



NOTICE OF A MEETING
Brenham Community Development Corporation
Wednesday, April 24, 2019 @ 7:30 a.m.
City Hall - 2nd Floor Conference Room
200 W. Vulcan St.
Brenham, Texas

1. **Call Meeting to Order**
2. **Invocation and Pledges to the U.S. and Texas Flags**
3. **Citizen and Visitor Comments**
4. **Introduction of New Staff Members**
 - **Melinda Gordon—Communications and Public Relations Manager**
 - **Cassie “Caz” Muske—Main Street Manager**

EXECUTIVE SESSION

5. **Texas Government Code Section 551.087 Economic Development Negotiations - Deliberation Regarding Possible Land Acquisition and/or Exchange for Economic Development Purposes and the Possible Offer of a Financial or Other Incentive to a Business Prospect Seeking to Locate, Stay or Expand into the City of Brenham**

REGULAR SESSION

6. **Discuss and Possibly Act Upon a Performance Agreement Between Brenham Community Development Corporation (BDCD) and Project Hi-Speed and Authorize the President to Execute Any Necessary Documentation**
7. **Discuss and Possibly Act Upon the Approval of the Minutes from the January 15, 2019 Regular Meeting** **Pages 1- 4**
8. **Discuss and Possibly Act Upon Amending the Bylaws of the Brenham Community Development Corporation** **Page 5**
9. **Discuss and Possibly Act Upon FY2018-19 Second Quarter Financials** **Pages 6 - 12**
10. **Discuss and Possibly Act Upon the City of Brenham’s Economic Development Initiatives and Expenditures** **Pages 13 - 16**

- 11. Discuss and Possibly Act Upon the Reallocation of FY2018-19 Budgeted Funds for a Main Street Brenham Incentive Grant Fund Request** **Page 17**

WORK SESSION

- 12. Presentation and Discussion on the Brenham Community Development Corporation's Annual Budget for Fiscal Year 2019-20:** **Pages 18 - 30**

A. Economic Development Budget Summary

- 1) ED Operations and Marketing**
- 2) Main Street**
- 3) Detention Ponds in the Brenham Business Center and the Southwest Industrial Park, Section III**

B. Recreation Budget Summary

- 1) Parks**
- 2) Recreation**
- 3) Blue Bell Aquatic Center**

- 13. Discussion on Holding a Special Budget Meeting on May 8, 2019 and Other Upcoming Meetings in 2019** **Page 31**

- 14. Presentation and Discussion on the 2019 Houston Economic Development Sales Tax Workshop Being Held on October 25, 2019 in Houston** **Pages 32 - 33**

- 15. Presentation and Discussion on Upcoming Economic Development Projects and Activities** **Pages 34 - 36**

Adjourn

CERTIFICATION

I certify that a copy of the agenda of items to be considered by the Brenham Community Development Corporation (BCDC) on Wednesday, April 24, 2019 was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Thursday, April 18, 2019 at 9:20 A.M.

Jeana Bellinger, TRMC, CMC

City Secretary

BCDC Secretary

Executive Sessions: The Brenham Community Development Corporation (BCDC) reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 – Consultation with Attorney, §551.072 – Real Property, §551.073 – Prospective Gifts, §551.074 - Personnel Matters, §551.076 – Security Devices, §551.086 - Utility Competitive Matters, and §551.087 – Economic Development Negotiations.

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 this notice and agenda of items to be considered by the Brenham Community Development Corporation (BCDC) was removed by me from the City Hall bulletin board on _____ at _____.

Signature

MINUTES

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

January 15, 2019

A regular meeting of the Brenham Community Development Corporation was held on January 15, 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, David Cone and Bill Betts.

Board members not present were John Hasskarl and Jason Kiemsteadt.

City of Brenham staff members present were James Fisher, Carolyn Miller, Lowell Ogle, Jeana Bellinger, Stacy Hardy, Lori Sanguedolce, Dane Rau, Casey Redman, Jennifer Eckermann, Susan Cates and Jessica Barnes.

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 Election of a Chairperson and Vice Chairperson for 2019**

A motion was made by Bill Betts and seconded by David Cone to nominate Charles Moser as Chair and Darrell Blum as Vice-Chairman.

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

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

4. Discuss and Possibly Act Upon the Approval of the Minutes from the July 3, 2018 and August 16, 2018 Regular Meetings and the November 13, 2018 Special Meeting

A motion was made by Darrell Blum and seconded by Atwood Kenjura to approve the minutes from July 3, 2018 and August 16, 2018 Regular Meetings and the November 13, 2018 Special Meeting 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	Yes
Board Member Jason Kiemsteadt	Absent
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Absent
Board Member David Cone	Yes

5. Discuss and Possibly Act Upon FY2017-18 Fourth Quarter Financial Statements

Assistant City Manager and Chief Financial Officer Carolyn Miller presented this item. Miller advised the Board of the following:

Sales Tax Revenue

FY18 sales tax revenue budget was increased by 4% over the prior year’s revised annual estimate. Miller stated that actual FY18 sales tax revenue of \$1,616,851 was 2.86% behind budget but slightly ahead of FY17 actuals.

Financial Statements

Miller stated that the *Economic Development and Brenham Business Center* operating report shows a deficit of \$86,488 for FY18.

On the *Recreation* side, Miller explained that the year ended with an operating surplus of \$158,143, which increased the fund balance to \$1,009,480. Miller advised that ten of the eleven approved parks and recreation projects for FY18 have been completed.

BCDC Capital Projects Fund

Miller explained that no activity occurred in this fund for the fourth quarter of FY18. Approximately \$400,000 of the original \$657,000 allocated for new park infrastructure costs is available for future park expenditures.

A motion was made by Atwood Kenjura and seconded by David Cone to approve the FY2017-18 fourth 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	Yes
Board Member Jason Kiemsteadt	Absent
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Absent
Board Member David Cone	Yes

6. Discussion and Update on Henderson Park Improvements, Phase I

Director of Public Works Dane Rau presented this item. Rau advised the Board that in June of 2017, they approved \$294,500 for Phase I Improvements to Henderson Park. The final plans for the improvements were agreed upon and bid packets were prepared by Strand and Associates. The bids were opened on October 24, 2018 with only one bid received at a value four times the budget. Rau explained that staff decided to reject the bid and on January 9, 2019, this project was re-bid with a more conservative breakdown considering alternates in the bid in which more flexibility would be given to staff on choosing how to move forward if bids came back high once again. This second round of bids came back much better and three bids were received.

Rau advised the Board that the following items were bid out as part of Phase I improvements: ADA accessible sidewalks connecting the parking lot, kitchen, and playscapes, ADA parking upgrades, improvements to the kitchen area and restroom making them accessible and adding HVAC. Rau explained that a new barbeque pit area was included as an Alternate to the original bid. Rau explained to the Board that staff would like to get their thoughts on awarding the base bid with the Alternate for the BBQ area (\$156,400) and moving the improvements to the concession stand and restrooms near the baseball fields to Phase II.

The Board agreed with Rau's recommendation and asked that he request Council to award the base bid with the BBQ area alternate.

7. Discussion on 2019 Meeting Dates

No action was taken by the Board on this item. Chairman Moser indicated that the meetings will be held as needed and may or may not follow this schedule.

8. Staff Updates

➤ Administrative

- City Manager James Fisher introduced the new Economic Development Director Susan Cates to the Board and thanked Carolyn Miller for her handling all economic development issues until the position was filled.

➤ **Parks & Recreation Update**

- Director of Public Works Dane Rau advised the Board that the bid opening for the Church Street drainage and pocket park would be in early February
- Parks Superintendent Casey Redman gave the Board an update on the following park projects:
 - LCRA will help again this year with the clean up around the nature trail at Hohlt Park;
 - The new Pickle Ball courts are completed;
 - The Rockroom at Fireman’s Park got a new roof;
 - Several water bottle filling stations have been installed around the walking trail at HOhlt Park; and
 - New backstop net for Fireman’s Park has been ordered; hopefully, it can be delivered and installed in time for the 2019 baseball season.

The Board adjourned into Executive Session at 8:00 a.m.

EXECUTIVE SESSION

9. **Section 551.087 – Texas Government Code – Economic Development Negotiations – Discuss and Deliberate Project BK Regarding Commercial or Financial Information that the City Has Received from a Business Prospect and the Offer of Financial or Other Incentives to a Business Prospect that the City Seeks to Have Locate In or Near the City of Brenham and With Which the City is Conducting Economic Development Negotiations**
10. **Section 551.072 – Texas Government Code – Real Property – Discuss and Deliberate the Purchase of Real Property in the Downtown Area for Future Economic Development Improvements**

Executive Session adjourned at 8:30 a.m.

Adjourn

The meeting was adjourned.

