

MINUTES

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

August 8, 2019

A regular meeting of the Brenham Community Development Corporation was held on August 8, 2019, at City Hall, 2nd Floor Conference Room, 200 W. Vulcan, Brenham, Texas beginning at 7:30 a.m.

Board members present were Charles Moser, Atwood Kenjura, Darrell Blum, John Hasskarl and Gary Crocker.

Board members not present were David Cone and Bill Betts.

City of Brenham staff members present were James Fisher, Carolyn Miller, Lowell Ogle, Jeana Bellinger, Dane Rau, Stephanie Doland, Susan Cates and Rebecca Ruffino.

Others in attendance were Mayor Milton Tate.

- 1. Chairman Charles Moser called the meeting to order.**
- 2. Invocation and Pledges to the U.S. and Texas Flags followed.**
- 3. Discuss and Possibly Act Upon the Approval of Minutes from the May 9, 2019 Regular Meeting**

A motion was made by Atwood Kenjura and seconded by Darrell Blum to approve the minutes from the May 9, 2019 regular meeting.

Chairman Moser called for a vote. The motion passed with the Board voting as follows:

Chairman Charles Moser	Yes
Board Member Bill Betts	Absent
Board Member Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Absent

4. Discuss and Possibly Act Upon FY2018-19 Third Quarter Financial Report

Assistant City Manager and Chief Financial Officer Carolyn Miller presented this item. Miller explained that the FY19, sales tax revenue budget was increased by 4% over the prior year's revised annual estimate. Miller stated that with eight months of collections, FY19 sales tax revenue is trending above budgeted levels and cumulatively, FY19 sales tax revenue is \$32,656 ahead of budget. A budget estimate was used for June 2019 collections.

Miller stated that the *Economic Development* operations report shows an operating surplus of \$161,482 through the third quarter of FY19 and all expenditures are within budget levels. She advised the Board that on the *Recreation* side, eighteen (18) of the twenty-five (25) approved parks and recreation projects for FY19 have been completed as of the third quarter. All other funded projects are in progress and are expected to be completed during the fourth quarter of FY19 with the exception of Phase II of the Henderson Park Improvements project which will carry over to FY20.

Miller explained that a \$500,000 budgeted transfer of fund balance reserves to the BCDC Capital Projects Fund was done in the third quarter. Miller stated that the \$500,000 will be designated as matching funds for a Texas Parks and Wildlife Grant for the Southside Family Park. Approximately \$400,000 of the original \$657,000 allocated for new park infrastructure costs is also available for future project expenditures. As a result of this transfer, the *Recreation* side ended the quarter with an operating deficit of \$108,977.

A motion was made by Gary Crocker and seconded by John Hasskarl to approve the FY2018-19 third quarter financial statements as presented.

Chairman Moser called for a vote. The motion passed with the Board voting as follows:

Chairman Charles Moser	Yes
Board Member Bill Betts	Absent
Board Member Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Absent

5. Discuss and Possibly Act Upon a Resolution Authorizing the Conveyance of Approximately 1.1717 Acres of Land from the Brenham Community Development Corporation to Del Sol Foods, Inc. for Future Development

Director of Economic Development Susan Cates presented this item. Cates explained that Del Sol Food Company, Inc. acquired the former Advanced Data Storage building located at 3151 South Blue Bell Road in July 2019. Cates stated that Del Sol intends to utilize this 57,000 square foot building to expand their existing business and that the expansion involves a \$7.7M capital investment into the Brenham community and will result in an estimated 10 additional jobs over their current employment base of 62.

Cates explained that BCDC currently owns an approximate 1.1717-acre drainage easement located between the existing Del Sol property and the ADS property and that with Del Sol's business expansion, staff is asking BCDC to convey the drainage easement to Del Sol to allow for their continued expansion and to relieve BCDC from future maintenance responsibility of this tract.

A motion was made by Darrell Blum and seconded by Gary Crocker to authorize the conveyance of approximately 1.1717 acres of land from the Brenham Community Development Corporation to Del Sol Foods, Inc. for future development.

Chairman Moser called for a vote. The motion passed with the Board voting as follows:

Chairman Charles Moser	Yes
Board Member Bill Betts	Absent
Board Member Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Absent

6. Administrative Updates

➤ Update on review of Operations & Maintenance (O&M) costs for new projects

BCDC President James Fisher advised that City staff is currently reviewing O&M costs for several upcoming projects and will update the Board at a future meeting.

➤ Update on Lowell's Retirement Party

Fisher informed the Board that a retirement party for Lowell Ogle will be held on September 26, 2019 on the first floor of City Hall from 4-7 p.m.

Adjourn

The meeting was adjourned.

Charles Moser

Chairman

ATTEST:

Jeana Bellinger, TRMC, CMC

City Secretary/Director of Administrative Services
BCDC Secretary