

MINUTES

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

June 27, 2024

A regular meeting of the Brenham Community Development Corporation was held on Thursday, June 27, 2024 at City Hall, Conference Room 2A, 200 W. Vulcan, Brenham, Texas beginning at 7:30 a.m.

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

Board members absent: None

City of Brenham staff members present were Carolyn Miller, Jeana Bellinger, Stacy Hardy, Teresa Rosales, William Bisette, Kelsey Toy, and Casey Redman

Others present: Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember LaRoche, and Linda Thomas

- 1. Chairman Charles Moser called the meeting to order**
- 2. Invocation and Pledges to the U.S. and Texas Flags**

WORK SESSION

- 3. Discussion and Update on the Brenham Family Park**

Public Works Director Dane Rau presented this item. Rau explained that after many studies, reports, environmental assessments and correspondence with both the National Parks Service and Texas Parks and Wildlife, staff has been told by Texas Parks and Wildlife that they have received the approval to issue a Notice to Proceed to the City of Brenham for Phase 1(a) of the Brenham Family Park.

Rau stated that staff is currently working with Quiddity to finalize the design of the park while also meeting the grant elements and getting a better understanding of the overall budget of Phase 1(a). The City should receive the notice to proceed within the next 30 days and will have three to five years to complete construction of Phase 1(a). The Phase 1(a) grant elements are utility improvements, parking areas, restrooms, walking/bike trail, amenity lake/detention, lighting, wildflower areas, pedestrian bridges and signage.

Rau explained that the grant from Texas Parks & Wildlife was for \$750,000 and that additional funds of \$794,000 have been earmarked by BCDC for the Brenham Family Park. The total current funding allocation, including grant funds, for Phase 1(a) is \$1.54 Million. Rau explained that due to inflation and significant price increases over the last four years, it will take additional funds to get the project started and meet the grant elements. Staff is currently working with both Quiddity and Texas Parks and Wildlife to make sure we meet all of the grant elements.

After further discussion about future maintenance and operations costs associated with the park, Chairman Moser requested that the BCDC and representatives from the Parks and Recreation Board meet to discuss future maintenance and operation costs of the park prior to signing the Notice to Proceed.

REGULAR SESSION

4. Discuss and Possibly Act Upon the Brenham Community Development Corporation's Annual Budget for Fiscal Year 2024-25:

Chief Financial Officer Stacy Hardy presented the following budget highlights to the Board for Economic Development:

- Budgeted sales tax revenue increased approximately 5% over the FY24 projected actuals.
- Per the January 2021 interlocal agreement between the City and Washington County, the Brenham Washington County Development Organization (BWEDO) will continue to contribute \$100,000 annually to Economic Development activities.
- No significant change to the on-going expenditures of debt service, operations, marketing, and Business Park maintenance. After FY25, one payment will remain on the note payable to the City for the purchase of the Gurrech tract.
- Interfund loan repayment (6 of 10) to Recreation side for funds borrowed to construct the detention ponds in FY20.
- An administrative support reimbursement to the City's General Fund for \$6,000 (\$500 per month) has been budgeted.
- An estimated expenditure of \$50,020 is included in FY25 budget for the second sales tax reimbursement incentive payment to Academy.
- The engineering and design for Blue Bell Road extension has been re-budgeted in the FY25 budget at \$118,000.
- Current year net revenue available for funding allocations equal \$169,177
- Economic Development related funding requests total \$77,690.
- If all requests are approved, a balance of \$91,487 will remain in contingency.
- Fund balance reserves for Economic Development are projected to be \$887,826.

A. Economic Development and Main Street

Economic and Community Development Director Teresa Rosales presented the Board with the FY2023-24 Economic Development and Main Street budgets. Rosales stated that the Economic Development budget reflects the County investment of \$100,000 and that her focus for FY25 will be:

- Real Estate: A big focus for this coming year is to liquidate some of the land that we re-acquired in the Brenham Business Center.
- Consultant Services: Funds have been allocated for hiring a consultant for business attraction services and assistance in identifying targeted industries based on our competitive advantages.
- Incentives Management: A great deal of time was spent on incentives management in the previous fiscal year. This included new abatement agreements, existing abatement agreements and other agreements entered into between organizations and the City of Brenham and/or Washington County.

