



NOTICE OF A SPECIAL MEETING
Brenham Community Development Corporation
Friday, May 27, 2022 @ 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**

REGULAR SESSION

3. **Discuss and Possibly Act Upon a Professional Services Agreement with Hodde & Hodde Land Surveying, Inc. Related to Surveying and Platting Services in the Brenham Business Center and Authorize the President to Execute Any Necessary Documentation**

EXECUTIVE SESSION

4. **Texas Government Code Section 551.087 Economic Development Negotiations - Deliberation Regarding Incentives for Economic Development Purposes and the Possible Offer of a Financial or Other Incentive to Project Stones Throw, a Business Seeking to Locate, Stay or Expand in the City of Brenham, Texas**
5. **Texas Government Code Section 551.087 Economic Development Negotiations - Deliberation Regarding Incentives for Economic Development Purposes and the Possible Offer of a Financial or Other Incentive to Project Color Guard, a Business Seeking to Locate, Stay or Expand in the City of Brenham, Texas**

RE-OPEN REGULAR SESSION

6. **Discuss and Possibly Act Upon Incentives for Economic Development Purposes and the Possible Offer of a Financial or Other Incentive to Project Stones Throw, a Business Seeking to Locate, Stay or Expand in the City of Brenham, Texas and Authorize the President to Execute Any Necessary Documentation**
7. **Discuss and Possibly Act Upon Incentives for Economic Development Purposes and the Possible Offer of a Financial or Other Incentive to Project Color Guard, a Business Seeking to Locate, Stay or Expand in the City of Brenham, Texas and Authorize the President to Execute Any Necessary Documentation**

RE-OPEN REGULAR SESSION

8. Board and Staff Updates

- **Economic Development**
 - **Industrial Rig Lighting, Inc.**
 - **The Welcome Group**
 - **Project Black Spot**
- **Administration**

Adjourn

CERTIFICATION

I certify that a copy of the agenda of items to be considered by the Brenham Community Development Corporation (BCDC) on Friday, May 27, 2022 was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Thursday, May 19, 2022 at 9:00 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

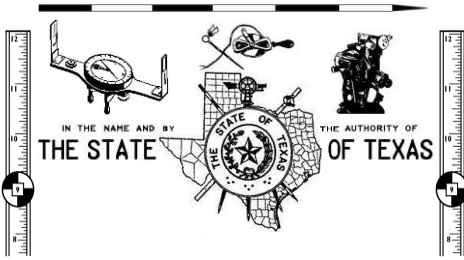


To: BCDC Board Members
From: Jeana Bellinger
Subject: Surveying and Platting Services
Date: May 18, 2022

At the April 21, 2022 BCDC meeting the Board approved a land swap with the City of Brenham for a 5-acre tract in the Brenham Business Center for a new fire station.

When Jon Hodde began the surveying work for the 5-acre tract, he discovered that Handley Street had never been platted. Therefore, while getting a quote to correct the plat issues with Handley Street, the decision was also made to get a quote for the survey and plat of the northern 6.4 acre tract.

The cost to provide the surveying and platting service is \$11,500 with a +/- contingency of 15% due to the costs of the filing fees and the title report (these will be billed on actual costs).



**HODDE & HODDE
LAND SURVEYING, INC.**

*Registered Professional Land Surveying
and Engineering*

613 E. Blue Bell Road
Brenham, Texas 77833-2411

OFFICE PHONE: (979) 836-5681
FAX: (979) 836-5683
www.hoddesurveying.com
TEXAS FIRM REGISTRATION NO. 10018800
TBPE FIRM REGISTRATION NO. F-18046

May 17, 2022

Jeana Bellinger, TRMC, CMC
City Secretary – Director of Administrative Services
City of Brenham
P.O. Box 1059
Brenham, Texas 77833
979-337-7567
JBellinger@cityofbrenham.org

Re: Proposal for Professional Surveying Services related to the survey and platting of a portion of the residue of Reserve “E” called 21.170 acres, Brenham Business Center Subdivision, Phase I, adjoining James Nutt Boulevard and Handley Street, situated in the Hiram Lee Survey, A-76 and the Isaac Lee Survey, A-77, City of Brenham, Washington County, Texas.

Mrs. Bellinger,

Hodde and Hodde Land Surveying, Inc. (Hodde) appreciates the opportunity to provide Surveying services to the City of Brenham (Client) for the development of the above referenced property. This proposal is based on the information provided by the Client and record data.