Charles Moser
Chairman

ATTEST:

Jeana Bellinger, TRMC, CMC
BCDC Secretary



To: BCDC Board Members
From: James Fisher
Subject: Bylaws Amendment
Date: April 18, 2019

During the board appointment process, it was discovered that the bylaws of the BCDC require members of the Board to reside within the city limits of Brenham. Staff would like to ask the Board to consider amending Article III of the bylaws to allow for citizens of Washington County to serve on the BCDC Board.

The current appointment process would not change; therefore, any citizen (City or County resident) wishing to serve on the BCDC would still be reviewed by a sub-committee of the City Council and then presented to the full Council for approval and appointment.

In years past it has been difficult to find people living within the city limits that are willing to serve. Many times the application for appointment has to be denied because of the applicant's residency. The Board has also lost Board members due to the member relocating outside of the city limits.

If the Board is agreeable to making this residency requirement change, it would also have to be approved by the City Council.



MEMORANDUM

To: BCDC Board and City Manager
From: Carolyn D. Miller, Assistant City Manager-Chief Financial Officer
Subject: BCDC Second Quarter FY18-19 Financial Statements
Date: April 17, 2019

Attached are the second quarter FY18-19 financial statements for BCDC. Notable trends or transactions are discussed below.

Sales Tax Revenue

For FY18, we increased our sales tax revenue budget by 4% over the prior year’s revised annual estimate. With five months of collections received, FY19 sales tax revenue is trending above budgeted levels. For October, December, January and February, collections showed an increase from FY18 while November collections were slightly below the prior year. Cumulatively, FY19 sales tax revenue is \$13,500 ahead of budget. A budget estimate was used for March 2019 collections.

Financial Statements

The *Economic Development* operations report shows an operating surplus of \$149,877 through the second quarter of FY19. In FY18, the final payment on the 2009 Refunding GO Bonds was made. All expenditures are within budget levels.

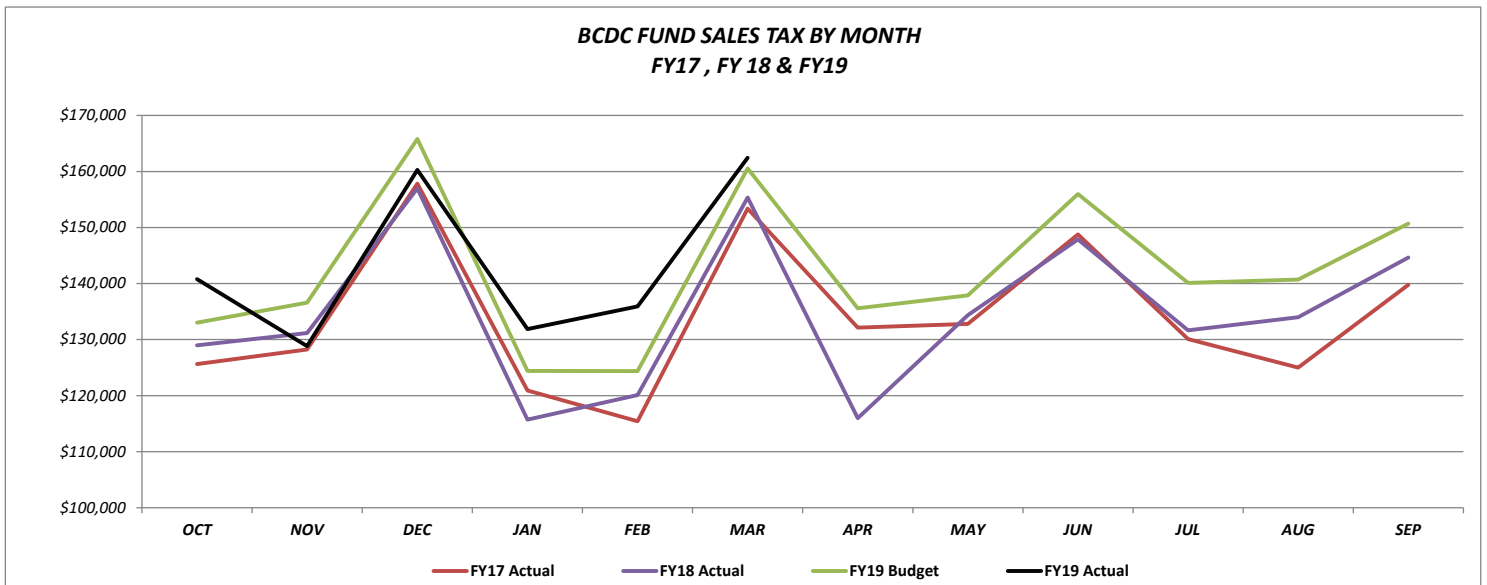
On the *Recreation* side, eleven (11) of the 25 approved parks and recreation projects for FY19 have been completed as of the second quarter. All other funded projects are in progress and are expected to be completed during the third and fourth quarters of FY19. In FY18, the final payment on the 2009 Refunding GO Bonds was made. The *Recreation* side ended the quarter with an operating surplus of \$256,699.

BCDC Capital Projects

No activity has occurred in the BCDC Capital Projects Fund for FY19. Approximately \$400,000 of the original \$657,000 allocated for new park infrastructure costs is available for future project expenditures. In FY19, \$500,000 will be transferred from BCDC into this fund and designated as matching funds for a Texas Parks and Wildlife Grant for the Southside Family Park.

After reviewing this information, should you have any questions prior to Thursday’s meeting, do not hesitate to contact me directly at 979-337-7566.

**BCDC FUND SALES TAX BY MONTH
FY17, FY 18 & FY19**



	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
FY17 Actual	125,629	128,233	157,825	120,923	115,432	153,355	132,131	132,802	148,771	130,100	125,004	139,768	1,609,973
FY18 Actual	128,994	131,176	156,977	115,719	120,098	155,353	115,984	134,377	147,886	131,651	133,990	144,647	1,616,851
FY19 Budget	133,035	136,588	165,790	124,415	124,380	160,525	135,598	137,897	155,958	140,109	140,717	150,689	1,705,701
FY19 Actual	140,788	128,831	160,261	131,891	135,937	162,444							860,153
	11,794	(2,345)	3,284	16,173	15,839	estimate							

Budget vs. Actual Based on Allocated Budget

Difference	7,754	(7,757)	(5,529)	7,476	11,557								13,500
Cumulative	7,754	(4)	(5,533)	1,943	13,500								

**BRENHAM COMMUNITY DEVELOPMENT CORPORATION
COMBINED BALANCE SHEET
YEAR TO DATE ACTUAL PERFORMANCE
FOR THE QUARTERS ENDING MARCH 31, 2018 AND 2019**

	YTD Actual 3/31/2018		YTD Actual 3/31/2019		Percent Incr (Decr)
<u>Assets</u>					
Cash and Equivalents	\$ 672,538		\$ 807,270		20.03%
Certificate of Deposit-Bank of Brenham	500,000	D	500,000	D	0.00%
Misc. Accounts Receivable	-		1,158		
Sales Tax Receivable	271,716	A	298,381	B	9.81%
Total Assets	<u>\$ 1,444,254</u>		<u>\$ 1,606,809</u>		11.26%
<u>Liabilities and Fund Balance</u>					
Accrued Liabilities	\$ 276,589	C	\$ 106,357	C	-61.55%
Detention Pond Payable-SWIP III	73,459	E	73,459	E	0.00%
Detention Pond Payable-BBC	36,968	F	36,968	F	0.00%
Total Liabilities	<u>387,016</u>		<u>216,784</u>		
Fund Balance					
Beginning Fund Balance	911,794		983,449		
Excess Revenues Over Expenditures	145,444		406,576		
Total Fund Balance	<u>1,057,238</u>		<u>1,390,025</u>		31.48%
Total Liabilities and Fund Balance	<u>\$ 1,444,254</u>		<u>\$ 1,606,809</u>		11.26%

A - Receivable represents actual sales tax for February and March 2018.

B - Receivable represents actual sales tax for February and estimated sales tax for March 2019.

C - Accrued Liabilities relate to 2nd quarter payables and debt service payments.

D - In February 2016, \$500,000 of excess cash reserves were invested in a 6 month Bank of Brenham Certificate of Deposit. This CD was renewed and matures in August 2019.

E - In 2011, \$98,662 of Bluebonnet Electric's land purchase price was set aside for their share of the costs related to the land acquisition and construction of the storm water detention facilities necessary to serve their property at the Southwest Industrial Park. In Dec. 2017, the cost per acre of the detention facilities was recalculated and an overpayment of \$25,203 was refunded to Bluebonnet Electric.

F - In 2014, \$36,968 of Precision Polymer's land purchase price was set aside for their share of the costs related to the land acquisition and construction of the storm water detention facilities necessary to serve their property at the Brenham Business Center.

