

MINUTES

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

June 26, 2025

A regular meeting of the Brenham Community Development Corporation was held on Thursday, June 26, 2025 at City Hall, Conference Room 2A, 200 W. Vulcan, Brenham, Texas beginning at 8:00 a.m.

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

Board members absent: Jim Kolkhorst, and Wade Seidel

City of Brenham staff members present were Carolyn Miller, Megan Mainer, Stacy Hardy, Dane Rau, Julie Flagg, William Bissette, Teresa Rosales, Robin Hutchens, Kyle Branham, Casey Redman, Tammy Jaster, Richard O'Malley and Shawn Bolenbarr

Others present: Mayor Pro Tem Clint Kolby and Councilmember Paul LaRoche

- 1. Chairman Charles Moser called the meeting to order.**
- 2. Discuss and Possibly Act Upon the Minutes from the February 25, 2025 and the June 6, 2025 Special Meetings**

A motion was made by Gary Crocker and seconded by Ken Miller to approve the minutes from the February 25, 2025, and the June 6, 2025, Special Meetings 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 Wade Seidel	Absent
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Absent
Board Member Ken Miller	Yes

3. Discuss and Possibly Act Upon the FY2024-25 Second Quarter Financials

Director of Finance – Stacy Hardy presented this item to the Board. Hardy explained the following details about the FY2024-25 second quarter financial statements:

- **Sales Tax Revenue**

For FY25, sales tax revenue was budgeted at a 5% increase over FY24 projections. With six months of collections received, FY25 sales tax revenue is slightly behind budgeted levels. October through March collections were \$6,385 below budget. This includes a one-time large sales tax audit adjustment payment of approximately \$69,000 which was received in December.

- **Financial Statements – Fund 250**

The Economic Development operations report shows a surplus of \$419,770 for the second quarter of FY25. The Downtown Parking Shade Structure was completed for \$49,690 and a earnest money deposit of \$5,000 was made for the repurchase of 6.3632 acres from Welcome Group. Closing on this land transaction was completed in April. All operating expenses are within budget.

The Recreation side shows a deficit of \$683,824 for the second quarter of FY25. This deficit is due to the timing of funded projects being completed in the first and second quarters with only 6 months of sales tax collections received. Eight (8) of the thirteen (13) parks and recreation projects funded in the FY25 budget were completed as of March 31, 2025. This includes \$300,000 that was transferred to the BCDC Capital Projects Fund for Brenham Family Park infrastructure costs and \$782,000 for the Jackson St. Park Improvements project. The remaining projects will begin and/or be completed in the third and fourth quarters of FY25.

- **BCDC Capital Projects – Fund 252**

Engineering work continues for the Brenham Family Park. Year to date, \$10,670 has been paid to Quiddity Engineering for Phase I(a) park improvements and \$17,900 has been paid to Terracon Consultants for geotechnical engineering services related to the pedestrian bridges. The BCDC contribution of \$300,000 for park infrastructure costs, which was mentioned above, is reflected in the available fund balance of \$990,839. Because BCDC has not actually received the funds for the \$750,000 Texas Parks and Wildlife Grant, it is not yet reflected in this financial statement.

A motion was made by John Hasskarl and seconded by Darrell Blum to approve the FY2024-25 Second Quarter Financials.

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 Wade Seidel	Absent
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Absent
Board Member Ken Miller	Yes

4. Discuss and Possibly Act Upon an Easement Between the Brenham Community Development Corporation and Bluebonnet Electric Cooperative for Electric Service to the City of Brenham Fire Station No. 2 in the Brenham Business Center and Authorize the President to Execute Any Necessary Documentation

Director of Engineering Richard O'Malley presented this item to the Board. O'Malley explained that Bluebonnet Electric Cooperative plans to extend a main electrical line along James Nutt Blvd. to enhance their service to areas within the park needing upgrades. The extension requires an additional easement to complete the project.

