



**NOTICE OF A MEETING**  
**Brenham Community Development Corporation**  
**Thursday, August 8, 2019 @ 7:30 a.m.**  
**City Hall - 2<sup>nd</sup> 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. Discuss and Possibly Act Upon the Approval of Minutes from the May 9, 2019 Regular Meeting**
  - 4. Discuss and Possibly Act Upon FY2018-19 Third Quarter Financial Report**
  - 5. Discuss and Possibly Act Upon a Resolution Authorizing the Conveyance of Approximately 1.1717 Acres of Land from the Brenham Community Development Corporation to Del Sol Foods, Inc. for Future Development**
  - 6. Administrative Updates**

**Adjourn**

***CERTIFICATION***

*I certify that a copy of the agenda of items to be considered by the Brenham Community Development Corporation (BCDC) on Thursday, August 8, 2019 was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Friday, August 2, 2019 at 3:00 P.M.*

***Jeana Bellinger, TRMC, CMC***

***City Secretary/ Director of Administrative Services***  
***BCDC Staff Liaison***

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

May 9, 2019

A special meeting of the Brenham Community Development Corporation was held on May 9, 2019, at City Hall, 2<sup>nd</sup> Floor Conference Room, 200 W. Vulcan, Brenham, Texas beginning at 7:30 a.m.

Board members present were Charles Moser, Atwood Kenjura, Darrell Blum, John Hasskarl, David Cone, Gary Crocker, and Bill Betts.

City of Brenham staff members present were James Fisher, Carolyn Miller, Lowell Ogle, Jeana Bellinger, Stacy Hardy, Lori Lakatos, Dane Rau, Casey Redman, Jennifer Eckermann, Susan Cates, Tammy Jaster and Crystal Locke.

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. Citizen and Visitor Comments**

There were no citizens or visitor comments.

- 4. Discuss and Possibly Act Upon the City of Brenham's Economic Development Initiatives and Expenditures**

Assistant City Manager and Chief Financial Officer reminded the Board that at the April 24, 2019 meeting the Board requested that the City Attorney Cary Bovey review and provide his opinion on the reimbursement of consultant and legal expenditures for economic development initiatives.

Miller provided the Board with a memo from Bovey that explained his approval of the reimbursement of economic development expenditures to the City base on language contained in Sections 505.152 and 505.158 of the Texas Local Government Code.

After further discussion by the Board, Boardmember Betts explained that he did not completely agree with Bovey's interpretation of the Government Code. Betts explained that his concerns were based on the language contained in Section 505.160 of the Government Code that states that an economic development corporation "may undertake a project" not that a corporation can be reimbursed for a project already completed.

A motion was made by Bill Betts and seconded by Atwood Kenjura to deny the City's request for reimbursement of economic development expenditures.

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 Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Yes

#### **5. Discuss and Possibly Act Upon the Reallocation of FY0218-19 Budgeted Funds for Various Park Projects**

Director of Public Works Dane Rau presented this item to the Board. Rau explained that during the 2018-19 funding meeting, the Board approved \$762,000 of projects related to park improvements. Rau advised that Board that budget savings from these projects is estimated to be \$36,000.

Rau explained that since there will be a substantial savings in FY18-19, he would like the board to approve reallocating \$17,200 of the \$32,000 savings to the Linda Anderson batting cage cover project since it is the only project that has come in over budget.

A motion was made by Darrell Blum and seconded by David Cone to reallocate \$17,200 of FY2018-19 savings to the Linda Anderson batting cage project.

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

Chairman Charles Moser	Yes
<b>Board Member Bill Betts</b>	<b>Abstain</b>
Board Member Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Yes

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

**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**

Assistant City Manager – Chief Financial Officer Carolyn Miller presented the following FY19-20 budget summary for Economic Development and explained that each Department Director would present their individual budget request:

- 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.
- The Performance Agreement payment of \$40,000 will be made to Tempur-Sealy in FY20.
- Annual debt service payment of \$80,000 for \$1M debt issuance for the construction of detention ponds.
- Funding requests from Main Street and Economic Development departments total \$112,500, leaving a contingency balance of \$21,127.

Director of Economic Development Susan Cates presented her line item budget to the Board. Cates explained that her budget includes:

- Debt service payments in the amount of \$226,428 for the Weige and Gurrech tracts;
- Funding for Economic Development activities and operations in the amount of \$202,645;
- \$17,500 for Business Park maintenance items; and
- \$10,000 for legal fees

Cates explained that the \$40,000 payment to Tempur-Sealy is also included in her budget along with funding for Main Street grants, debt service for detention ponds, and ED sales tax recovery services. Cates advised that her budget would also include a contingency of \$21,127 for any unforeseen issues or projects.