BRENHAM COMMUNITY DEVELOPMENT CORPORATION
COMBINED STATEMENT OF REVENUES AND EXPENDITURES
YEAR TO DATE PRO FORMA PERFORMANCE
FOR THE QUARTERS ENDING MARCH 31, 2018 AND 2019

	YTD Actual 3/31/2018	YTD Actual 3/31/2019	Percent Incr (Decr)
<u>Revenues</u>			
Sales Tax	\$ 804,582	\$ 860,153	6.91%
Lease of Land	-	1,158	
Interest	15,597	9,794	-37.21%
Total Revenues	820,179	871,105	6.21%
<u>Expenditures</u>			
Economic Development Operations	84,803	37,992	-55.20%
Economic Development Marketing	10,825	-	
Lawn Maintenance	3,300	2,450	-25.76%
Services - Street Lights Electrical	3,424	3,509	2.48%
Legal Fees	1,740	203	-88.33%
Aquatic Center Tower Structure Repair	-	15,000	
Aquatic Center Sand Filters	-	8,659	
Aquatic Center Aflex Inflatables	-	24,106	
Aquatic Center Back Parking Lot	17,000	-	
Aquatic Center Scoreboard	1,930	-	
Park Trash Receptacles	31,818	-	
Rock Party Room Repairs	-	19,126	
Hohlt Playground Equipment	-	68,321	
Downtown Christmas Stroll Attraction	10,000	10,000	0.00%
Basketball Court Improvements	17,127	-	
Pickleball Court Modifications	-	26,782	
Fireman's Park Bleacher Painting/Repairs	-	24,975	
Fireman's Park Playground Equipment	-	89,385	
Fireman's Park Nightlight Replacement	-	3,800	
Bottle Filling Stations	-	18,613	
Park & Church Street Linear Park	150,000	-	
Detention Pond Construction-SWIP III	15,169	-	
Notes Payable to City - Principal & Interest	109,362	111,608	2.05%
Total Expenditures	456,498	464,529	1.76%
Revenues Over (Under) Expenditures	363,681	406,576	11.79%
<u>Other Financing Sources (Uses)</u>			
Transfer to Debt Service Fund	(218,237)	-	09 Refunded Debt
Total Other Financing Sources (Uses)	(218,237)	-	
Total Surplus (Deficit)	145,444	406,576	
Beginning Fund Balance	911,794	983,449	
Estimated Ending Fund Balance	\$ 1,057,238	\$ 1,390,025	

BRENHAM COMMUNITY DEVELOPMENT CORPORATION
ECONOMIC DEVELOPMENT
YEAR TO DATE PRO FORMA PERFORMANCE
FOR THE QUARTERS ENDING MARCH 31, 2018 AND 2019

	YTD Actual 3/31/2018	YTD Actual 3/31/2019	Percent Incr (Decr)
<u>Revenues</u> <i>35% of Combined</i>			
Sales Tax	\$ 281,604	\$ 301,054	6.91%
Lease of Land	-	1,158	
Interest	5,459	3,428	-37.21%
	<u>287,063</u>	<u>305,639</u>	<u>6.47%</u>
<u>Expenditures</u>			
Economic Development Operations	84,803 A	37,992 B	-55.20%
Economic Development Marketing	10,825 A	-	B
Lawn Maintenance	3,300	2,450	-25.76%
Services - Street Lights Electrical	3,424	3,509	2.48%
Legal Fees	1,740	203	-88.33%
Note Payable to City - Principal & Interest	109,362	111,608	2.05%
Park & Church Street Linear Park	150,000	-	
Detention Pond Construction-SWIP III	15,169	-	
Total Expenditures	<u>378,623</u>	<u>155,762</u>	<u>-58.86%</u>
Revenues Over (Under) Expenditures	(91,560)	149,877	
<u>Other Financing Sources (Uses)</u>			
Transfer to Debt Service Fund - Principal	(45,848)	-	09 Refunded Debt
Transfer to Debt Service Fund - Interest	(1,834)	-	09 Refunded Debt
Total Other Financing Sources (Uses)	<u>(47,682)</u>	<u>-</u>	
Total Surplus (Deficit)	<u>(139,242)</u>	<u>149,877</u>	
Beginning Fund Balance	60,457	(26,031)	
Estimated Ending Fund Balance (Deficit)	<u>\$ (78,785) C</u>	<u>\$ 123,846 C</u>	

A - FY18 and prior, Economic Development Functions outsourced to EDF.

B - FY19 and forward, Economic Development functions with City of Brenham.

C - At the 1/23/14 meeting, BCDC committed \$40,000 to be paid in FY20 per a Performance Agreement with Tempur Sealy.

BRENHAM COMMUNITY DEVELOPMENT CORPORATION
RECREATION
YEAR TO DATE PRO FORMA PERFORMANCE
FOR THE QUARTERS ENDING MARCH 31, 2018 AND 2019

	<u>YTD Actual</u> 3/31/2018	<u>YTD Actual</u> 3/31/2019	<u>Percent</u> <u>Incr (Decr)</u>
<u>Revenues</u> <i>65% of Combined</i>			
Sales Tax	\$ 522,978	\$ 559,099	6.91%
Interest	10,138	6,366	-37.21%
	<u>533,116</u>	<u>565,466</u>	<u>6.07%</u>
<u>Expenditures</u>			
Aquatic Center Tower Structure Repair	-	15,000	
Aquatic Center Sand Filters	-	8,659	
Aquatic Center Aflex Inflatables	-	24,106	
Aquatic Center Back Parking Lot	17,000	-	
Aquatic Center Scoreboard	1,930	-	
Park Trash Receptacles	31,818	-	
Rock Party Room Repairs	-	19,126	
Hohlt Playground Equipment	-	68,321	
Downtown Christmas Stroll Attraction	10,000	10,000	
Basketball Court Improvements	17,127	-	
Pickleball Court Modifications	-	26,782	
Fireman's Park Bleacher Painting/Repairs	-	24,975	
Fireman's Park Playground Equipment	-	89,385	
Fireman's Park Nightlight Replacement	-	3,800	
Bottle Filling Stations	-	18,613	
Total Expenditures	<u>77,875</u>	<u>308,767</u>	
Revenues Over (Under) Expenditures	455,241	256,699	
<u>Other Financing Sources (Uses)</u>			
Transfer to Debt Service Fund - Principal	(163,996)	-	09 Refunded Debt
Transfer to Debt Service Fund - Interest	(6,559)	-	09 Refunded Debt
Total Other Financing Sources (Uses)	<u>(170,555)</u>	<u>-</u>	
Total Surplus (Deficit)	<u>284,686</u>	<u>256,699</u>	
Beginning Fund Balance	<u>851,337</u>	<u>1,009,480</u>	
Estimated Ending Fund Balance	<u>\$ 1,136,023</u>	<u>\$ 1,266,179</u>	

BRENHAM COMMUNITY DEVELOPMENT CORPORATION
CAPITAL PROJECTS FUND
AS OF MARCH 31, 2019

	Budget	Actual to Date
<u>Funds Available</u>		
Transfer from BCDC - Brenham Family Park Infrastructure Costs	\$ 657,000	\$ 657,000
Transfer from BCDC - Brenham Family Park Title Policy Costs	6,877	6,877
Contribution from Developer - Road Construction	735,044	735,044
Transfer from BCDC - Brenham Family Park Master Plan	46,442	46,442
Interest Income	3,161	9,388
Total Funds Available	1,448,524	1,454,751
<u>Use of BCDC Funds</u>		
Brenham Family Park		
Road construction to cul de sac - 25% City / 75% Kruse	967,743	967,743
Gessner Engineering - soil testing - 25% City / 75% Kruse	12,315	12,315
Jones & Carter - Park Master Plan	46,442	46,442
Creek crossing/Dam	225,000	-
Road extension to new park	72,000	-
Water line materials - new park	70,545	-
Sewer line materials - new park	30,000	-
Land - Title Policy	6,877	6,877
City Reimb of J&C road construction invoices paid by Developer	17,601	17,601
Sub Total	1,448,524	1,050,979
Contingency	-	-
Total Uses	\$ 1,448,524	\$ 1,050,979
Fund Balance	\$ -	\$ 403,772



MEMORANDUM

To: BCDC Board and City Manager

From: Carolyn Miller, Assistant City Manager-Chief Financial Officer

Subject: Update on Economic Development Initiatives and Possible Approval of Consultant and Legal Expenditures

Date: April 16, 2019

Over the past several months, the City has been working on several economic development initiatives that we want to share with the BCDC Board.