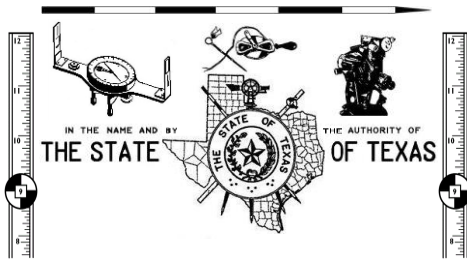
SCOPE

Boundary Survey and Platting:

Survey and plat a 5.000 acres tract out of the residue of Reserve “E” at the Northeast intersection of James Nutt Boulevard and Handley Street. Survey and plat an approximate 6.4 acres residue tract, adjacent to and North of the 5.000 acres tract. Survey and plat the extension of Handley Street, as it is described by metes and bounds, from where it was extended from the North line of Lot 5, Brenham Business Center, to its intersection with James Nutt Boulevard.

This leaves a residue of Reserve “E” on the Southeast side of Handley Street, adjoining James Nutt Boulevard, to be platted at a later date.

We reviewed information provided by the Client, record data and information we have in house as well as data from the Washington County Appraisal District and Washington County Clerk concerning the subject property. The boundary survey will include, in part, obtaining the current deeds, field notes and plats to the subject property as well as the deeds, field notes and plats to all adjoining tracts, plotting, analyzing and comparing them with the subject deeds for any conflicts, surveying the outer perimeter of the subject property, locating existing perimeter fencing and showing the relation to the actual boundary line and replacing any missing corner monuments and reference points. We will also locate any



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visible utilities relative to the subject tract, based on ground evidence and a current Title Report.

We will prepare a preliminary and final subdivision plat of the two lots and portion of Handley Street. Iron rods 5/8 inch in diameter and 24 inches long with Id. caps will be set at all lot corners and points of tangency and curvature along the roadway. The preliminary and final plats will be submitted to the City of Brenham's Development Services Department to be reviewed and subsequently approved. After final approval, we will record the plat in the Plat Records of Washington County, Texas. A current Title Report will be required for platting which will provide information for existing easements and encumbrances.

Conventional surveying methods (GPS and Total Stations) will be used to perform the boundary survey.

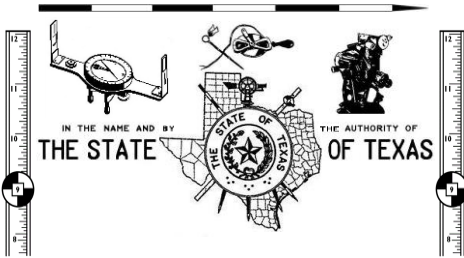
The horizontal data will be relative to the Texas State Plane Grid System, NAD-83, Central Zone, US Survey Feet. Elevation values will be relative to NAVD-88 (Geoid 18) datum based on an NGS OPUS solution.

Platting the residue of Reserve "E" on the Southeast side of Handley Street, adjoining James Nutt Boulevard, topographic surveying services and engineering services are not included in this proposal. If these services are needed, we would be happy to provide a separate proposal.

FEE

Boundary Survey and Platting - Surveying services are invoiced using an hourly rate schedule. We try within reason to estimate the hours required to perform the services requested to arrive at a cost estimate. The cost estimate to perform a boundary and partition survey, as explained above, is estimated at \$11,500 ±15% (No tax, the City of Brenham is tax exempt). Includes estimated platting and associated fees and a current Title Report. The actual cost of the fees and Title Report could vary and will be invoiced at actual cost.

Our company utilizes current technology state of the art equipment including surveying grade (high accuracy) GPS Surveying Systems, Total Station and Robotic Theodolites with hand held Computer Data Collectors, sUAV Technology, Four Wheel ATV's, and Digital CAD Computer Software and Hardware. We maintain adequate general liability, workers compensation and professional liability insurance. We bring years of experience in boundary surveying, boundary reconstruction and land development to you and your project. You can expect to receive a detailed and accurate survey and analysis of your property. We have provided surveying services in Texas for over 55 years. Please visit our website at www.hoddesurveying.com.



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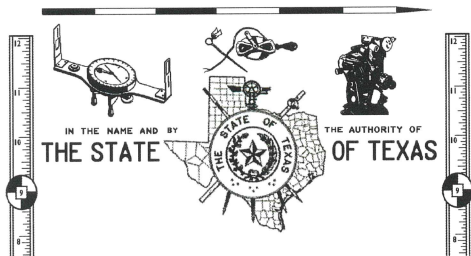
Attached is an agreement for surveying services for your review and signature. Please sign and return to us via email or postal mail. Also attached is a copy of our Hourly Rate Schedule and Insurance Certificate. We appreciate the opportunity to provide surveying services to the City of Brenham. If you have any questions, please call or email.

Thank you for your business.

