement with TxDOT for the Temporary Closure of State Right-of-Way in Connection with the 2020 Downtown Summer Concert Series (Hot Nights, Cool Tunes) to be held on July 11, 18, 25 and August 1, 2020			
SUMMARY STATEMENT: Hot Nights, Cool Tunes, is hosted by the City of Brenham and sponsored by local businesses. These are free public events with live entertainment, food vendors, a and classic car cruise-in. Brenham residents and visitors bring lawn chairs, set them up in the street, and enjoy fellowship and entertainment. Concerts are on Saturdays, July 11, 18, 25, and August 1, 2020 from 7:00 p.m. – 10:00 p.m. One lane of Alamo Street between Park Street and St. Charles Street will close at 2:00 p.m. for stage setup followed by both lanes of Alamo Street closing between Austin Street and Market Street from 4:00 p.m. to midnight or until the stage is removed. Estimated attendance per weekend is 2,500 people.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS:			
B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS: (1) Resolution No. R-20-021; (2) Agreement with TxDOT for the Temporary Closure of State Right-of-Way; and (3) Application for Event Permit			
FUNDING SOURCE (Where Applicable): N/A			
RECOMMENDED ACTION: Approve Resolution No. R-20-021 authorizing execution of an agreement with TxDOT for the temporary closure of state right-of-way in connection with the 2020 Downtown Summer Concert Series (Hot Nights, Cool Tunes) to be held on July 11, 18, 25, and August 1, 2020			
APPROVALS: James Fisher			

RESOLUTION NO. R-20-021

WHEREAS, the Texas Department of Transportation operates certain state highways within the City limits of the City of Brenham;

WHEREAS, the City of Brenham has received requests for street closings involving a portion of the state highway system within the City of Brenham;

WHEREAS, the Texas Department of Transportation and the City of Brenham have agreed to certain terms and conditions regarding the closing of a portion of the state highway system within the City limits for the purpose of said closings;

WHEREAS, the City Council of the City of Brenham has considered the foregoing and the aforesaid agreement and have agreed to be bound by the provisions thereof for the purpose of closing said streets for the 2020 Downtown Summer Concert Series, Hot Nights, Cool Tunes, to be held on **July 11, 18, 25, and August 1, 2020**.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, the Mayor of Brenham, acting on behalf of the City Council of the City of Brenham is hereby authorized to execute the attached agreement with the Texas Department of Transportation in connection with the closure of a portion of the state highway system within the City of Brenham associated with the 2020 Downtown Summer Concert Series, Hot Nights, Cool Tunes. This resolution is effective upon its adoption.

PASSED AND APPROVED this the 4th of June, 2020.

Milton Y. Tate, Jr., Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

STATE OF TEXAS §
COUNTY OF TRAVIS §

**AGREEMENT FOR THE TEMPORARY CLOSURE
OF STATE RIGHT OF WAY**

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of Brenham, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "local government."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including Alamo Street, in Washington, County; and

WHEREAS, the local government has requested the temporary closure of Alamo Street (Business 290) for the purpose of the 2020 Downtown Summer Concert Series, Hot Nights, Cool Tunes, from 2:00 p.m. to 12:00 a.m. on July 11, 18, 25, and August 1, 2020 as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the local government's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right of way will be performed within the State's requirements; and

WHEREAS, on the 4th day of June, 2020, the Brenham City Council passed Resolution / Ordinance No. R-20-021, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

A. The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.

C. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.

D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.

E. The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

F. The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

G. The local government hereby assures the State that there will be appropriate passage

allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the local government's traffic control plan.

H. The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period

that the local government and/or its contractors are encroaching upon the State right of way.

B. In the event the local government is a self-insured entity, the local government shall provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

Article 10. COMPLIANCE WITH LAWS

The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

Local Government:	State:
_____	Texas Department of Transportation
_____	_____
_____	_____
_____	_____

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF BRENHAM

Executed on behalf of the local government by:

Agreement No. _____

By _____ Date _____
City Official

Typed or Printed Name and Title _____

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

Exhibit A

This request is for closure of Alamo Street (Business 290) in Brenham, Texas (Washington County) as follows: One lane of Alamo Street (Business 290) from Park Street to St. Charles Street closing at 2:00 p.m. until 12:00 a.m.; both lanes of Alamo Street (Business 290) from Austin Street to Market Street closing at 4:00 p.m. until 12:00 a.m. on July 11, 18, 25, and August 1, 2020.