Strategic Plan for Economic Development

Last fall, the City began working with Petty and Associates to facilitate the development of a Strategic Plan for Economic Development. Members of the BCDC, EDF Board, Commissioner's Court, City Council and City staff have participated in these workshops where productive interaction and discussions have occurred. In addition to facilitating several workshops, Petty and Associates designed several surveys for our community to elicit feedback from stakeholders. The final workshop will be held on April 29 and we expect to finalize the strategic plan subsequent to that meeting

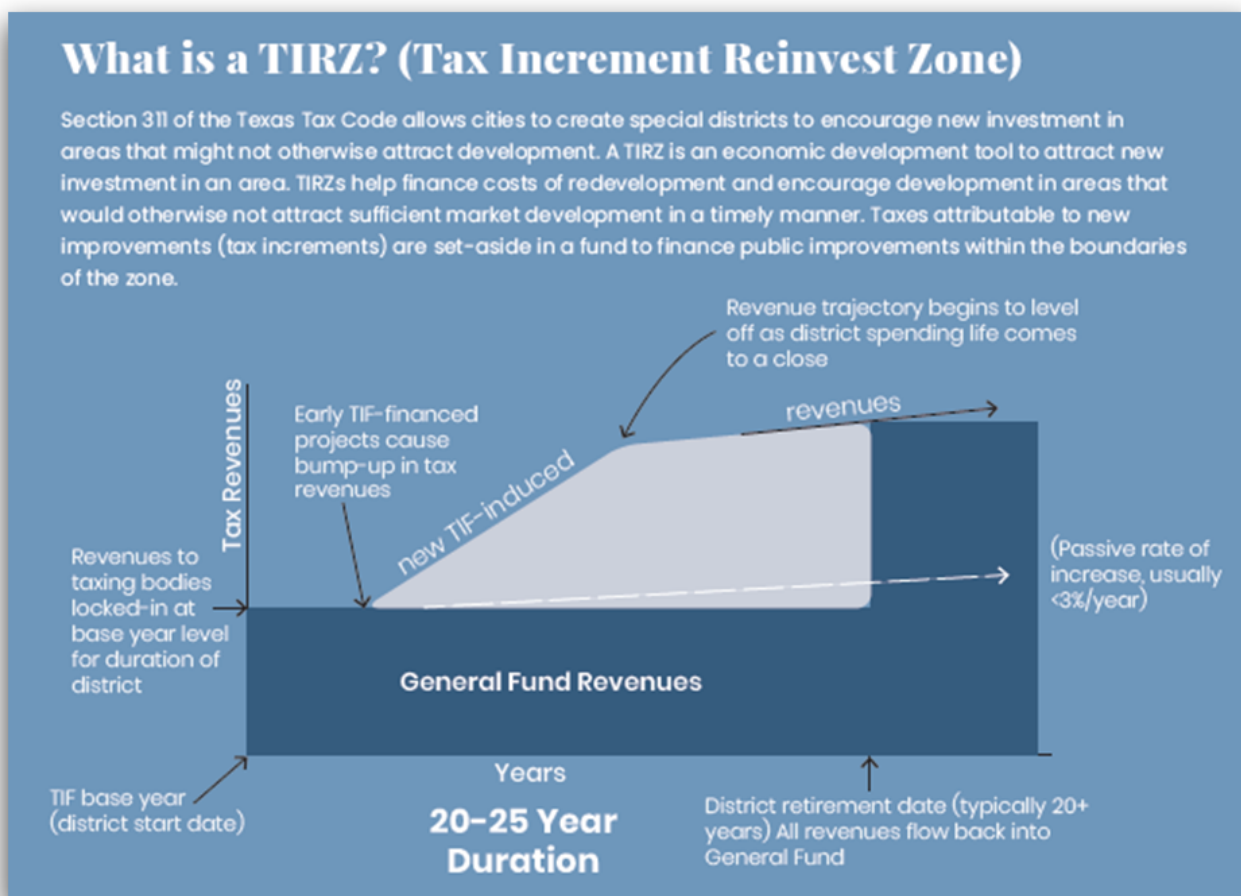
Tax Increment Reinvestment Zone

The City Council created a Tax Increment Reinvestment Zone (TIRZ) in December 2018 which contains approximately 2,201 acres of land. Cities can create special districts to encourage new investment in areas that otherwise might not attract development. A TIRZ is an economic development tool that captures the projected increase in tax revenue that is created by development within a defined area and reinvests those funds into public improvements and development projects that benefit the TIRZ. The next page has a visual of how a TIRZ works.

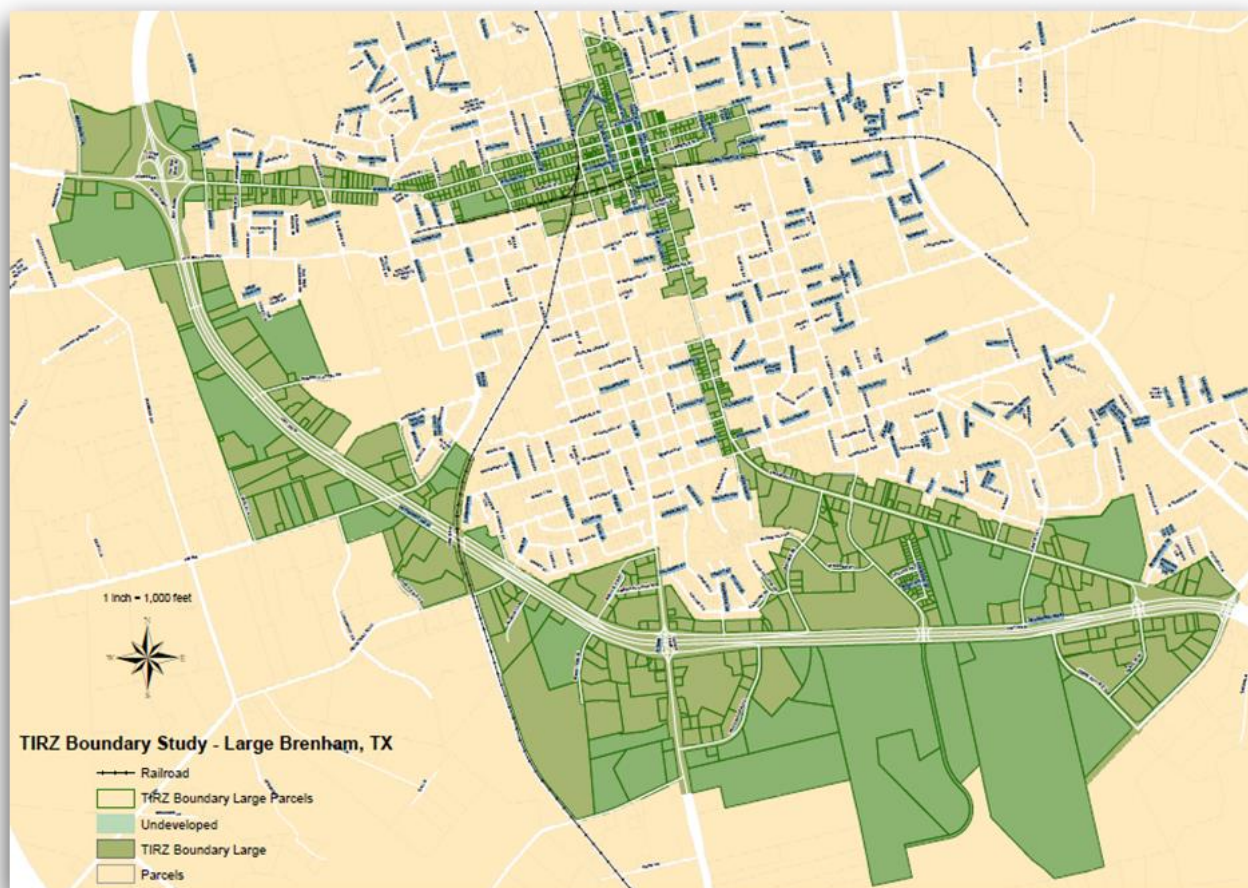
The City's *TIRZ Number One* has a duration of 30 years with a baseline year of January 1, 2018. The current appraised value of taxable real property in the Zone as of that date was \$260,032,380. It is estimated that upon expiration of the term of the Zone, the total appraised value of taxable real property will be \$743,509,555 in 2018 dollars.

Development and redevelopment in the Zone will provide long-term economic benefits including increased real property tax base for all taxing units in the Zone; increased sales and use tax for the City, County and State; and increased job opportunities for residents of the City and County and the region.

Eligible projects in *TIRZ Number One* include the Southside Family Park, Downtown Health and Safety Improvements (fire suppression and ADA compliance), Downtown Hotel, and Downtown Parking all of which stimulate business and commercial activity.



The next page has a map of *TIRZ Number One* showing the boundaries. The property has some undeveloped areas, and due to its size, location, and physical characteristics, redevelopment will not occur solely through private investment. Other portions hinder sound growth of the City due to aging public infrastructure and the need for economic incentives to attract redevelopment.