Tourism and Marketing Director Jennifer Eckermann presented her line item budget to the Board. Eckermann explained that she was requesting funds for two (2) programs in FY20:

- |   |          |
|---|----------|
| 1. Economic Impact and Innovation Grant (EIIG): | \$15,000 |
| 2. Incentive Grant Match Funds:                 | \$10,000 |

City Engineer Lori Lakatos presented information related to the funding of the detention ponds in the Brenham Business Center and Southwest Industrial Park, Section III. Lakatos explained that combined the two detention ponds will cost an estimated \$1,043,497.

Lakatos then provided the Board with the following information on each pond:

Brenham Business Center

- Final design is complete, Engineer’s opinion of probable cost is \$497,266;
- Two alternates included in the design: (1) Precision Polymer Engineering to provide detention for existing development for \$126,428.50 and; (2) Advanced Data Storage to provide detention for existing development for \$79,867.70.
- The two alternates will be included in the bid but may not be accepted at the time of award.
- Total with alternates is \$703,562.20

Southwest Industrial Park, Section III

- Final design is complete, Engineer’s opinion of probable cost is \$299.800.
- Final design based on two options:
  - 70% impervious coverage serving SWIP III at 134.3 acres, Gurrech Tract at 44.2 acres and 20 acres of additional detention capacity; and
  - 85% impervious coverage serving SWIP III at 134.3 acres and 10 acres of additional detention capacity

Lakatos explained that neither option would trigger the dam safety requirements.

A motion was made by Bill Betts and seconded by David Cone to approve the FY20 budget requests for Economic Development and Main Street and the issuance of debt for the construction of the detention ponds in the Brenham Business Center and Southwest Industrial Park, Section III.

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 Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Yes

**B. Recreation Budget Summary**

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

Assistant City Manager – Chief Financial Officer Carolyn Miller presented the following FY19-20 budget summary for Parks and Recreation and explained that Dane Rau, Director of Public Works would present the individual department budget request:

- Tier I funding requests from Aquatics, Parks and Recreation total \$1,148,050 leaving a contingency balance of \$10,171.
- Tier II funding requests from Aquatics and Parks total \$447,000 and are currently unfunded in the FY20 budget.

Director of Public Works Dane Rau presented the following items for consideration by the Board:

Tier I

- **Recreation: \$19,000**
  - Movies in the Park: \$4,000
  - Christmas Stroll: \$5,000
  - Parks, Recreation and Open Spaces Master Plan Update: \$10,000
- **Blue Bell Aquatic Center: \$231,500**
  - Resurface Leisure Pool Deck: \$75,000
  - HVAC Units: \$64,000
  - Replace Pool Pumps: \$15,000
  - Replace Lounge Chairs: \$60,000
  - Replace Umbrellas on All Picnic Tables: \$7,500
  - Bogo Mats: \$10,000
- **Parks: \$897,550**
  - Splashpad: \$300,000
  - Turf Mound, Schulte Field: \$12,000
  - Bullpen Upgrades, Hohlt Park: \$11,000
  - Finke Pavilion Fan: \$11,550
  - Playground, Jerry Wilson: \$85,000
  - Replace Fencing, Pickleball Court: \$6,000
  - Shade Canopy, Pickleball: \$15,000
  - Henderson Park, Phase III: \$350,000
  - Renovations – Blinn Softball Field: \$40,000
  - Replace Bleachers – Hohlt Park: \$45,000
  - Scoreboards – Hohlt Park Softball: \$22,000

Tier II

- **Blue Bell Aquatic Center: \$107,000**
  - Aflex Inflatables: \$12,000
  - Repaint Steel Beams: \$50,000
  - Shade Structures: \$45,000
- **Parks: \$340,000**
  - Outfield Wall Upgrades, Fireman's Field: \$80,000
  - Resurface Parking Lot, Linda Anderson: \$30,000
  - Covered Basketball Courts: \$85,000
  - Playground, Jackson Street Park: \$85,000
  - Press Box Upgrades, Fireman's Field: \$30,000
  - Liberty Wheelchair Swing: \$30,000

A motion was made by John Hasskarl and seconded by Darrell Blum to approve funding for all Tier I projects as requested by staff.

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 Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Yes

The Board adjourned into Executive Session at 8:30 a.m.