A motion was made by John Hasskarl and seconded by Darrell Blum to approve an easement between the Brenham Community Development Corporation and Bluebonnet Electric Cooperative for electric service to the City of Brenham Fire Station No. 2 in the Brenham Business Center 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 Wade Seidel	Absent
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Absent
Board Member Ken Miller	Yes

5. Discuss and Possibly Act Upon the Brenham Community Development Corporation's Annual Budget for Fiscal Year 2025-26:

Director of Finance Stacy Hardy presented the following budget highlights to the Board for Economic Development:

- Budgeted sales tax revenue decreased slightly from the FY25 budgeted amount.
- 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. The final payment on the note payable to the City for the purchase of the SWIP IV Gurrech tract will be made in FY26.
- Interfund loan repayment #7 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/month) is budgeted, the same as the prior year.
- An estimated expenditure of \$42,500 is included in the FY26 budget for the third sales tax reimbursement incentive payment to Academy.
- A \$50,000 payment towards the Washington County Courthouse beautification project is included in the FY26 budget. A total of \$100,000 (in two annual payments) was approved by the Board in November 2024.
- Current year net revenue available for funding allocations equals \$803,905.
- Economic Development related funding requests total \$251,500.
- If all requests are approved, a balance of \$552,405 will remain in contingency.
- Fund balance reserves for Economic Development are projected to be \$2,102,775.

A. Economic Development and Main Street

a. Brenham Business Center Lift Station (KofC)

Economic and Community Development Director Teresa Rosales presented the Board with the FY2025-26 Economic Development and Main Street budgets. Rosales stated that the Economic Development budget reflects the County investment of \$100,000.00 and that her focus for FY26 will be:

- Main Street – Incentive Grants – Requests \$21,000.00
- Marketing Alliance Business Attraction Consulting – Year 2 – Requests \$30,500.00

General Manager of Public Utilities William Bisette presented the Board with a funding request through Economic Development budget for the upgrade to K of C Hall Lift Station to meet the growing needs of Brenham Business Center.

- Contribution for K of C Hall Lift Station Upgrade – Requests \$200,000.00

A motion was made by Darrell Blum and seconded by Gary Crocker to approve the Brenham Community Development Corporation's Annual Budget for Fiscal Year 2025-26 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 Wade Seidel	Absent
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Absent
Board Member Ken Miller	Yes

B. Parks and Recreation

Director of Finance Stacy Hardy presented the following budget highlights to the Board for Parks and Recreation:

- Budgeted sales tax revenue decreased slightly from the FY25 budgeted amount.
- A \$400,000 payment to the City's General Fund for Parks, Recreation & Aquatics operational support has been included in the budget, the same as the prior year.
- An administrative support reimbursement to the City's General Fund for \$6,000 (\$500/month) is budgeted, the same as the prior year.
- Current year net revenue available for funding allocations equals \$1,023,347.
- Funding requests from Aquatics total \$96,000.
- Funding requests from Parks total \$810,000.
- Funding requests from Recreation total \$4,000.
- If all requests are approved, a balance of \$113,347 will remain in contingency.
- Fund balance reserves for Recreation are projected to be \$857,276.

Director of Public Works Dane Rau presented the line-item budget for Parks and Recreation. Rau explained that the main focus this year is the Brenham Family Park. Rau explained that there are seven (7) projects totaling \$910,000.00:

- Brenham Family Park - \$500,000.00
- Parks Projects:
 - Fink/Korthauer Field Light Upgrades - \$275,000.00
 - Master Turf Infield Rehabilitation - \$35,000.00
- Aquatics Projects:
 - Leisure Pool Float Rehabilitation - \$40,000.00
 - Slide Tower Repairs - \$27,000.00
 - Parking Lot Light Replacement - \$29,000.00
- Recreation Projects:
 - Movies in the Park - \$4,000.00

A motion was made by Ken Miller and seconded by Darrell Blum to approve the Brenham Community Development Corporation's Annual Budget for Fiscal Year 2025-26 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 Wade Seidel	Absent
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Absent
Board Member Ken Miller	Yes

The meeting was adjourned.

Charles Moser

Chairman

ATTEST:

Jeana Bellinger, TRMC, CMC

City Secretary/BCDC Secretary