Streets will be barricaded with traffic control devices and staffed with personnel from the Brenham Police Department and Citizens on Patrol.

The proposed activity that requires these street closures is the Downtown Summer Concert Series, Hot Nights, Cool Tunes held on the last three Saturdays in July and the first Saturday in August. These are free concerts for the public with live entertainment, food vendors, and a classic car cruise-in. Brenham residents and visitors bring lawn chairs, set them up in the street, and enjoy fellowship and entertainment. Estimated attendance per event is approximately 2,500.

Exhibit B

RESOLUTION NO. R-20-021

WHEREAS, the Texas Department of Transportation operates certain state highways within the City limits of the City of Brenham;

WHEREAS, the City of Brenham has received requests for street closings involving a portion of the state highway system within the City of Brenham;

WHEREAS, the Texas Department of Transportation and the City of Brenham have agreed to certain terms and conditions regarding the closing of a portion of the state highway system within the City limits for the purpose of said closings;

WHEREAS, the City Council of the City of Brenham has considered the foregoing and the aforesaid agreement and have agreed to be bound by the provisions thereof for the purpose of closing said streets for the 2020 Downtown Summer Concert Series, Hot Nights, Cool Tunes, to be held on **July 11, 18, 25, and August 1, 2020**.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, the Mayor of Brenham, acting on behalf of the City Council of the City of Brenham is hereby authorized to execute the attached agreement with the Texas Department of Transportation in connection with the closure of a portion of the state highway system within the City of Brenham associated with the 2020 Downtown Summer Concert Series, Hot Nights, Cool Tunes. This resolution is effective upon its adoption.

PASSED AND APPROVED this the 4th of June 2020.

Milton Y. Tate, Jr., Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary

Exhibit C

This request is for closure of Alamo Street (Business 290) in Brenham, Texas (Washington County) as follows: One lane of Alamo Street (Business 290) from Park Street to St. Charles Street closing at 2:00 p.m. until 12:00 a.m.; both lanes of Alamo Street (Business 290) from Austin Street to Market Street closing at 4:00 p.m. until 12:00 a.m. on July 11, 18, 25, and August 1, 2020.

Streets will be barricaded with traffic control devices and staffed with personnel from the Brenham Police Department and Citizens on Patrol.

The proposed activity that requires these street closures is the Downtown Summer Concert Series, Hot Nights, Cool Tunes held on the last three Saturdays in July and the first Saturday in August. These are free concerts for the public with live entertainment, food vendors, and a classic car cruise-in. Brenham residents and visitors bring lawn chairs, set them up in the street, and enjoy fellowship and entertainment. Estimated attendance per event is approximately 2,500.