#### **EXECUTIVE SESSION**

**7. 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**

Executive Session adjourned at 8:44 a.m.

#### **RE-OPEN REGULAR SESSION**

**8. Discuss and Possibly Act Upon a Performance Agreement Between Brenham Community Development Corporation (BCDC) and Project Hi-Speed and Authorize the President to Execute Any Necessary Documentation**

A motion was made by Atwood Kenjura and seconded by David Cone to approve a Performance Agreement between the BCDC and Project Hi-Speed, as discussed in Executive Session, and authorize the President to negotiate as discussed in Executive Session.

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 Gary Crocker	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Yes
Board Member David Cone	Yes

## **Adjourn**

The meeting was adjourned.

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Charles Moser  
Chairman

### **ATTEST:**

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Jean Bellinger, TRMC, CMC  
City Secretary/Director of Administrative Services  
BCDC Secretary





## MEMORANDUM

To: BCDC Board and City Manager

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

Subject: BCDC Third Quarter FY18-19 Financial Statements

Date: August 2, 2019

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

### Sales Tax Revenue

For FY19, we increased our sales tax revenue budget by 4% over the prior year's revised annual estimate. With eight months of collections received, FY19 sales tax revenue is trending above budgeted levels. With the exception of November and March, collections for all other months showed an increase from FY18. Cumulatively, FY19 sales tax revenue is \$32,656 ahead of budget. A budget estimate was used for June 2019 collections.

### Financial Statements

The *Economic Development* operations report shows an operating surplus of \$161,482 through the third quarter of FY19. All expenditures are within budget levels.

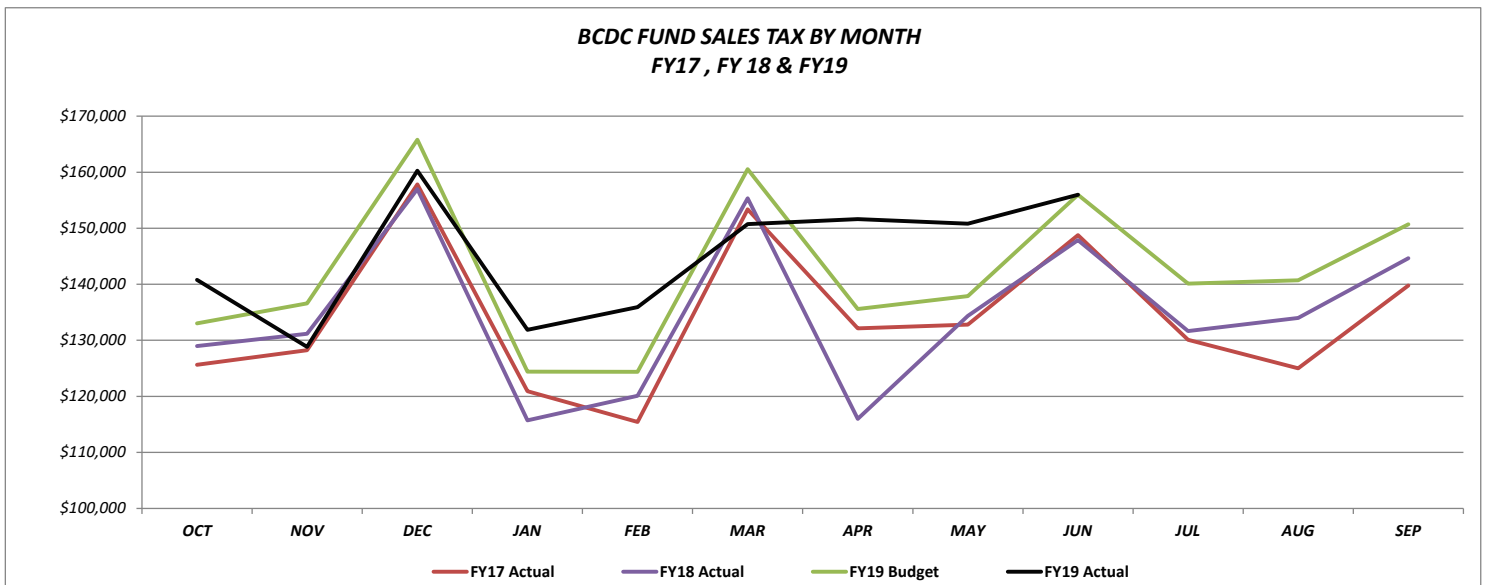
On the *Recreation* side, eighteen (18) of the 25 approved parks and recreation projects for FY19 have been completed as of the third quarter. All other funded projects are in progress and are expected to be completed during the fourth quarter of FY19, with the exception of Phase II of the Henderson Park Improvements project which will carry over to FY20. The \$500,000 budgeted transfer of fund balance reserves to the BCDC Capital Projects Fund for the potential grant match for the Southside Family Park was made in the third quarter. As a result of this transfer, the *Recreation* side ended the quarter with an operating deficit of \$108,977.