Rosales advised that the Main Street Brenham budget includes the following expenditures:

Item	Amount
Incentive Grant Match	\$ 21,000
Covered Parking Lot Grant	\$ 49,690
Downtown Brenham Website	\$ 7,000
Total Budget	\$ 70,690

A motion was made by Ken Miller and seconded by Darrell Blum to approve the Economic Development and Main Street budget for fiscal year 2024-25 as presented.

Chairman Charles 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

B. Parks and Recreation

Chief Financial Officer Stacy Hardy presented the following budget highlights to the Board for Parks and Recreation:

- Budgeted sales tax revenue increased approximately 5% over the FY24 projected actuals.
- A \$400,000 payment to the City’s General Fund for Parks, Recreation & Aquatics operational support has been included in the budget.
- An administrative support reimbursement to the City’s General Fund for \$6,000 (\$500 per month) is in the budget.
- Current year net revenue available for funding allocations equal \$1,482,165
- Funding requests from Aquatics total \$446,000.
- Funding requests from Parks total \$1,031,000.
- Funding requests from Recreation total \$4,000.
- If all requests are approved, a balance of \$1,165 will remain in contingency.
- Fund balance reserves for Recreation are projected to be \$1,307,023.

Director of Public Works Dane Rau presented the line-item budget for Parks and Recreation. Rau explained that are fourteen projects totaling \$1.481,000:

Aquatics = \$446,000

- New Slide Tower\$ 350,000
- Replaster Therapy Pool.....20,000
- Roof Access35,000
- Duct Work.....26,000
- Automatic Back Door/Awning15,000

Parks = \$1,035,000

- Henderson Windscreen\$ 12,000
- Hohlt Park Material Bins20,000
- Jackson Street Park Improvement, Phase 2500,000
- Hohlt Park Pump Station140,000
- Hohlt Park Expansion Joint Sealing12,000
- Schulte Field Renovations15,000
- Brenham Family Park Site Amenities.....300,000
- Linda Anderson and Phughaupt Turf Mounds and Home Plate32,000
- Movies in the Park4,000

A motion was made by Jim Kolkhorst and seconded by John Hasskarl to approve the Parks and Recreation budget for fiscal year 2024-25 as presented, with the exception of the new slide tower for \$350,000. The Board requested that staff have a structural engineer look at the tower and provide a report on the safety of the tower and what type of repairs, if any, are needed.

Chairman Charles 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	Abstain
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

The Board adjourned into Executive Session at 8:59 a.m.

EXECUTIVE SESSION

- 5. Texas Government Code, Section 551.072 – Deliberation Regarding Real Property – Deliberation Regarding the Possible Sale, Exchange, Transfer and/or Acquisition of Approximately 2.221 Acres of Land in the Southwest Industrial Park, Section Three, in the City of Brenham, Texas and Other Associated Matters**

Executive Session adjourned at 9:06 a.m.

RE-OPEN REGULAR SESSION

- 6. Discuss and Possibly Act Upon the Possible Sale, Exchange, Transfer and/or Acquisition of Approximately 2.221 Acres of Land in the Southwest Industrial Park, Section Three, in the City of Brenham, Texas and Authorize the President to Execute Any Necessary Documentation**

A motion was made by Darrell Blum and seconded by Jim Kolkhorst to extend the possible sale, exchange, transfer and/or acquisition of approximately 2.221 acres of land in the Southwest Industrial Pak, Section Three, in the City of Brenham, Texas for six (6) months, and authorize the President to execute any necessary documentation.

Chairman Charles 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

The meeting was adjourned.

Charles Moser

Chairman

ATTEST:

Jeana Bellinger, TRMC, CMC

City Secretary/BCDC Secretary