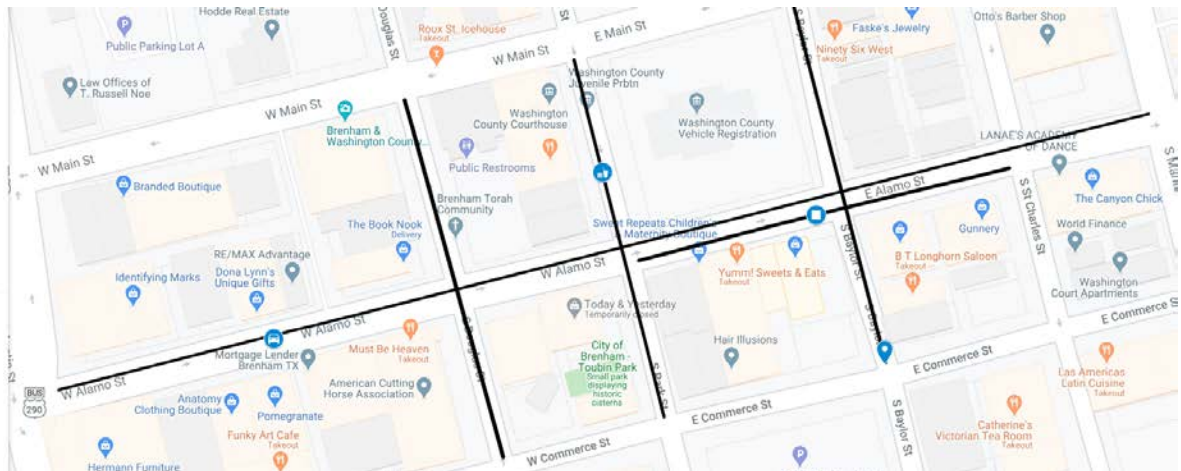
Hot Nights, Cool Tunes – Location Map

July 11, 18, 25, and August 1, 2020

7:00pm-10:00pm

Street Closures and Information

- ◀ One-lane of Alamo closed at 2pm for stage...
- ◀ Alamo Street (both lanes) close at 4pm; re...
- Stage
- ◀ Park Street closed from Commerce Street L...
- Food Vendor
- Classic Car Cruise-In
- ◀ Baylor Street from Commerce to Alamo clo...
- Emergency Access Point
- ◀ Douglas Street from Commerce Street to M...



APPLICATION FOR EVENT PERMIT

1. Name of sponsoring organization: City of Brenham
2. Name of individual making application on behalf of sponsoring organizations: Crystal Locke
3. Purpose of the event: Community event promoting Downtown Brenham
4. Proposed date(s) of event: Saturday, July 11, 18, 25, & August 1, 2020
5. Event start date and time: Saturday, July 11, 18, 25, & August 1, 2020 at 7:00pm
6. Event set-up times: From 2:00pm to 7:00pm
7. Breakdown/cleanup: From 10:00pm to 12:00am or until stage is removed
8. Describe types of activities planned (entertainment, food booths, theme of items for sale, etc.):
Live music; classic car cruise-in; food vendors
9. Estimated attendance (event organizers and spectators): Approx. 2,500 per concert
10. Special Requests and/or additional information related to this event:

Filing Fee \$10.00

11. Street Closure Times: Beginning at July 11, 18, 25, & August 1, 2020 at various times
(Date and time)

Ending at: July 11, 18, 25, & August 1, 2020 at midnight or until stage is removed
(Date and time)

12. Street Closings:**

<u>Baylor</u>	from	<u>Commerce</u>	to	<u>Alamo at noon</u>
<u>Alamo (one-lane)</u>	from	<u>Park</u>	to	<u>St. Charles at 2pm</u>
<u>Alamo</u>	from	<u>Austin</u>	to	<u>Market at 4pm</u>
<u>Park</u>	from	<u>Commerce</u>	to	<u>Main at 4pm</u>
<u>Douglas</u>	from	<u>Commerce</u>	to	<u>Main at 4pm</u>
<u>Baylor</u>	from	<u>Alamo</u>	to	<u>Main at 4pm</u>

**Please provide a map of closures

APPLICANT

C. Locke
Signature

Date: 05/18/2020

Crystal Locke
Printed Name

Contact Phone Number: 979-337-7254

CITY OF BRENHAM

By: _____
City Secretary

Date: _____

Hot Nights, Cool Tunes

July 11, 18, 25, and August 1, 2020

7:00pm-10:00pm

Street Closures and Information

- ⚡ One-lane of Alamo closed at 2pm for stage...
- ⚡ Alamo Street (both lanes) close at 4pm, re...
- 📍 Stage
- ⚡ Park Street closed from Commerce Street L...
- 🍷 Food Vendor
- 🚗 Classic Car Cruise-In
- ⚡ Baylor Street from Commerce to Alamo clo...
- 📍 Emergency Access Point
- ⚡ Douglas Street from Commerce Street to M...



[Link to interactive map](#)