### BCDC Capital Projects

As mentioned above, BCDC transferred \$500,000 into this fund in FY19 to be designated as matching funds for a Texas Parks and Wildlife Grant for the Southside Family Park. Approximately \$400,000 of the original \$657,000 allocated for new park infrastructure costs is also available for future project expenditures.

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	150,742	151,620	150,813	155,958				1,306,842
	11,794	(2,345)	3,284	16,173	15,839	(4,612)	35,636	16,436	ESTIMATE				

Budget vs. Actual Based on Allocated Budget

Difference	7,754	(7,757)	(5,529)	7,476	11,557	(9,783)	16,022	12,917	0				32,656
Cummulative	7,754	(4)	(5,533)	1,943	13,500	3,716	19,739	32,655	32,656				

**BRENHAM COMMUNITY DEVELOPMENT CORPORATION  
COMBINED BALANCE SHEET  
YEAR TO DATE ACTUAL PERFORMANCE  
FOR THE QUARTERS ENDING JUNE 30, 2018 AND 2019**

	YTD Actual 6/30/2018		YTD Actual 6/30/2019		Percent Incr (Decr)
<u>Assets</u>					
Cash and Equivalents	\$ 530,805		\$ 502,171		-5.39%
Certificate of Deposit-Bank of Brenham	500,000	D	500,000	D	0.00%
Misc. Accounts Receivable	2,118		-		
Sales Tax Receivable	282,263	A	306,771	B	8.68%
Total Assets	\$ 1,315,186		\$ 1,308,942		-0.47%
<u>Liabilities and Fund Balance</u>					
Accrued Liabilities	\$ 409,275	C	\$ 162,561	C	-60.28%
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	519,702		272,988		
Fund Balance					
Beginning Fund Balance	911,794		983,449		
Excess Revenues Over Expenditures	(116,310)		52,505		
Total Fund Balance	795,484		1,035,954		30.23%
Total Liabilities and Fund Balance	\$ 1,315,186		\$ 1,308,942		-0.47%

A - Receivable represents sales tax for May and June 2017.

B - Receivable represents actual sales tax for May and estimated sales tax for June 2019.

C - Accrued Liabilities relate to 3rd 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 JUNE 30, 2018 AND 2019**

	YTD Actual 6/30/2018	YTD Actual 6/30/2019	Percent Incr (Decr)
<u>Revenues</u>			
Sales Tax	\$ 1,206,564	\$ 1,306,841	8.31%
Lease of Land	2,118	1,158	
Interest	23,983	13,774	-42.57%
Total Revenues	1,232,665	1,321,773	7.23%
<u>Expenditures</u>			
Economic Development Operations	127,205	96,479	-24.15%
Economic Development Marketing-Website	10,825	14,211	
Lawn Maintenance	5,500	6,300	14.55%
Services - Street Lights Electrical	4,605	4,687	1.78%
Legal Fees	2,483	4,103	65.24%
Aquatic Center Playground Equipment	-	98,961	
Aquatic Center Tower Structure Repair	-	15,000	
Aquatic Center Sand Filters	-	8,659	
Aquatic Center Aflex Inflatables	-	24,106	
Aquatic Center Popsicle/Country Cone Refurbishments	-	7,350	
Aquatic Center Back Parking Lot	17,000	-	
Aquatic Center Scoreboard	1,930	-	
Aquatic Center Pool Replasters	64,550	-	
Park Trash Receptacles	31,818	-	
Rock Party Room Repairs	-	19,126	
Hohlt Playground Equipment	-	68,322	
Downtown Christmas Stroll Attraction	10,000	10,000	0.00%
Movies in the Park	4,000	4,000	0.00%
Basketball Court Improvements	17,127	-	
All Sports Building Parking Lot	111,007	-	
Henderson Park Improvements-Phase I	294,900	-	
Jackson St. Park Parking Lots	-	26,623	
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	
Lightning Detectors - Jackson St. Park & Henderson Park	-	21,675	
Park & Church Street Linear Park	150,000	-	
Detention Pond Construction-BBC	-	1,200	
Detention Pond Construction-SWIP III	16,813	-	
Notes Payable to City - Principal & Interest	151,856	167,411	10.24%
Economic Innovation Incentive Grants	-	7,500	
Total Expenditures	1,021,619	769,268	-24.70%
Revenues Over (Under) Expenditures	211,046	552,505	161.79%
<u>Other Financing Sources (Uses)</u>			
Transfer to BCDC Capital Projects	-	(500,000)	
Transfer to Debt Service Fund	(327,356)	-	09 Refunded Debt
Total Other Financing Sources (Uses)	(327,356)	(500,000)	
Total Surplus (Deficit)	(116,310)	52,505	
Beginning Fund Balance	911,794	983,449	
Estimated Ending Fund Balance	\$ 795,484	\$ 1,035,954	

