



**NOTICE OF A SPECIAL MEETING
THE BRENHAM COMMUNITY DEVELOPMENT CORPORATION (BCDC) BOARD
AND
THE CITY OF BRENHAM PARKS AND RECREATION ADVISORY BOARD
TO BE HELD IN A JOINT SESSION ON
WEDNESDAY, JUNE 9, 2021 AT 11:45 A.M.
THE HISTORIC SIMON THEATER
111 W. MAIN ST.
BRENHAM, TEXAS**

1. Call Meeting to Order

WORK SESSION

2. Discussion, Presentation and Update by Jones Carter Engineering on the Proposed Brenham Family Park Phase I(a) Design

Adjourn

CERTIFICATION

I certify that a copy of the June 9, 2021 agenda of items to be considered by the Brenham Community Development Corporation and the City of Brenham Parks and Recreation Advisory Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Friday, June 4, 2021 at 1:40 P.M.

Jeana Bellinger, TRMC, CMC

City Secretary/BCDC Secretary

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the BCDC and the City of Brenham Parks and Recreation Advisory Board was removed by me from the City Hall bulletin board on the _____ day of _____, 2021 at _____ AM PM.

Signature

Title



To: BCDC and Parks and Recreation Advisory Board

From: Dane Rau, Director of Public Works
Crystal Locke, Community Services Specialist

Subject: Discussion, Presentation, and Update on the Proposed Brenham Family Park Phase I (a) Design

Date: June 2, 2021

On August 27, 2020, the Texas Parks and Wildlife Commission approved the grant request for the Brenham Family Park project for \$750,000. The required match comes from the Brenham Community Development Corporation (BCDC) and the City of Brenham.

The total project cost for Brenham Family Park Phase I(a) is \$1.7 million. Proposed developments include a 10-foot wide concrete pedestrian and bike-friendly trail, restrooms, pedestrian bridge, security lighting, native landscaping, picnic facilities, a parking lot, road expansion, lake development, and park signage.

Staff contracted with Jones-Carter for planning, surveying, and civil engineering services in early February and began bi-weekly meetings every other week, mid-March, to discuss park design, grant information, land updates, and project schedules.

At the recent Brenham Community Development Corporation (BCDC) meeting in May, staff secured additional funds of \$265,000 towards the project above the grant amount to assist with costs for Phase I(a). Staff is also working with the City Secretary's Office to author a City Naming Policy. The purpose of this policy is to develop a systematic and consistent approach for the official naming of public facilities in the City that is fair and ensures a worthy and enduring legacy for the City. In addition, the City may seek sponsorship for the naming rights as a method of obtaining funds to aid in their construction, maintenance, and operation.

The Jones-Carter team will present the 30% Design of the Brenham Family Park Phase I(a) and answer questions about this development at the meeting. The agenda for the meeting presentation is on the next page—the tentative project timeline is on page 3.

Overview of Current Project Status

General Concept Land Plan

Drainage Impact Analysis

- Completed the existing condition H&H model
- Completed the proposed condition H&H model
 - Included a phase 1 park plan and ultimate condition model
- Drafted Floodplain & Drainage Impact Analysis Report, in internal review

Civil Design

- Performed preliminary grading of the main east and west detention/ amenity ponds to understand what the footprint will look like to accommodate the required detention volumes
 - Currently coordinating with city staff and the landscape sub-consultant to finalize exact pond boundary
- Completed 30% civil plan design of the detention/ amenity ponds
- Preliminary cost estimates and comparison to TPWD grant funding

Next Steps

- Once the pond footprints are finalized, JC will submit the H&H model and report to the City of Brenham for review in mid-June
- JC will continue working towards construction documents and detailed grading and specifications for a July submittal
- Finalize preliminary cost estimates to identify Phase 1 landscape design features, including the restroom, pavilion, trail signage, and the playground

Tentative Project Timeline

	ACTIVITY	TIME FRAME
☑	Commission Approval	August 27, 2020
☑	A project seeking Federal Land and Water Conservation (LWCF) funding	LWCF application for Brenham Family Park prepared and sent to the National Park Service (NPS) for pre-application review late-December 2020
☑	Archeological survey required through the Texas Historical Commission (THC)	The City contracted SWCA Environmental Consultants in early December. A draft report submitted to THC on January 5, 2021
☑	Professional Services Contract	Council approved the planning, surveying, and civil engineering services proposal from Jones Carter at the February 4 Council meeting
☑	Notified by TPWD that NPS no longer allows projects to be submitted without full compliance as they have in years past. Brenham cannot be submitted until after EA is complete.	April 21, 2021
	Environmental Assessment (EA)	Awarded to Wild Associates to begin the week of June 7, 2021; 12–14-week turnaround
	Pending Documentation: <ul style="list-style-type: none"> - Plans & specs (100%) - Texas Department of Licensing and Regulation (TDLR); Accessibility - Texas Commission on Environment Quality (TCEQ) Stormwater Permit - Texas Historical Commission (THC) - Cultural Resources Survey & Clearance - U.S. Army Corps of Engineers (USACE) Permits - TPWD Biological Consultations 	Per TPWD, plans and specs and other pre-construction requirements can be submitted to TPWD in advance of the grant agreement and can be “pre-approved” to start the bid phase and construction as soon as the Local Grant Agreement is signed.
	Submit LWCF application to NPS	December 2021
	Local Grant Agreement Execution with TPWD	March 2022 – Begin 3-year period
	Construction Plan Submission	Within six months of grant agreement date for development only projects
	Bidding Phase	April 2022 (approx. 60 days)
	Begin Construction	June 2022 (Estimated)
	Construction Completed	June 2023 (Estimated)