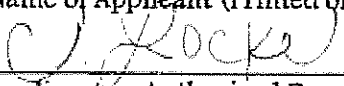
AGENDA ITEM 10

DATE OF MEETING: June 4, 2020	DATE SUBMITTED: May 29, 2020
DEPT. OF ORIGIN: Parks and Recreation	SUBMITTED BY: Crystal Locke
MEETING TYPE: ☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	CLASSIFICATION: ☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION
ORDINANCE: ☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon a Noise Variance in Connection with the 2020 Downtown Summer Concert Series (Hot Nights, Cool Tunes) to be Held from 2:00 p.m. to Midnight on July 11, 18, 25 and August 1, 2020 and Authorize the Mayor to Execute Any Necessary Documentation	
SUMMARY STATEMENT: The City of Brenham Community Programs submitted a request for a Noise Variance for the 4-night concert series this year. The dates and times include Saturday, July 11; Saturday, July 18; Saturday, July 25; and Saturday, August 1, 2020; from 2:00 p.m. (when sound set-up begins) to Midnight. There will be a free concert, food and beverage vendors, and a classic car cruise-in. They will have bands and a sound amplification system, which require a Noise Variance. The Brenham Police Department and the Brenham Fire Department have approved the noise variance request. <u>This item is contingent upon the approval of Item No. 9.</u>	
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: (1) Noise Variance Request	
FUNDING SOURCE (Where Applicable): N/A	
RECOMMENDED ACTION: Approve a noise variance in connection with the 2020 Downtown Summer Concert Series (Hot Nights, Cool Tunes) to be held from 2:00 p.m. to Midnight on July 11, 18, 25 and August 1, 2020 and authorize the Mayor to execute any necessary documentation	
APPROVALS: James Fisher	

NOISE VARIANCE REQUEST

Application Fee \$10.00

1. Name of sponsoring organization: City of Brenham
2. Name and address of individual making application on behalf of sponsoring organization: _____
Crystal Locke - Community Services Specialist
P.O. Box 1059 Brenham, Texas 77834-1059
3. Purpose of the Event: Community event promoting Downtown Brenham
4. Location of Event: Downtown Brenham - Courthouse Square
5. Date of the event: July 11, 18, 25, and August 1, 2020
6. Time of Event: 7:00pm-10:00pm
7. Event Set-up: From: 2:00pm To: 7:00pm
Event Clean-up: From: 10:00pm To: 12:00am - or until stage is removed
8. You are required to describe the following:
 - a) Types of Activities Planned and any additional information specific to this event: _____
Live music; classic car cruise-in; food vendors
 - b) Bands/Musical Instruments: Average 6-7 band members
 - c) Sound amplification equipment: Yes
 - d) Cleanup provisions: Working with City Departments

Crystal Locke
Name of Applicant (Printed or Typed)

Applicant or Authorized Person's Signature

Date: 05/18/2020
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):



AGENDA ITEM 11

DATE OF MEETING: June 4, 2020	DATE SUBMITTED: May 28, 2020															
DEPT. OF ORIGIN: Human Resources	SUBMITTED BY: Susan Nienstedt															
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;">MEETING TYPE:</td> <td style="width: 33%; vertical-align: top;">CLASSIFICATION:</td> <td style="width: 33%; vertical-align: top;">ORDINANCE:</td> </tr> <tr> <td>☒ REGULAR</td> <td>☐ PUBLIC HEARING</td> <td>☐ 1ST READING</td> </tr> <tr> <td>☐ SPECIAL</td> <td>☐ CONSENT</td> <td>☐ 2ND READING</td> </tr> <tr> <td>☐ EXECUTIVE SESSION</td> <td>☒ REGULAR</td> <td>☒ RESOLUTION</td> </tr> <tr> <td></td> <td>☐ WORK SESSION</td> <td></td> </tr> </table>		MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	☐ EXECUTIVE SESSION	☒ REGULAR	☒ RESOLUTION		☐ WORK SESSION	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:														
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING														
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING														
☐ EXECUTIVE SESSION	☒ REGULAR	☒ RESOLUTION														
	☐ WORK SESSION															
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Resolution No. R-20-022 Amending the City of Brenham Human Resources Policy Manual																
SUMMARY STATEMENT: The revisions to the Human Resource policy manual are presented today for approval by resolution on June 4, 2020. We have drafted an Early Retirement Program that will reward employees for their longevity at the City (their many years of dedication to the organization, community, and each other), and provide medical insurance for a smooth transition into retirement. The program will be offered every five years to eligible employees. Eligibility is defined according to the City's TMRS plan provisions of twenty years of service at any age, or five years of service at age sixty. Employees who complete thirty (30) years of service with the City of Brenham, will be able to take advantage of the program at any time.																
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:																
ALTERNATIVES (In Suggested Order of Staff Preference):																
ATTACHMENTS: (1) Resolution No. R-20-022 (excluding Exhibit A)																
FUNDING SOURCE (Where Applicable):																
RECOMMENDED ACTION: Approval of Resolution No. R-20-022 Amending the City of Brenham Human Resources Policy Manual																
APPROVALS: James Fisher																