**BRENHAM COMMUNITY DEVELOPMENT CORPORATION**  
**ECONOMIC DEVELOPMENT**  
**YEAR TO DATE PRO FORMA PERFORMANCE**  
**FOR THE QUARTERS ENDING JUNE 30, 2018 AND 2019**

	<u>YTD Actual</u> <u>6/30/2018</u>	<u>YTD Actual</u> <u>6/30/2019</u>	<u>Percent</u> <u>Incr (Decr)</u>
<u>Revenues</u> 35% of Combined			
Sales Tax	\$ 422,297	\$ 457,394	8.31%
Lease of Land	2,118	1,158	-45.33%
Interest	8,394	4,821	-42.57%
	<u>432,809</u>	<u>463,373</u>	<u>7.06%</u>
<u>Expenditures</u>			
Economic Development Operations	127,205 A	96,479 B	-24.15%
Economic Development Marketing	10,825 A	14,211 B	31.28%
Lawn Maintenance	5,500	6,300	14.55%
Services - Street Lights Electrical	4,605	4,687	1.78%
Legal Fees	2,483	4,103	65.24%
Note Payable to City - Principal & Interest	151,856	167,411	10.24%
Park & Church Street Linear Park	150,000	-	
Detention Pond Construction-BBC	-	1,200	
Detention Pond Construction-SWIP III	16,813	-	
Economic Innovation Incentive Grants	-	7,500	
Total Expenditures	<u>469,287</u>	<u>301,891</u>	-35.67%
Revenues Over (Under) Expenditures	(36,478)	161,482	
<u>Other Financing Sources (Uses)</u>			
Transfer to Debt Service Fund - Principal	(68,771)	-	09 Refunded Debt
Transfer to Debt Service Fund - Interest	(2,751)	-	09 Refunded Debt
Total Other Financing Sources (Uses)	<u>(71,522)</u>	<u>-</u>	
Total Surplus (Deficit)	<u>(108,000)</u>	<u>161,482</u>	
Beginning Fund Balance	60,457	(26,031)	
Estimated Ending Fund Balance (Deficit)	<u>\$ (47,543) C</u>	<u>\$ 135,451 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 JUNE 30, 2018 AND 2019**

	YTD Actual 6/30/2018	YTD Actual 6/30/2019	Percent Incr (Decr)
<u>Revenues</u> <i>65% of Combined</i>			
Sales Tax	\$ 784,267	\$ 849,447	8.31%
Interest	15,589	8,953	-42.57%
	799,856	858,400	7.32%
 <u>Expenditures</u>			
Aquatic Center Playground Equipment	-	98,961	
Aquatic Center Tower Structure Repair	-	15,000	
Aquatic Center Sand Filters	-	8,659	
Aquatic Center Aflex Inflatables	-	24,106	
Aquatic Center Popsicle/Country Cone Refurbishments	-	7,350	
Aquatic Center Back Parking Lot	17,000	-	
Aquatic Center Scoreboard	1,930	-	
Aquatic Center Pool Replasters	64,550	-	
Park Trash Receptacles	31,818	-	
Rock Party Room Repairs	-	19,126	
Hohlt Playground Equipment	-	68,322	
Downtown Christmas Stroll Attraction	10,000	10,000	
Movies in the Park	4,000	4,000	
Basketball Court Improvements	17,127	-	
All Sports Building Parking Lot	111,007	-	
Henderson Park Improvements-Phase I	294,900	-	
Jackson St. Park Parking Lots	-	26,623	
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	
Lightning Detectors - Jackson St. Park & Henderson Park	-	21,675	
Total Expenditures	552,332	467,377	
Revenues Over (Under) Expenditures	247,524	391,023	
 <u>Other Financing Sources (Uses)</u>			
Transfer to BCDC Capital Projects	-	(500,000)	
Transfer to Debt Service Fund - Principal	(245,994)	-	09 Refunded Debt
Transfer to Debt Service Fund - Interest	(9,840)	-	09 Refunded Debt
Total Other Financing Sources (Uses)	(255,834)	(500,000)	
Total Surplus (Deficit)	(8,310)	(108,977)	
Beginning Fund Balance	851,337	1,009,480	
Estimated Ending Fund Balance	\$ 843,027	\$ 900,503	