Baker-Katz Retail Project

The City and the County approved Chapter 380 and 381 Economic Development Agreements with Baker-Katz, a quality developer, to provide new commercial retail shopping for our community. The Baker-Katz project will address most of the issues related to retail leakage as outlined in the Retail Trade Area Gap/Opportunity Analysis performed by *The Retail Coach*. The project will include development of a minimum 125,000 square foot retail shopping center and will produce new taxable property value targeting \$20 million and annual sales tax to the City estimated to exceed \$400,000. By January 1, 2021, the developer shall complete construction of the building to be occupied by the first tenant, and will obtain a Certificate of Occupancy from the City.

The combined financial incentives for this project are capped at \$6 million or 12 years, whichever occurs first. The City's and County's estimated grant payments (financial incentives) include rebating a portion of sales tax generated from this development. The City pledged our 1% sales tax going to the General Fund, and not the 4B Sales Tax. The County pledged their 0.5% sales tax. We have included the chart from the 380 and 381 Agreements for your information and review.

		Estimated Program Grant Schedule					
		City 1% Sales Tax Contribution		County 0.5% Sales Tax Contribution		<u>ESTIMATED</u> Annual Grant	<u>Cumulative</u> <u>ESTIMATED</u> Annual Grant
Year	SF Built	%	\$	%	\$		
0	-	0%	-	0%	-	-	-
1	125,000	90%	220,510	90%	110,255	330,764	330,764
2	125,000	90%	220,510	90%	110,255	330,764	661,529
3	125,000	90%	220,510	90%	110,255	330,764	992,293
4	125,000	90%	220,510	90%	110,255	330,764	1,323,057
5	125,000	90%	220,510	90%	110,255	330,764	1,653,822
6	125,000	80%	196,008	80%	98,004	294,013	1,947,834
7	125,000	80%	196,008	80%	98,004	294,013	2,241,847
8	125,000	80%	196,008	80%	98,004	294,013	2,535,860
9	125,000	80%	196,008	80%	98,004	294,013	2,829,872
10	125,000	70%	171,507	70%	85,754	257,261	3,087,133
11	125,000	70%	171,507	70%	85,754	257,261	3,344,395
12	125,000	70%	171,507	70%	85,754	257,261	3,601,656

Consultant and Legal Expenditures

The City has been fortunate to work with Trent Petty and Cary Bovey to navigate and guide our community forward with these economic development initiatives. In connection with these projects, the following consultant and legal expenditures were incurred by the City:

Petty & Associates	\$38,795
Bovey Law Firm	<u>\$10,864</u>
Total	\$49,659

As you know from your participation in the strategic planning workshops, overview of *TIRZ Number One* creation, and the Baker-Katz development, you will concur that the community benefits of these projects are wide-spread and significantly enhance the quality of life for our citizens.

We are asking for reimbursement from the BCDC Board for these expenditures. The Board could allocate a portion of the Recreation contingency funds (\$144,306) and a portion of the Economic Development funds that were set aside for the Main Street Master Plan update which is being done in-house by the Main Street Board (\$50,000). Any outstanding invoices related to these projects could be funded from the FY18-19 line item budget for audits/consultants and legal services.

We respectfully request the BCDC Board’s consideration of this request, and should you have any questions prior to the meeting on April 24, please contact me directly. Thank you.



MEMORANDUM

To: BCDC Board and City Manager

From: Jennifer Eckermann

Subject: Reallocation of Funding of FY2018-19 Budgeted Funds for the Brenham Downtown Master Plan

Date: April 12, 2019

During the July, 2018 funding meeting, BCDC approved funding of \$50,000 for an update of the Brenham Downtown Master Plan.

Main Street made the decision to take on this project, in-house. A committee made up of Main Street board members Jim Moser and Tom Whitehead; architect Darren Heine; Ant Street Inn owner Keith Hankins; Downtown business owners John Hermann and Melinda Faubion; and city staff Caz Muske and I, have dedicated time over the past two months to review the plan that was adopted in 2012.

Discussions are winding down, and an addendum to the Master Plan will be developed, that will include a review of accomplishments to-date; changes that have occurred downtown since adoption; and a priority list of projects/programs for the City to consider moving forward.

A draft of the addendum will be presented for public input and comment in late May or June, with an expectation to present to Council for approval in July.

The Main Street Board is requesting that the savings be re-allocated to help fund the Downtown Brenham Incentive Grant Fund this year for \$25,000. It has been a few years since we asked for your help in funding this program. The \$10,000 Main Street has funded through raised funds each year was committed by May of last year, and for 2019, we already have six requests – more than we can possibly fund – with more requests expected in the coming months.

We respectfully request your approval of this funding reallocation.



MEMORANDUM

To: BCDC Board and City Manager

From: Carolyn D. Miller
Assistant City Manager-Chief Financial Officer

Subject: Proposed BCDC Budget for FY19-20

Date: April 17, 2019

Attached are preliminary budget summaries for the BCDC FY19-20 budget along with memos from each department director detailing their funding requests for next fiscal year. Both Economic Development and Recreation are able to fund most of these requests with current year revenues without using fund balance reserves. Highlights of each budget summary are show below.

Economic Development Budget Summary (Attachment A)

- Total budgeted revenue increased approximately 4.5% from FY19 to FY20
- No material change to on-going expenditures such as debt service, operations, marketing and Business Park maintenance.
- \$40,000 Performance Agreement payment to Tempur-Sealy will be made in FY20
- Funding requests from Main Street and Economic Development departments total \$112,500, leaving a contingency balance of \$21,127.
- Annual debt service payment of \$80,000 for possible \$1M debt issuance for construction of detention ponds is shown.

Recreation Budget Summary (Attachment B)

- Total budgeted revenue increased approximately 4.5% from FY19 to FY20
- Tier 1 funding requests from Aquatics, Parks and Recreation total \$998,050, leaving a contingency balance of \$160,171.
- Tier II funding requests from Aquatics and Parks total \$447,000 and are shown as unfunded at this time.

After reviewing this information, should you have any questions prior to the April 24th meeting, do not hesitate to contact me directly at 979-337-7566.

Brenham Community Development Corp.

Fiscal Year 2020 Proposed Budget - Economic Development

Budgeted/Projected Revenues:						FY19	FY20
Sales Tax						596,995	623,792
Interest Income						4,900	5,250
Other Revenue (Hay Lease)						959	1,158
Total Projected Revenues						602,854	630,200
Budgeted/Projected Expenses:							
Debt Service:							
2010 Note Payable to City - Prin & Int (\$1M note-Weige Tract)						151,965	151,965
2017 Note Payable to City - Prin & Int (\$500K note-Gurrech Tract)						71,250	74,463
Economic Development Activities:							
Economic Development Operations						171,196	176,645
Economic Development Marketing & Business Retention/Expansion						24,050	26,000
Business Park Maintenance:							
Lawn Maintenance @ Business Parks						10,000	10,000
Street Lights Electrical						7,500	7,500
Incentives for Existing Businesses:							
Tempur-Sealy Performance Agreement Payment							40,000
Consultant & Legal Fees						10,000	10,000
Total Budgeted/Projected Expenses:						445,961	496,573
Amount Available for Funding						156,893	133,627
Projects Funded/Considered for Funding Allocation:							
Main Street - Design of Commerce Street Streetscapes						25,000	-
Main Street - Master Plan Update						50,000	-
Main Street - Economic Impact & Innovation Grants						15,000	15,000
Main Street - Incentive Grants						-	10,000
Economic Development- Sales Tax Recovery Service						-	7,500
Possible Debt Service for Detention Ponds						-	80,000
Contingency						4,843	21,127
Revenue Over/(Under) Expenditures						62,050	-
FUND BALANCE PROJECTION							
FY19 BEGINNING FUND BALANCE (DEFICIT)						(26,031)	
FY19 SURPLUS						165,395	
FY19 ENDING FUND BALANCE						139,364	



MEMORANDUM

To: BCDC Board
James Fisher, City Manager

From: Susan Cates, Director of Economic Development

Subject: Economic Development Request for FY 2020 Funding

Date: 4/17/2019

City of Brenham Economic Development respectfully submits the following funding request from Brenham Community Development Corporation for Fiscal Year 2020.

- Economic Development Operations..... \$176,645
 - Salary & Benefits
 - Memberships/Travel/Mileage
 - Office Operations / Telephone
 - Subscriptions
 - Retail Lease Trac: Annual subscription that allows us to search retail & restaurant businesses expanding in Texas and provides contact information for recruitment purposes.
 - RIMS II: Multiplier information from the Bureau of Economic Analysis of the US Department of Commerce used in impact analysis of economic development projects.
- Economic Development Marketing \$26,000
 - Business Retention & Expansion
 - Website
 - Marketing & Advertising
- Sales Tax Recovery Service \$7,500
 - Engagement of a service that provides reports to the City useful in analyzing Sales Tax Revenue in the City. The reports are particularly helpful in BR&E as significant increase or decrease in sale tax payments may signal changes in a business indicating a need for follow-up from the economic development organization. Additionally the company helps recover sales tax that may have been missed or paid incorrectly resulting in increased revenue to the City and BCDC.



