

MINUTES

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

August 18, 2022

A regular meeting of the Brenham Community Development Corporation was held on Thursday, August 18, 2022 at City Hall, Conference Room 2A, 200 W. Vulcan, Brenham, Texas beginning at 7:30 a.m.

Board members present were Darrell Blum, John Hasskarl, Bill Betts, Ken Miller, Jim Kolkhorst, Charles Moser and Gary Crocker.

Board members absent: None

City of Brenham staff members present were Carolyn Miller, Jeana Bellinger, Dane Rau, Susan Cates, Stacy Hardy, Casey Redman, Kyle Branham, Jennifer Hill and Tammy Jaster.

Others present were Jared Engelke.

- 1. Chairman Charles Moser called the meeting to order**
- 2. Invocation and Pledges to the U. S. and Texas Flags – City Manager Carolyn Miller**
- 3. Discuss and Possibly Act Upon Minutes from the April 21, 2022 Regular Meeting and the May 27, 2022 and June 9, 2022 Special Meetings**

A motion was made by John Hasskarl and seconded by Ken Miller to approve the minutes from the April 21, 2022 Regular Meeting and the May 27, 2022 and June 9, 2022 Special Meetings.

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	Yes
Board Member Bill Betts	Yes
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

4. Discuss and Possibly Act Upon FY2021-22 Third Quarter Financial Statements

Director of Finance – Stacy Hardy presented this item to the Board. Hardy explained the following details about the financial statements:

Sales Tax Revenue

- Sales tax revenue budget increased by 3% over the prior year’s revised annual estimate. October thru June collections are \$269,527 above budget.

Financial Statements – Fund 250

- Economic Development: Currently have an operating surplus of \$347,925 for the third quarter of FY22. All operating expenditures are within budgeted levels.
- Recreation: Ended the third quarter with an operating surplus of \$266,248. Eleven (11) of the seventeen (17) approved projects were completed as of the end of the third quarter, June 30, 2022.

BCDC Capital Projects – Fund 252

- A fund balance of \$,130,378 remains for the Brenham Family Park project expenditures. As of the end of the third quarter, the Texas Parks and Wildlife Grant of \$750,000 had not been received.

A motion was made by Darrell Blum and seconded by Ken Miller to approve the FY2021-22 third quarter financial report as presented.

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	Yes
Board Member Bill Betts	Yes
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

5. Discuss and Possibly Act Upon the Allocation of Funds for Design, Engineering and Construction Services Related to the City of Brenham Family Park’s Main Creek Crossing and Authorize the President to Execute Any Necessary Documentation

Public Works Director Dane Rau presented this item. Rau explained that in moving forward on enhancements to the Brenham Family Park and preparing for the long-term, staff has reached out to Strand Associates to design a vehicular creek crossing structure which will allow connection between the 38 acres on the south side of the park with the 70 + acres on the north side of the park.

Rau advised the Board that staff received a Professional Services Agreement from Strand to start the preliminary and final design, topographic survey, geotechnical work, as well as bidding and construction-related services for the crossing. The engineering work is valued at \$48,000 with the current estimate related to the construction of this project at \$270,000. Rau asked the Board to approve the allocation of \$48,000 for design, engineering, and construction services. The funds for construction will be requested at a later date.

A motion was made by Jim Kolkhorst and seconded by Ken Miller to allocate funds in the amount of \$48,000.00 for design, engineering, and construction services from Strand Associates Inc. related to the City of Brenham Family Park’s main creek crossing and authorize the President to execute any necessary documentation.

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	Yes
Board Member Bill Betts	Yes
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

6. Board and Staff Updates

- **Economic Development – Director Susan Cates**
 - Updated the Board on several projects within the Southwest Industrial Park and the Brenham Business Center.
 - Provided update on Yellow Truck Market.
- **Parks and Recreation –Director Dane Rau**
 - Updated the Board on personnel changes within his department.
 - Provided an update on various parks and recreation projects.
- **Administration – City Secretary Jeana Bellinger**
 - Advised that the next meeting will be held on Thursday, September 8th

The meeting was adjourned.

Charles Moser, Chairman



ATTEST:

Jeana Bellinger, TRMC, CMC, City Secretary/BCDC Secretary