**BREHAM COMMUNITY DEVELOPMENT CORPORATION**  
**CAPITAL PROJECTS FUND**  
**AS OF JUNE 30, 2019**

	Budget	Actual to Date
<b><u>Funds Available</u></b>		
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
Transfer from BCDC - Brenham Family Park Grant Match	500,000	500,000
Interest Income	9,388	9,388
<b>Total Funds Available</b>	<b>1,954,751</b>	<b>1,954,751</b>
<b><u>Use of BCDC Funds</u></b>		
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	76,772	-
Sewer line materials - new park	30,000	-
Grant Match for Phase I(a)	500,000	-
Land - Title Policy	6,877	6,877
City Reimb of J&C road construction invoices paid by Developer	17,601	17,601
<b>Sub Total</b>	<b>1,954,751</b>	<b>1,050,979</b>
Contingency	-	-
<b>Total Uses</b>	<b>\$ 1,954,751</b>	<b>\$ 1,050,979</b>
<b>Fund Balance</b>	<b>\$ 0</b>	<b>\$ 903,772</b>



**MEMORANDUM**

To: James Fisher, City Manager  
BCDC Board of Directors  
Carolyn Miller, Asst. City Manager-CFO

From: Susan Cates, Director of Economic Development

Subject: Conveyance of Drainage Easement to Del Sol Food Company, Inc.

Date: August 2, 2019

Del Sol Food Company, Inc. acquired the former Advanced Data Storage building located at 3151 South Blue Bell Road in July, 2019. Del Sol intends to utilize this 57,000 sf building to expand their existing business. The expansion involves a \$7.7M capital investment by the owners of Del Sol into the Brenham community and will result in an estimated 10 additional jobs over their current employment base of 62.

BCDC currently owns an approximate 1.1717-acre drainage easement (WCAD #R56332) located between the existing Del Sol property at 3015 South Blue Bell Road and the aforementioned ADS acquisition. In a memo dated September 23, 2014 it was noted that, "the City has agreed to give Del Sol the approximately 1 acre drainage area between Del Sol and ADS, which will relieve BCDC of future maintenance issues." Del Sol has been maintaining this drainage easement since this time.

With Del Sol's business expansion, there is now the possibility that Del Sol will build a driveway over the drainage easement to connect the two buildings. We are asking BCDC to complete the conveyance of the 1.1717-acre parcel to Del Sol Food Company, Inc. to allow for their continued expansion and to relieve BCDC from future maintenance responsibility for the tract.



**RESOLUTION**

**A RESOLUTION OF THE BRENHAM COMMUNITY DEVELOPMENT CORPORATION (BCDC) AUTHORIZING THE CONVEYANCE OF APPROXIMATELY 1.1717 ACRES FROM THE BCDC TO DEL SOL FOODS, INC. FOR FUTURE DEVELOPMENT IN THE BRENHAM BUSINESS CENTER; AND AUTHORIZING THE PRESIDENT TO EXECUTE THE NECESSARY DOCUMENTS**

**WHEREAS**, the Brenham Community Development Corporation (BCDC) desires to convey a tract of land containing approximately 1.1717 acres, more or less, described as Portion of Reserve "B" of the Brenham Business Center, Phase I, further depicted in Exhibit "A" attached hereto and incorporated herein for all purposes (the "Property"), as recorded in Plat Slide 592-A of the Plat Records of Washington County, Texas; and

**WHEREAS**, the Board of Directors of the BCDC desires to convey the Property to Del Sol Foods, Inc. in anticipation of future development in the Brenham Business Center; and

**WHEREAS**, the Board of Directors desires to authorize the President of the BCDC to execute any and all documents and instruments related to the conveyance of said Property to Del Sol Foods, Inc. for the purposes stated hereinabove.