RESOLUTION NO. R-20-022

A RESOLUTION APPROVING AMENDMENTS TO THE CITY OF BRENHAM HUMAN RESOURCES POLICY MANUAL

WHEREAS, the Brenham City Council desires to establish certain policies and provide direction for certain matters affecting employment, employees, and related benefits; and

WHEREAS, the City of Brenham Human Resources Policy Manual was adopted by City Council on February 7, 2019, and revised with the passage of Resolution No. R-19-029 on October 3, 2019; and

WHEREAS, since that time, the need to add to the policy has arisen, and

WHEREAS, City staff has prepared revisions to the Human Resources Policy Manual which update the policies to reflect an Early Retirement Program; and

WHEREAS, it is in the best interest of the City of Brenham to adopt such revisions and amendments to the Human Resources Policy Manual; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Brenham, Texas as follows:

Section 1: That the recitals set forth above are incorporated herein for all purposes as if fully set forth in the body of this Resolution.

Section 2: That the City Council of the City of Brenham hereby adopts the revisions as set forth in the revised Human Resources Policy Manual for the City of Brenham attached hereto as “Exhibit A” and incorporated herein for all purposes.

Section 3: That this Resolution shall be in full force and effect after its passage and approval according to law.

PASSED and APPROVED this the 4th day of June 2020.

Milton Y. Tate, Jr.
Mayor

ATTEST:

Jeana Bellinger, TRMC, CMC
City Secretary



AGENDA ITEM 12

DATE OF MEETING: June 4, 2020	DATE SUBMITTED: May 28, 2020
DEPT. OF ORIGIN: Public Works	SUBMITTED BY: Dane Rau

MEETING TYPE:	CLASSIFICATION:	ORDINANCE:
☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	☐ 1ST READING ☐ 2ND READING ☐ RESOLUTION

AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Award of Bid for Project No. 62C-70C/65C-49C Related to the 2020 Burleson Street Utility Extensions and Authorize the Mayor to Execute Any Necessary Documentation

SUMMARY: On May 21, 2020 the City of Brenham and Strand Associates opened bids regarding sanitary sewer and gas extension work along Burleson St. These extensions are in areas that were annexed in 2008 and on the sanitary sewer side and are now requesting service. The gas extension will create a looped feed from Burleson to Highway 36N. With work being done on the sewer side we opted to include an alternate on having the contractor conduct the gas extension at the same time.

There were 6 bids received with J&D Construction submitting the lowest bid. The base bid for the sanitary sewer extension was \$122,815.69 and the alternate bid consisting of the gas line extension was \$47,648.85. Strand has conducted a review of the lowest bidder and on the reference checks received positive information back. Strand also went over the bid with J&D Construction and they are comfortable with their bid submittal.

During the bid review process Strand and Associates noted a couple incomplete items that were required in the instructions to bidders and bid forms. (1.) Bid Bond - not notarized and surety's power of attorney not provided; (2) Form 434/1295 - Certificate of Interested Parties; and (3) Form 455 - Affidavit of Ownership or control. We have spoken with Cary about proceeding with the award and all indications are that the bid is allowed to be awarded to J&D Construction. We have also requested these forms be turned in with completeness and expect them prior to recommendation of award.

Based on our findings and review from legal we would like to ask Council to award the base bid along with alternate bid to J&D Construction in the amount of \$170,464.54. The sanitary sewer will be funded by FY20 Bond proceeds and wastewater reserves. The gas extension will be funded by gas reserves. Each one of the extensions will allow annexed areas options to utilize each one of these services.

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):
A. PROS: Will provide sanitary sewer and gas service to this part of city limits.
B. CONS: None at this point
ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS: (1) Bid Tabulation Summary; (2) Resulting Bid Tabulation Letter; and (3) Map
FUNDING SOURCE (Where Applicable): FY20 Bond Proceeds and Sewer and Gas Reserves
RECOMMENDED ACTION: Approve the award of bid for Project No. 62C-70C/65C-49C to J&D Construction, in the amount of \$170,464.54 including the base bid and alternate bid, related to the 2020 Burleson Street Utility Extensions and authorize the Mayor to execute any necessary documentation
APPROVALS: James Fisher

Bids Received: 3:00 P.M.
May 21, 2020

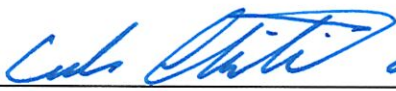
STRAND ASSOCIATES, INC.®
1906 Niebuhr Street
Brenham, TX 77833

