

MINUTES

BREHAM COMMUNITY DEVELOPMENT CORPORATION

April 15, 2021

A special meeting of the Brenham Community Development Corporation was held on Thursday, April 15, 2021 at City Hall, Council Chambers, 200 W. Vulcan, Brenham, Texas beginning at 7:30 a.m.

Board members present were Charles Moser, Darrell Blum, Atwood Kenjura, Ken Miller, Jim Kolkhorst and Gary Crocker.

Board members absent were Bill Betts.

City of Brenham staff members present were Carolyn Miller, Donald Reese, Jeana Bellinger, Dane Rau, Susan Cates, Stephanie Doland, Casey Redman, Crystal Locke and Tammy Jaster.

- 1. Chairman Charles Moser called the meeting to order**
- 2. Invocation and Pledges to the U.S. and Texas Flags**
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the January 28, 2021 Regular Meeting and the February 25, 2021 Special Meeting**

A motion was made by Atwood Kenjura and seconded by Darrell Blum to approve the minutes from the January 28, 2021 regular meeting and the February 25, 2021 special meeting with a correction of "*January 28, 2021*" shown in the heading on the February 25, 2021 minutes to read "*February 25, 2021*".

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	Yes
Board Member Bill Betts	Absent
Board Member Gary Crocker	Yes
Board Member Jim Kolkhorst	Yes
Board Member Atwood Kenjura	Yes
Board Member Ken Miller	Yes

4. Discuss and Possibly Act Upon FY2020-21 First Quarter Financial Statements

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item to the Board. Miller explained the following details about the financial statements:

Sales Tax Revenue

- FY21 sales tax revenue is trending above budget. FY21 sales tax is \$28,410 ahead of budget and \$20,189 above prior year.

Financial Statements – Fund 250

- **Economic Development** operations have an operating surplus of \$65,299 as of the end of the first quarter. All operating expenditures are within budget levels and comparable to prior year.
- **Recreation** operations have three (3) of the eighteen (18) approved parks and recreation projects completed as of the first quarter. All other projects are on schedule to be completed in FY21. Recreation operations ended the quarter with an operating surplus of \$205,905.

BCDC Capital Projects – Fund 252

- No activity occurred in the BCDC Capital Projects Fund for the first quarter of FY21. Fund balance is \$915,841 is available for future project expenditures, and we expect to begin utilizing the fund balance along with the \$750,000 Texas Parks and Wildlife Grant for the Southside Family Park as the park project gets underway in FY21.

A motion was made by Gary Crocker and seconded by Jim Kolkhorst to approve the FY2020-21 first quarter financial statements as presented.

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	Yes
Board Member Bill Betts	Absent
Board Member Gary Crocker	Yes
Board Member Jim Kolkhorst	Yes
Board Member Atwood Kenjura	Yes
Board Member Ken Miller	Yes

5. Discuss and Possibly Act Upon Funding a Residential Needs Assessment for the City of Brenham and Authorize the Chairman to Execute Any Necessary Documentation

Economic Development Director Susan Cates presented this item. Cates explained that in the BCDC FY21 budget, \$25,000 was allocated for planning. It was hoped that BCDC could leverage these funds with grant money from the Texas Department of Agriculture (TDA) to do both a corridor study of Market Street and a residential needs assessment. However, due to changes underway at the TDA regarding the grant parameters, the grant is not available at this time.

Cates advised that the topic of residential needs in Brenham appears to be the most necessary at this time. Cates explained that the conversation regarding the need for low-income housing, affordable housing, and workforce housing is being hotly debated as potential developers are requesting this type of information as part of their due diligence on our community.

Cates advised the Board that she received three quotes for the assessment:

- Zonda Advisory, \$25,500 plus expenses
- Community Development Strategies, \$23,250 plus expenses
- RCLCO Real Estate Advisors, \$50,000 plus expenses

Director of Development Services Stephanie Doland stated that she is in support of the study and agrees with Cates that it will be very helpful for staff to have this information in working with developers. Doland also explained that it would help her staff in planning for future development and community needs.

After much discussion by the Board a motion was made by Ken Miller and seconded by Jim Kolkhorst to approve the funding of a residential assessment for the City of Brenham, to be performed by Community Development Strategies in the amount of \$25,000 and authorize the Chairman to execute any necessary documentation.

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	No
Board Member Bill Betts	Absent
Board Member Gary Crocker	Yes
Board Member Jim Kolkhorst	Yes
Board Member Atwood Kenjura	No
Board Member Ken Miller	Yes

6. Board and Staff Updates

- **Joint Economic Development Committee**
 - No update
- **Economic Development**
 - Provided information on April 2021 Business Development
 - Seven (7) requests for information submitted in March
 - Erica Alexander has been hired as the new Economic Development Specialist; she will be starting a few weeks.
- **Parks & Recreation**
 - Three of eighteen park projects have been started: replacement of BBAC roof, resurfacing of Hasskarl tennis courts, and sidewalk repair at Fireman’s Park.
- **Administration**
 - Will be planning a joint meeting with the Parks and Recreation Board in May or June to discuss the new Southside Family Park

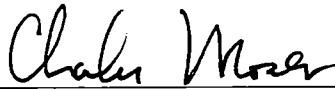
The Board convened into Executive Session at 8:25 a.m.

EXECUTIVE SESSION

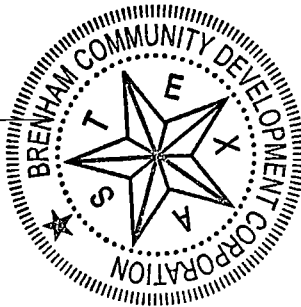
- 7. Texas Government Code Section 551.087 Economic Development Negotiations and Texas Government Code Section 551.072 Deliberation Regarding Real Property – Discussion and Deliberation on Project Miranda Regarding Possible Sale of Real Property, Land Acquisition, and/or Other Economic Development Incentives to a Business Prospect Seeking to Locate, Stay or Expand into the City of Brenham**

Executive Session adjourned at 8:28 a.m.

The meeting was adjourned.



Charles Moser
Chairman



ATTEST:



Jeana Bellinger, TRMC, CMCO
City Secretary/BCDC Secretary