**NOW THEREFORE**, be it resolved by the Brenham Community Development Corporation that:

**Section 1:** The BCDC shall convey to Del Sol Foods, Inc. the Property, as described in Exhibit A; and

**Section 2:** The President of the BCDC James Fisher, upon receipt of a survey of the Property, is hereby authorized to execute any and all documents and instruments necessary and appropriate for said conveyance.

**RESOLVED** on this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

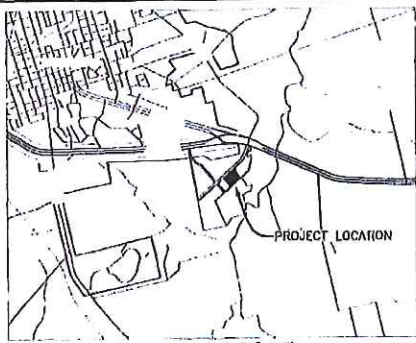
\_\_\_\_\_  
Charles Moser  
Chairman

**ATTEST:**

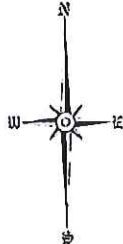
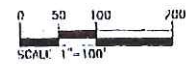
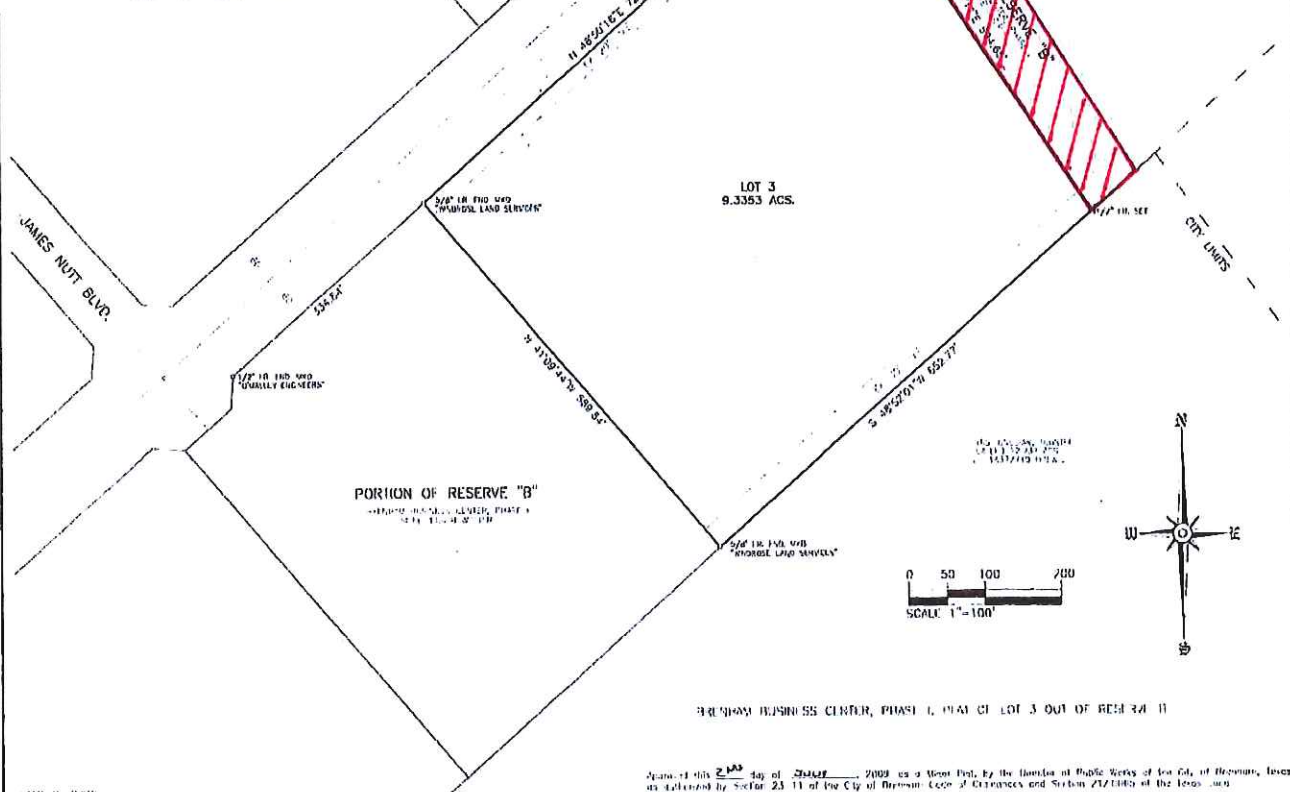
\_\_\_\_\_  
Jeana Bellinger, TRMC, CMC  
City Secretary/Director of Administrative Services  
BCDC Secretary