2020 BURLESON STREET UTILITY EXTENSIONS
CONTRACT 62C-70C/65C-49C
CITY OF BRENHAM, TEXAS

BID TABULATION SUMMARY

Bidder and Address	Bid Bond	Addenda Acknowledged	Base Bid	Alternate Bid
J & D Construction 4930 FM 1751 Bronson, TX 75930	5%-Not Notarized	N/A	\$122,815.69	\$47,648.85
Elliott Construction, LLC 9915 South State Highway 6 Bryan, TX 77807	5%	N/A	\$172,628.40	\$117,480.00
Solid Bridge Construction, LLC 1204 Sam Houston Avenue. #1 Huntsville, TX 77340	5%	N/A	\$228,942.00	\$105,220.00
Vaca Underground Utilities, Inc. 6602 Mount Houston Road. Houston, TX 77050	5%	N/A	\$285,603.00	\$70,450.00
R Construction Civil, LLC 800 Wilcrest Drive, Suite 360 Houston, TX 77042	5%	N/A	\$294,136.30	\$94,854.00
Denbow Company, Inc. 2780 West US Highway 290, Building A Dripping Springs, TX 78620	5%	N/A	\$414,308.00 *\$414,848.00	\$168,425.00

* CONTRACTOR'S COMPUTED TOTAL

Reviewed by:  05/28/2020



 5/28/2020

Bids Received: 3:00 P.M., May 21, 2020

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

2020 BURLESON STREET UTILITY EXTENSIONS
CONTRACT 62C-70C/65C-49C
CITY OF BRENHAM, TEXAS
BID TABULATION BREAKDOWN

			J & D Construction 4930 FM 1751 Bronson, TX 75930	Elliott Construction, LLC 9915 S. State Hwy 6 Bryan, TX 77807	Solid Bridge Construction, LLC 1204 Sam Houston Ave. #1 Huntsville, TX 77340	Vaca Underground Utilities, Inc. 6602 Mount Houston Rd. Houston, TX 77050	R Construction Civil, LLC 800 Wilcrest Drive, Suite 360 Houston, TX 77042	Denbow Company, Inc. 2780 W. US Hwy 290, Bldg. A Dripping Springs, TX 78620	
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	Mobilization.		1 LS	\$ 12,500.00	\$ 12,500.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00
2.	Install 5-LF of 6-IN ASTM D-2241 SDR 26 PVC Sanitary Sewer Stub out and Install 6-IN Cap by Open Cut, Complete in Place.		1 LS	\$ 556.89	\$ 556.89	\$ 150.00	\$ 1,600.00	\$ 400.00	\$ 2,250.00
3.	Tie Proposed 8-IN Sanitary Sewer to Existing Manhole, Complete in Place.		1 EA	\$ 613.20	\$ 613.20	\$ 800.00	\$ 1,250.00	\$ 2,500.00	\$ 5,500.00
4.	8-IN ASTM D-2241 SDR 26 PVC Sanitary Sewer by Open Cut, Depths 0- to 6-FT, Complete in Place.		54 LF	\$ 31.88	\$ 1,721.52	\$ 34.00	\$ 1,890.00	\$ 70.00	\$ 3,780.00
5.	8-IN ASTM D-2241 SDR 26 PVC Sanitary Sewer by Open Cut, Depths 6- to 8-FT, Complete in Place.		352 LF	\$ 31.88	\$ 11,221.76	\$ 42.00	\$ 14,784.00	\$ 70.00	\$ 24,640.00
6.	8-IN ASTM D-2241 SDR 26 PVC Sanitary Sewer by Open Cut, Depths 8- to 10-FT, Complete in Place.		801 LF	\$ 33.88	\$ 27,137.88	\$ 45.00	\$ 36,045.00	\$ 120.00	\$ 96,120.00
7.	8-IN ASTM D-2241 SDR 26 PVC Sanitary Sewer by Open Cut, Depths Greater than 10-FT, Complete in Place.		356 LF	\$ 35.88	\$ 12,773.28	\$ 50.00	\$ 17,800.00	\$ 120.00	\$ 42,720.00
8.	Construct 4-FT Diameter Precast Concrete Manhole, Standard Depth 0- to 6-FT, Complete in Place.		6 EA	\$ 2,523.94	\$ 15,143.64	\$ 4,600.00	\$ 23,100.00	\$ 5,000.00	\$ 30,000.00
76									
									*\$ 53,880.00