MEMORANDUM

To: BCDC Board and City Manager
From: Jennifer Eckermann
Subject: Main Street Brenham Request for 2019-20 Funding
Date: April 12, 2019

Main Street Brenham is requesting funding for two programs for 2019-20.

1. **Economic Impact and Innovation Grant (EIIG):** **\$15,000**
 - a. In 2017-18, Main Street requested matching funding for two possible projects. One project was completed and funded with \$7,500 from BCDC and \$7,500 from Main Street-raised funds. 4 Star Concert Hall received the grant that went toward fire suppression costs for their facility.
 - b. Catherine’s Tea Room received \$7,500 from Main Street last year, but the project wasn’t completed until January, 2019 - after the BCDC funding year. The BCDC match is coming from 2018-19 funds. This grant was used for a commercial vent hood with fire suppression.

We have so little to offer these impactful businesses that are trying to open businesses in our historic properties. The grant is helping businesses to meet codes, and are for projects that make these buildings more viable for years to come.

We are requesting the same \$15,000 in funding to match what Main Street is able to offer.

2. **Incentive Grant Fund Match:** **\$10,000**

Main Street uses raised funds from events and programs to offer this grant for façade rehabilitation.

We are requesting \$10,000 to match Main Street funding of this grant program.

We respectfully request funding of \$25,000 as a match for these two Main Street Grant opportunities.



**City of Brenham
Engineering Department**

200 W. Vulcan St.
Brenham, Texas 77833

P.O. Box 1059
Brenham, Texas 77834-1059

Memorandum

Date April 24, 2019
To Brenham Community Development Corporation (BCDC)
From Lori Lakatos, City Engineer/Director of Development Services
Subject Detention Pond Construction Funding – Brenham Business Center (BBC) and Southwest Industrial Park, Section III (SWIP III)

The BCDC has approved agreements with Strand Associates, Inc. for the Brenham Business Center Detention Pond and Jones and Carter, Inc. for the Southwest Industrial Park, Section III Detention Pond design.

Brenham Business Center

The final design of the Brenham Business Center Detention Pond is complete and the Engineer's opinion of probable cost is \$497,266.00. There are two additional alternates in the design:

- Precision Polymer Engineering to provide detention for existing development for \$126,428.50.
- Advanced Data Storage to provide detention for existing development for \$79,867.70.

These alternates will be included in the bid, but may not be accepted at time of award. The total with the alternates is \$703,562.20. See attachment Exhibit A – Engineer's Opinion of Probable Costs for BBC Detention Pond.

Southwest Industrial Park, Section III

The final design of the Southwest Industrial Park, Section III Detention Pond is complete and the Engineer's opinion of probable cost is \$299,800. See attachment Exhibit B – Engineer's Opinion of Probable Costs for the SWIP III Detention Pond.

This design was based on two options.

Option 1: 70% impervious coverage serving as capacity for the following

SWIP III – 134.3 acres;
Gurrech Tract – 44.2 acres; and
Additional Detention Capacity – 20 acres of undeveloped property.

Option 2: 85% impervious coverage serving as capacity for the following:

SWIP III – 134.3 acres; and
Additional Detention Capacity – 10 acres of undeveloped property.

Three acres of the additional detention capacity, or either options was granted to Kountry Boys for the additional development on their existing property within Southwest Industrial Park Section II.

Either of these options do not trigger the dam safety requirements.

Summary

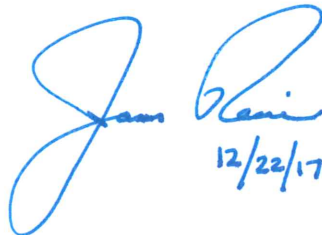
With rising construction costs adding a 4% cost for inflation should be considered. The adjusted cost would be as follows:

Brenham Business Center - \$731,704.69
Southwest Industrial Park, Section III - \$311,792

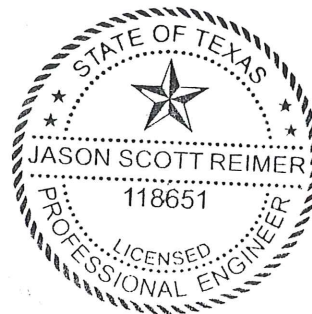
This does not account for all increases in construction costs. When the projects are bid the cost may increase due to timing, material availability, and workloads.

Exhibit A

CITY OF BRENHAM BRENHAM COMMUNITY DEVELOPMENT CORPORATION (BCDC) REGIONAL DETENTION POND ENGINEER'S OPINION OF PROBABLE PROJECT COST O'MALLEY STRAND PROJECT NO. 3921.010			
ITEM DESCRIPTION	QUANTITY	UNIT COST	TOTAL COST
Business Center Developable Area (Base Bid)			
Mobilization	1 LS	\$ 45,000.00	\$ 45,000.00
Excavation	21,360 CY	\$ 4.00	\$ 85,440.00
Embankment with Density Control	13,515 CY	\$ 8.00	\$ 108,120.00
Reinforced Concrete Outlet Structure	1 EA	\$ 15,000.00	\$ 15,000.00
72" Reinforced Concrete Pipe	70 LF	\$ 350.00	\$ 24,500.00
48" Reinforced Concrete Pipe	266 LF	\$ 175.00	\$ 46,550.00
18" Reinforced Concrete Pipe	78 LF	\$ 60.00	\$ 4,680.00
Flared Wingwall w/ dissipaters (72" RCP)	1 EA	\$ 18,000.00	\$ 18,000.00
Flared Wingwall w/ dissipaters (48" RCP)	2 EA	\$ 14,000.00	\$ 28,000.00
Throat Inlet / Junction Box	4 EA	\$ 5,000.00	\$ 20,000.00
Concrete Slope Paving (5-inch thick)	105 SY	\$ 70.00	\$ 7,350.00
Concrete Pilot Channel (4-inch thick)	210 SY	\$ 60.00	\$ 12,600.00
Stabilized Construction Exit	1 LS	\$ 5,000.00	\$ 5,000.00
Soil Retention Blankets	280 SY	\$ 5.00	\$ 1,400.00
Seeding	26,000 SY	\$ 0.50	\$ 13,000.00
Vegetative Watering	406 MG	\$ 20.00	\$ 8,120.00
Sediment Control Fence	1,860 LF	\$ 5.00	\$ 9,300.00
Construction Subtotal			\$ 452,060.00
Contingencies (10%)			\$ 45,206.00
Base Bid Total Construction Cost			\$ 497,266.00
Precision Polymer Engineering (Alternate Bid No. 1)			
Excavation	22,020 CY	\$ 4.00	\$ 88,080.00
Embankment with Density Control	55 CY	\$ 8.00	\$ 440.00
30" Reinforced Concrete Pipe	203 LF	\$ 100.00	\$ 20,300.00
Throat Inlet / Junction Box	1 EA	\$ 5,000.00	\$ 5,000.00
Seeding	950 SY	\$ 0.50	\$ 475.00
Vegetative Watering	15 MG	\$ 20.00	\$ 300.00
Sediment Control Fence	68 LF	\$ 5.00	\$ 340.00
Construction Subtotal			\$ 114,935.00
Contingencies (10%)			\$ 11,493.50
Alternate Bid No. 1 Total Construction Cost			\$ 126,428.50
Advanced Data Storage (Alternate Bid No. 2)			
Remove & Dispose of 24" HDPE Pipe	28 LF	\$ 50.00	\$ 1,400.00
Embankment with Density Control	3,034 CY	\$ 8.00	\$ 24,272.00
30" Reinforced Concrete Pipe	376 LF	\$ 100.00	\$ 37,600.00
Throat Inlet / Junction Box	1 EA	\$ 5,000.00	\$ 5,000.00
Seeding	3,900 SY	\$ 0.50	\$ 1,950.00
Vegetative Watering	61 MG	\$ 20.00	\$ 1,220.00
Sediment Control Fence	233 LF	\$ 5.00	\$ 1,165.00
Construction Subtotal			\$ 72,607.00
Contingencies (10%)			\$ 7,260.70
Alternate Bid No. 2 Total Construction Cost			\$ 79,867.70



 12/22/17





Document Path: Q:\Projects\Public\2016-04 - Brenham Business Center Detention Pond\BBC Detention Pond Exhibit_11x17.mxd

City of BRENHAM

0 200 400 Feet

Brenham Business Center Detention Pond (Proposed/Existing)