CITY OF BRENHAM  
WASHINGTON COUNTY, TEXAS

EXHIBIT "A"  
APPROX. 1.1717 ACRES



VOIRIEU MAP SCALE 1"=400'



BRENHAM BUSINESS CENTER, PHASE I, PLAT OF LOT 3 OUT OF RESERVE B

STATE OF TEXAS  
COUNTY OF WASHINGTON

The Brenham Community Development Corporation, owner of the property subdivided in the foregoing plat of Lot 3 Reserve B of Brenham Business Center, Phase I to the City of Brenham, Texas, do hereby certify that the survey made subdivision of said property according to the lines, bearings, hills, rivers, hollows, roads, and easements therein shown, clear and definite and conforming to the plat of Reserve B of Brenham Business Center, Phase I to the City of Brenham, Texas, located in Brenham, Washington County, Texas, and are so fully done as to make use of such the streets, ditches, and easements as appear by the maps and plat, detached or accompanied by the situation of the surface of any portion of the ground and ways to conform to such grades, and do hereby defend the title to the land so described.

There is also attached to this plat an uncolored metal easement line (5) feet wide from a plane twenty (20) feet above the ground surface, vertical to all easements shown herein. The fee (5) acre easement being subject to streets, ditches, and easement boundary lines.

An survey plat and copy that the area after the boundaries of this subdivision is for business purposes unless otherwise stated.

Witness my hand and Seal, Washington County, Texas on the 3rd day of June, 2009.

*Mamad Kariem*  
Mamad Kariem, Chairman of the Brenham Community Development Corporation

*Jane Kellings*  
Jane Kellings, Vice Secretary of the Brenham Community Development Corporation

STATE OF TEXAS  
COUNTY OF WASHINGTON

Before me the undersigned authority, on this day personally appeared Mamad Kariem, Chairman of the Brenham Community Development Corporation, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this 3rd day of June, 2009.

*Joyce A. Mahoney*  
Joyce A. Mahoney, Notary Public in and for the State of Texas

STATE OF TEXAS  
COUNTY OF WASHINGTON

I, Robert C. O'Malley, P.E., do hereby certify that this survey was performed on the ground under my supervision and completed May 29, 2009. It is my professional opinion that this plat accurately reflects the facts as found.

*Robert C. O'Malley*  
Robert C. O'Malley, P.E.  
Texas Registered Professional Land Surveyor No. 1265



Approved this 2nd day of June, 2009 as a Notary Public, by the Honorable Public Representative of the City of Brenham, Texas, as authorized by Section 23.11 of the City of Brenham Code of Ordinances and Section 21.11(a) of the Texas Local Government Code.

*[Signature]*  
City Clerk  
Director of Public Works

1. *Beth Rothermel*, County Clerk in and for Washington County, hereby certifies that the foregoing instrument was filed for public records and that in my office this day of June, 2009, at 2:15 PM, under Act 10, in the Public Records Office of the State of Texas. Admitted by bond and seal of the County, Clerk of the said County, at office in Brenham, Texas.

11. *Ashlisha Weed*, County Clerk  
*Beth Rothermel*, County Clerk  
Washington County, Texas

General Notes:  
1. Hearings are based on a survey of record as recorded in Plat 2008-11-A, of the Washington County Plat of Reserve B.  
2. The survey has not established the property. In a survey and partition without the benefit of a current plat of property or 100-year plat and may be subject to any conditions, restrictions or exceptions that a plat after certain right become.  
3. This survey is valid only if it bears the original and one signature of the surveyor.  
4. This plat is not valid if it is a copy of a plat from a surveyor who is not a member of the Texas Board of Professional Land Surveyors, Texas Government Code Chapter 1003, and 1003-A, and 1003-A effective 9-24-1977.  
5. All 1/2" and 1/4" rods are not marked with plastic caps stamped "O'MALLEY ENGINEERS".

BRENHAM BUSINESS CENTER, PHASE I  
PLAT OF LOT 3 OUT OF RESERVE B,  
9.3353 ACRES  
OUT OF THE ISAAC LEE SURVEY, A-77  
CITY OF BRENHAM,  
WASHINGTON COUNTY, TEXAS

**O'MALLEY ENGINEERS**  
203 S JACKSON ST. BRENHAM, TEXAS  
(879) 836-7037 FAX (879) 836-7030