			J & D Construction 4930 FM 1751 Bronson, TX 75930	Elliott Construction, LLC 9915 S. State Hwy 6 Bryan, TX 77807	Solid Bridge Construction, LLC 1204 Sam Houston Ave. #1 Huntsville, TX 77340	Vaca Underground Utilities, Inc. 6602 Mount Houston Rd. Houston, TX 77050	R Construction Civil, LLC 800 Wilcrest Drive, Suite 360 Houston, TX 77042	Denbow Company, Inc. 2780 W. US Hwy 290, Bldg. A Dripping Springs, TX 78620	
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
9.	Construct Additional Vertical Depth in Feet above 6-FT Standard Manhole Depth, Complete in Place.	18.2	VF	\$ 178.82	\$ 3,254.52	\$ 202.00	\$ 3,676.40	\$ 500.00	\$ 9,100.00
10.	Trench Safety for Depths Less than 10-FT, Complete in Place.	1,207	LF	\$ 1.00	\$ 1,207.00	\$ 2.00	\$ 2,414.00	\$ 1.00	\$ 1,207.00
11.	Trench Safety for Depths Greater than 10-FT, Complete in Place.	356	LF	\$ 1.00	\$ 356.00	\$ 2.00	\$ 712.00	\$ 1.00	\$ 356.00
12.	Site Restoration, Seeding, and Cleanup, Complete in Place.	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
13.	Install 4-IN PVC Service Line Lead, with 8-IN x 4-IN Tee, 4-IN Service Cleanout in Side Meter Box at the Property Boundary, Complete in Place.	12	EA	\$ 1,000.00	\$ 12,000.00	\$ 1,850.00	\$ 22,200.00	\$ 2,500.00	\$ 30,000.00
14.	Perform Flexible and Base Backfill Repair in City Streets.	1,683	LF	\$ 10.00	\$ 16,830.00	\$ 17.00	\$ 28,611.00	\$ 25.00	\$ 42,075.00
15.	Provide Traffic Control in Accordance with TMUTCD, Complete in Place.	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 12,500.00	\$ 12,500.00
ENGINEER'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 15					\$122,815.69		\$172,628.40		\$228,942.00
CONTRACTOR'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 15					\$122,815.69		\$172,628.40		\$228,942.00