Exhibit B

FINAL OPINION OF PROBABLE COSTS BRENHAM COMMUNITY DEVELOPMENT CORPORATION, TEXAS SOUTHWEST INDUSTRIAL PARK, SECTION III DETENTION POND BRENHAM, TEXAS

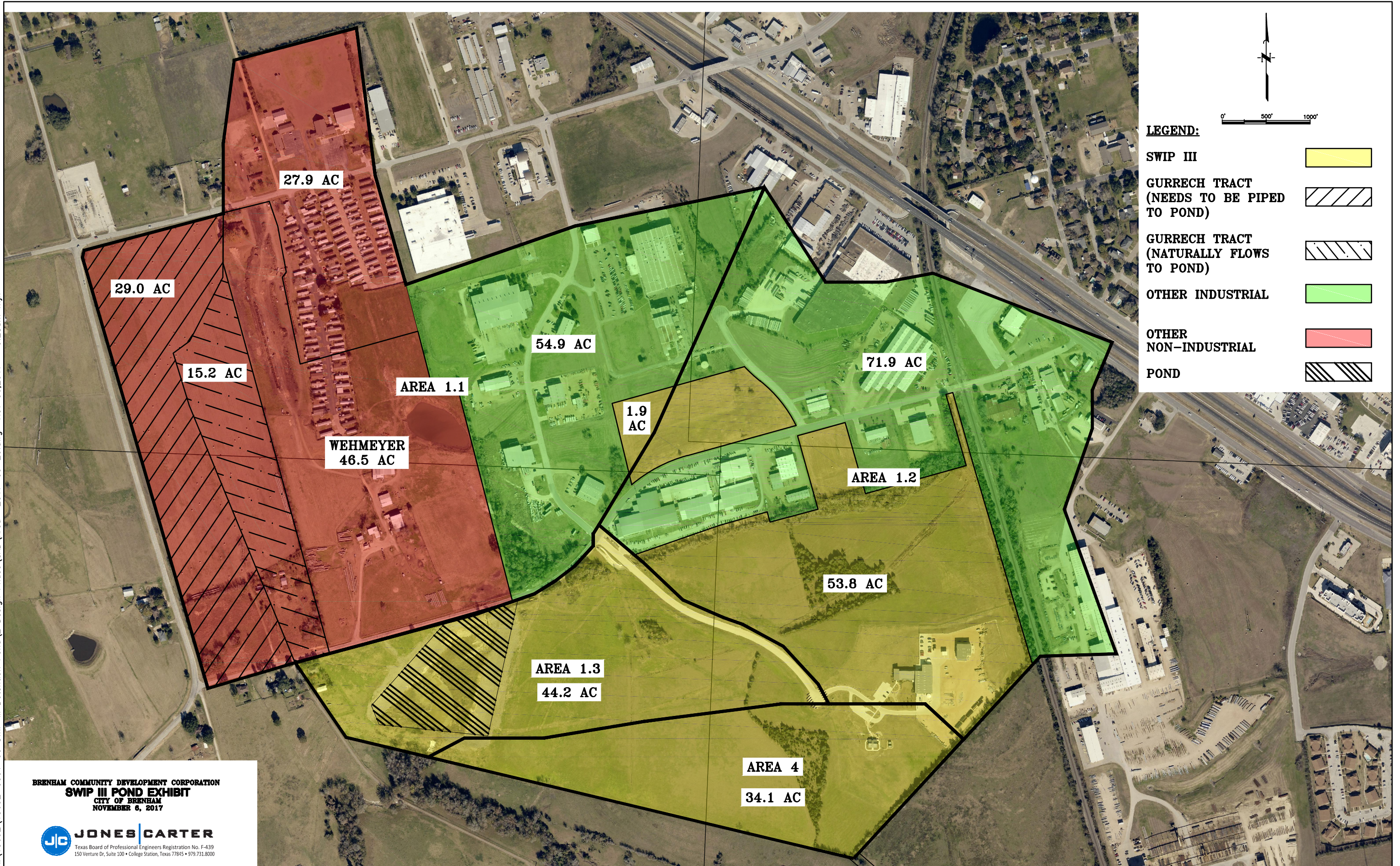
5/31/2018

Item No.	Description of Item	Approx. Quantity	Units	Unit Amount	Total Price
1.	General Overhead for all Work including Mobilization, Bonds, Insurance, and Related Items	1	LS	\$19,000.00	\$19,000
2.	Erosion and Sedimentation Control as needed to fully comply with TPDES	1	LS	\$5,000.00	\$5,000
3.	Demolish 5" Reinforced Concrete Rip Rap and Weir	1	LS	\$10,000.00	\$10,000
4.	Drain and Muck Out Existing Pond	1	LS	\$10,000.00	\$10,000
5.	Bring Existing Fire Hydrant to Grade	1	EA	\$2,500.00	\$2,500
6.	Hydromulch Seeding	10	Ac.	\$2,500.00	\$25,000
7.	Pond Excavation	18,590	CY	\$4.00	\$74,360
8.	Pond Embankment	9,707	CY	\$4.00	\$38,828
9.	6' Wide Concrete Pilot Channel	1419	LF	\$30.00	\$42,570
10.	18" Diameter ASTM C-76 Class III RCP Storm Sewer Pipe	221	LF	\$70.00	\$15,470
11.	Type "E" Area Inlet	4	EA	\$4,000.00	\$16,000
12.	18" Precast Concrete 4:1 SET	4	EA	\$2,500.00	\$10,000
13.	5" Reinforced Concrete Rip Rap	75	SY	\$55.00	\$4,125
	Contingencies			10%	\$26,900
TOTAL PROBABLE CONSTRUCTION COST					\$299,800

Note: This estimate represents my best judgment as a design professional familiar with the construction industry. Jones|Carter has no control over the cost of labor, materials, or equipment; over the Contractor's methods of determining bid prices; or over competitive bidding or market conditions. Accordingly, we cannot and do not guarantee that bids will not vary from this estimate.



K:\15692\15692-0001-00 SWIP III Detention Pond\2 Design Phase\CAD\Area- 2017-09-20.dwg Nov 06,2017 - 9:28am mjh



BREHAM COMMUNITY DEVELOPMENT CORPORATION
SWIP III POND EXHIBIT
 CITY OF BREHAM
 NOVEMBER 6, 2017



Brenham Community Development Corp.
Fiscal Year 2020 Proposed Budget - Recreation

		FY19	FY20
Projected Revenues:			
Sales Tax		1,108,706	1,158,471
Interest Income		9,100	9,750
Total Projected Revenues		1,117,806	1,168,221
Projected Expenses:			
Consultant & Legal Fees		10,000	10,000
Total Projected Expenses:		10,000	10,000
Amount Available for Tier I Funding		1,107,806	1,158,221
Projects Funded/Considered for Funding Allocation:			
Aquatics:			
FY19 Approved Projects (7)		187,500	
FY20 Tier I Projects (6)			231,500
Parks:			
FY19 Approved Projects (16)		762,000	
FY20 Tier I Projects (11)			747,550
Recreation:			
FY19 Approved Projects (2)		14,000	
FY20 Tier I Projects (3)			19,000
Use of Reserves for Southside Family Park Grant Match		500,000	-
Contingency		144,306	160,171
Revenue Over/(Under) Expenditures		(500,000)	-
Tier II Projects - Unfunded			
Aquatics FY20 Tier II Projects (3)			107,000
Parks FY20 Tier II Projects (6)			340,000
FUND BALANCE PROJECTION			
FY19 BEGINNING FUND BALANCE		1,009,480	
FY19 DEFICIT		(242,549)	
FY19 ENDING FUND BALANCE		766,931	



To: BCDC Board

From: Dane Rau, Director of Public Works

Subject: Parks and Recreation FY20 Budget Requests

Date: April 15, 2019

Staff has identified the following Parks and Recreation projects for FY20 funding. Items in each section are listed in order of importance. **Note:** Tier I projects are priorities based on projected funds and Tier II projects are important, but can be deferred if funds do not allow.