* CONTRACTOR'S COMPUTED TOTAL

Reviewed by  05/09/2020

Bids Received: 3:00 P.M., May 21, 2020

STRAND ASSOCIATES, INC.
1906 Niebuhr Street
Brenham TX 77833

2020 BURLESON STREET UTILITY EXTENSIONS

CONTRACT 62C-70C/65C-49C

CITY OF BRENHAM, TEXAS

ALTERNATIVE BID

			J & D Construction 4930 FM 1751 Bronson, TX 75930		Elliott Construction, LLC 9915 S. State Hwy 6 Bryan, TX 77807		Solid Bridge Construction, LLC 1204 Sam Houston Ave. #1 Huntsville, TX 77340		Vaca Underground Utilities, Inc. 6602 Mount Houston Rd. Houston, TX 77050		R Construction Civil, LLC 800 Wilcrest Drive, Suite 360 Houston, TX 77042		Denbow Company, Inc. 2780 W. US Hwy 290, Bldg. A Dripping Springs, TX 78620		
No.	Description	Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1.	2-IN ASTM 2513 SDR-11 Polyethylene Gas Pipe with Trace Wire by Open Cut, Complete in Place.	2,640	LF	\$ 11.90	\$ 31,416.00	\$ 34.00	\$ 89,760.00	\$ 18.00	\$ 47,520.00	\$ 15.00	\$ 39,600.00	\$ 15.00	\$ 39,600.00	\$ 24.95	\$ 65,868.00
2.	2-IN ASTM 2513 SDR-11 Polyethylene Gas Pipe with Trace Wire by Bore, No Casing, Complete in Place.	620	LF	\$ 11.90	\$ 7,378.00	\$ 24.00	\$ 14,880.00	\$ 50.00	\$ 31,000.00	\$ 15.00	\$ 9,300.00	\$ 53.00	\$ 32,860.00	\$ 89.00	\$ 55,180.00
3.	2-IN ASTM 2513 SDR-11 Polyethylene Gas Pipe with Trace Wire by Directional Bore, Complete in Place.	350	LF	\$ 11.90	\$ 4,165.00	\$ 24.00	\$ 8,400.00	\$ 50.00	\$ 17,500.00	\$ 15.00	\$ 5,250.00	\$ 43.00	\$ 15,050.00	\$ 104.00	\$ 36,400.00
4.	2-IN Polyethylene Valve and Valve Box, Complete in Place.	3	EA	\$ 395.90	\$ 1,187.70	\$ 400.00	\$ 1,200.00	\$ 1,250.00	\$ 3,750.00	\$ 1,000.00	\$ 3,000.00	\$ 700.00	\$ 2,100.00	\$ 435.00	\$ 1,305.00
5.	2-IN Polyethylene 90° Bend, Complete in Place.	4	EA	\$ 130.10	\$ 520.40	\$ 240.00	\$ 960.00	\$ 800.00	\$ 3,200.00	\$ 200.00	\$ 800.00	\$ 11.00	\$ 44.00	\$ 110.00	\$ 440.00
6.	Tie-In New 2-IN Polyethene to Existing 2-IN Polyethene Line, Complete in Place.	1	EA	\$ 150.00	\$ 150.00	\$ 1,140.00	\$ 1,140.00	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	\$ 200.00	\$ 200.00	\$ 3,275.00	\$ 3,275.00
7.	Make 2-IN Hot Tap on Existing 4-IN Poly Gas Line, Complete in Place.	1	EA	\$ 2,831.75	\$ 2,831.75	\$ 1,140.00	\$ 1,140.00	\$ 1,250.00	\$ 1,250.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,957.00	\$ 5,957.00
ENGINEER'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 7					\$ 47,648.85		\$117,480.00		\$ 105,220.00		\$ 70,450.00		\$ 94,854.00		\$ 168,425.00
CONTRACTOR'S COMPUTED TOTAL ITEMS NO. 1 THROUGH 7					\$ 47,648.85		\$117,480.00		\$ 105,220.00		\$ 70,450.00		\$ 94,854.00		\$ 168,425.00

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78 Reviewed by  05/28/2020



Strand Associates, Inc.®

1906 Niebuhr Street

Brenham, TX 77833

(P) 979-836-7937

May 28, 2020

Mr. Donald Reese, Assistant City Manager
City of Brenham
200 West Vulcan
Brenham, TX 77833

Re: 2020 Burleson Street Utility Extensions
Project No. 62C-70C/65C-49C
City of Brenham, Texas

Dear Donald:

Bids for the above-referenced project were opened on May 21, 2020. Six bids were received with the resulting bid tabulation enclosed. The low bid of \$170,464.54 was less than ENGINEER's opinion of probable construction cost.

J&D Construction of Bronson, Texas, was the apparent low bidder at \$170,464.54. The bid did include a bid bond for 5 percent, but it was not notarized.

Strand Associates, Inc.® has not had previous experience with J&D Construction.

If you determine that J&D Construction is a responsible bidder after your evaluation of their qualifications, we recommend proceeding with award of the Contract in accordance with Article 19 of the Instructions to Bidders.

Sincerely,

STRAND ASSOCIATES, INC.®

Cole C. Christian

Enclosure

TBPE No. F-8405
TBPLS No. 10030000

3900.246\CCC.rtl\BREN Documents\Specifications\Archive\2020\Brenham, City of\3900.246.62C-70C.65C-49C.CCC(16) Specification Letters(a) Resulting Bid Tabulation\052820.docx



Future Burleson St Gas & Water Extensions

- Sewer Extension
- Gas Extension
- Existing Gas
- Existing Sewer

1 inch = 400 feet





AGENDA ITEM 13

DATE OF MEETING: June 4, 2020	DATE SUBMITTED: May 26, 2020
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: Discussion and Update on the City of Brenham's COVID-19 (Coronavirus) Response and Recovery Efforts	
SUMMARY STATEMENT: City Manager James Fisher will provide the City Council with an update on the City's COVID-19 response and recovery efforts.	
STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference): N/A	
ATTACHMENTS: None	
FUNDING SOURCE (Where Applicable): N/A	
RECOMMENDED ACTION: No action needed – discussion and update only.	
APPROVALS: James Fisher	