Recreation

	Fiscal Year	Description	Budget Request
Tier I	2020	Parks, Recreation, and Open Spaces Master Plan - 5-year update	\$10,000
	2020	Movies in the Park	\$4,000
	2020	Christmas Stroll Programming	\$5,000
Total Recreation Request for FY20			\$19,000

Blue Bell Aquatic Center (BBAC)

	Fiscal Year	Description	Budget Request
Tier I	2020	Resurface Leisure Pool Deck	\$75,000
	2020	HVAC Units	\$64,000
	2020	Replace Pumps for Pools	\$15,000
	2020	Replace Lounge Chairs	\$60,000
	2020	Replace Umbrellas on all Picnic Tables	\$7,500
	2020	Bogo Mats	\$10,000
Tier II	2020	Aflex Inflatables	\$12,000
	2020	Repaint Steel Beams	\$50,000
	2020	Shade Structures	\$45,000
Budget Request for FY20 - Tier I			\$231,500
Budget Request for FY20 - Tier II			\$107,000
Total Budget Request for FY20			\$338,500

Parks

	Fiscal Year	Description	Budget Request
Tier I	2020	Splash Pad	\$300,000
	2020	Turf mound - Schulte Field	\$12,000
	2020	Bullpen Upgrades - Hohlt Park	\$11,000
	2020	Finke Pavilion Fan	\$11,550
	2020	Playground - Jerry Wilson	\$85,000
	2020	Replace fencing - Pickleball Court	\$6,000
	2020	Shade Canopy - Pickleball	\$15,000
	2020	Henderson Park Phase III	\$200,000
	2020	Renovations - Blinn Softball Field	\$40,000
	2020	Replace bleachers - Hohlt Park	\$45,000
	2020	Scoreboards - Hohlt Park softball	\$22,000
Tier II	2020	Outfield Wall Upgrades - Fireman's Field	\$80,000
	2020	Resurface Parking Lot - Linda Anderson	\$30,000
	2020	Covered Basketball Courts	\$85,000
	2020	Playground - Jackson Street Park	\$85,000
	2020	Press Box Upgrades - Fireman's Field	\$30,000
	2020	Liberty Wheelchair Swing	\$30,000
Budget Request for FY20 - Tier I			\$747,550
Budget Request for FY20 - Tier II			\$340,000
Total Budget Request for FY20			\$1,087,550

Budget Request Tier I (Recreation, BBAC, Parks) \$998,050

Budget Request Tier I and Tier II (Recreation, BBAC, Parks) \$1,445,050



To: BCDC Board Members
From: James Fisher
Subject: Upcoming Special Meeting and Other Meeting Dates for 2019
Date: April 18, 2019

In order to give the Board plenty of time to consider what will be presented to them in Work Session on April 24th, a Special Meeting has been called for **Wednesday, May 8th at 7:30 a.m.** This Special Meeting will allow the Board additional time to discuss the funding requests and make final decisions regarding the FY2019-20 budget.

The remaining 2019 meeting dates are:

- Thursday, August 8, 2019 at 7:30 a.m.
- Thursday, November 14, 2019 at 7:30 a.m.

Please be sure and mark your calendars!



Published on *Texas Economic Development Council* (<https://texasedc.org>)

Home > 2019 Houston Economic Development Sales Tax Workshop

2019 Houston Economic Development Sales Tax Workshop



Date of Event: Friday, October 25, 2019

Time of Event: 8:00 AM - 4:00 PM

Registration Deadline: Friday, October 18, 2019

Registration Rate: \$175

The Economic Development Sales Tax Workshop are designed specifically for EDC Board Members and local elected officials and include information about economic and community development in general, and changes to the Economic Development Sales Tax Law. The workshops will include a discussion of changes to the Economic Development Sales Tax law that occurred during the 86th session of the Texas Legislature. Workshop attendees will receive Open Meetings Act and Public Information Act certification as a part of this course. Attendees of the Economic Development Sales Tax Workshop will be provided training materials, a light breakfast, and lunch.

DoubleTree Hotel

8181 Airport Blvd
Houston, TX 77061
(713) 645-3000

Overnight Accommodations:

The TEDC's discounted room block rate at the DoubleTree is currently **\$115.00/night+tax**. There are **limited number** of rooms available in the TEDC's room block. The room block rate will expire on **October 11th**, 2019.

To book your reservation by phone: (800) 445-8667

Registration and Payment Policy: All registrations are to be made online. Registrations will not be accepted by mail, email, telephone or fax. Payments in advance are encouraged, unless specified to be paid prior to the event. Invoices are required to be paid within 30 days following the event. Payments may be made in the form of check or online via credit card. Purchase orders will not be accepted as a form of payment.

Cancellation, Refund and No-Show Policy: All cancellations must be received in writing via email to TEDC staff. Cancellations received in writing on or before (10 business days), and which payment has been received, will be refunded via check following the event. All refunds will be charged a \$35.00 administration cancellation fee. There will be no refunds for cancellations received after (10 business days). A registrant who does not submit a written cancellation or attend the event, is considered a No-Show and is not eligible for a refund. A registrant who does not submit a written notice of cancellation or attend the event is still responsible for the registration fee.

Source URL: <https://texasedc.org/2019-houston-economic-development-sales-tax-workshop>



MEMORANDUM

To: BCDC Board

From: Susan Cates, Director of Economic Development

Subject: Economic Development Project Tracking

Date: 4/18/2019

Attached is a spreadsheet that lists the projects that have come through the Economic Development Department since January. This is a document that I maintain to track activity and is helpful in analyzing trends. Some of the site specifics for the projects are listed as well as the project status.

This document will be made available as part of your BCDC agenda packet at each meeting and will reflect the active projects and the new projects since the last report. In other words, projects without activity for the current period will roll off the report to keep it a manageable size.

It is my hope that having these reports on a regular basis will help you understand the vital role that BCDC plays in the Economic Development process of our City. I look forward to answering any questions you may have about this report at our meeting.

**Business Development
January-March, 2019**

Date	Source	Name	Acreage	SF Building	Building Specs	Employees	CapEx	Industry	Misc Project Specs	Submitted	Reason no Submittal
1/14/2019	Direct	BK Retail	35+					Retail	Continuing to work with Developer on this project	NA	
1/15/2019	GovOfc	Tiger Two	4-6	55,000-100,000	24' clear height, HVAC, Min 4 dock doors, with 2 grade level, fully sprinkled, 430,000KWh/mo per day, 400,000 gallons water usage/mo	120	\$6M	Food Mfg	w/in 50 of 400K population, unemp rate over 3.5%, access for truck traffic, w/in 300 miles of 2 flour mills, 1 soy oil processing plant, 1 corrugated paper plant	Y	
1/23/2019	Direct	Zoom Parts	1	4,000	In line or freestanding	5		Retail		NA	
1/24/2019	Direct	Nursing Home						Healthcare	Continuing to work with Mike Adams toward renovation of Brenham Nursing Home	NA	
1/28/2019	Direct	Market Square	50					Retail/Commercial	Continuing to work with Developer and CRE on this project	NA	
1/30/2019	Direct	Silver Crayon	300+	100,000	Looking for land with gas 6,500 cf per hour, electric min 480V 3phase with 6K min amps (prefer 4160V), water & sewer to site they will build to suit	30		Advanced Mfg Distribution	Min Inv \$20M Avg wage \$90K	Y	
2/6/2019	Direct	Moving Water	2	50K	Warehouse 24' clear height			Distribution	Needs immediate occupancy, signed a lease in a "not quite what we need" facility in Bryan with an out option in 18 months	N	Stay in contact at 6 months to find out how space is working.
2/15/2019	GovOfc	Flower Petal	5			60		Manufacturing		N	Brenham not in Target Area
2/18/2019	Direct	Sit Again	1-2	5,000	Freestanding			Restaurant		NA	
2/19/2019	Direct	SBDC	<5	30-40K	20 ft ceiling min 3 phase power lease only			Manufacturing	From BV SBDC	N	No available site
2/28/2019	GovOfc	Mini Van	5+	50,000-60,000	Industrial Park, 24' clear height, fire sprinkler, HVAC	100	\$15.5M	Advanced Mfg	build-to-suit considered	Y	
3/4/2019	GovOfc	Curly Fries		200K-400K	20 ft minimum ceiling height 8 dock high loading doors 1 drive in door 600 amps min electrical 4,000sf office space min	50	TBD	Manufacturing Wire Mfr	only considering existing buildings	N	No 200K bldg
3/13/2019	GovOfc	Heather Gems	100-150					Manufacturing	Direct Rail or Barge access Attainment Zone flat topography WW 40K-70K/day discharge No gas lines, water features, powerlines crossing land	N	No sites meet criteria

**Business Development
January-March, 2019**

Date	Source	Name	Acreage	SF Building	Building Specs	Employees	CapEx	Industry	Misc Project Specs	Submitted	Reason no Submittal
3/14/2019	HWH	Golden Heights	10-20	40K+	Prefer existing bldg Green field or brownfield considered Expansion to 150K sf 2K amps, 480v, 3-phase power 2" natural gas line high speed internet	40-100	\$11M	Manufacturing	MUST BE IN NMTC AREA	N	Sites that qualify were not "for sale." Contacted HWH with alternatives.
3/19/2019	Direct	Hi Speed	5-6	5K	5K warehouse w/ small office exterior storage for lay-down yard	20		Distribution		Y	
4/1/2019	Direct	Expansion		50K		13		Manufacturing	Existing local business requesting assistance with an expansion project to include purchase of an adjacent property		
4/2/2019	Direct	Red River	120						Existing local business requesting assistance with a relocation within the community and expansion of operations		