Sincerely,

Jon E. Hodde, RPLS No. 5197
Hodde & Hodde Land Surveying, Inc.
613 East Blue Bell Road
Brenham, Texas 77833

jon@hoddesurveying.com (email)
www.hoddesurveying.com (website)
(979)-836-5681 (voice)
(979)-836-5683 (fax)



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AGREEMENT FOR PROFESSIONAL LAND SURVEYING SERVICES

This Agreement is made and entered into between Hodde & Hodde Land Surveying, Inc. (Surveyor) and The City of Brenham, Texas (client) effective this 18th day of May, 2022. Client and Surveyor agree as follows:

1. **Services Performed By Surveyor:** Surveyor agrees to perform the following services: Boundary survey and platting of a portion of the residue of Reserve "E" called 21.170 acres, Brenham Business Center Subdivision, Phase I, adjoining James Nutt Boulevard and Handley Street, situated in the Hiram Lee Survey, A-76 and the Isaac Lee Survey, A-77, City of Brenham, Washington County, Texas. (See attached proposal for scope of services).
2. **Compensation by Client:** Client agrees to compensate Surveyor for said services as follows: Charges to be based on actual time (hours) incurred, using an hourly rate schedule (see attached rate schedule). The estimated cost for the surveying services is \$11,500 ±15% (No tax, the City of Brenham is tax exempt). Includes estimated platting and associated fees and a current Title Report. The actual cost of the fees and Title Report could vary and will be invoiced at actual cost.
3. **Property:** The property upon which the services herein described are to be performed is located off of James Nutt Boulevard and Handley Street.
4. **Authorization of Owner:** As owner or agent for the owner of the property, Client hereby authorizes Surveyor to enter upon the property for the purpose of conducting Surveyor's work thereon. If Client is not the owner of the property, Client agrees to obtain such authorization from the owner and provide same in writing to Surveyor.
5. **Billing:** All fees and other charges attributable to this Agreement will be billed by Surveyor monthly and shall be due and payable by Client at the time of billing at the address of Surveyor listed below. Any unpaid balance due after the expiration of 30 days from the date of the invoice will be subject to legal and allowable carrying charges. Further, any expenses incurred by surveyor to secure past due invoices, including but not limited to attorney's fees, filing fees, court cost, etc. will be at the expense of the client.

Registered Professional Land Surveyors in the State of Texas are governed by the Texas Board of Professional Engineers and Land Surveyors. Any complaints about surveying services may be forwarded to the Texas Board of Professional Engineers and Land Surveyors, 1917 S. Interstate 35, Austin, Texas 78741, phone 512-440-7723.

CLIENT

City of Brenham, Texas

By: _____

Printed Name: _____

Title: _____

Date: _____

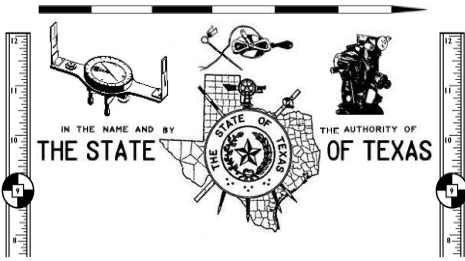
Address: P.O. Box 1059
Brenham, Texas 77833
Telephone: 979-337-7567
Facsimile:
Email: JBellinger@cityofbrenham.org

SURVEYOR

Hodde & Hodde Land Surveying, Inc.

By: _____

Address: 613 East Blue Bell Road
Brenham, Texas 77833
Telephone: 979-836-5681
Facsimile: 979-836-5683
Email: jon@hoddesurveying.com



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STANDARD RATE SCHEDULE

(Effective January 1, 2022 - Subject to Annual Revision)

- Registered Professional Land Surveyor.....\$145.00 per hr.
- Registered Professional Engineer.....\$160.00 per hr.
- Registered Professional Land Surveyor (expert witness/Consultant).....\$250.00 per hr.
- Survey Crew (1 person).....\$125.00 per hr.
- Survey Crew (2 person).....\$145.00 per hr.
- Survey Crew (3 person).....\$165.00 per hr.
- GPS Surveying System\$50.00 per hr.
- Robotic Surveying System.....\$50.00 per hr.
- 2 Person UAV Drone Crew.....\$245.00 per hr.
- Clerical\$55.00 per hr.
- Plotting, Research, Analysis, Computations, Mapping, Supervision and Legal Descriptions:
 - CAD Tech (Level 1).....\$75.00 per hr. ○ CAD Tech (Level 2).....\$85.00 per hr.
 - CAD Tech (Level 3).....\$95.00 per hr. ○ CAD Tech (Level 4).....\$105.00 per hr.
- Per Diem Daily Rate (without overnight stay).....\$45.00 per person
(Lodging, Air Travel, Rental, etc. will be invoiced at cost.)

Hourly rates include all charges for conventional equipment, labor and transportation (i.e., four wheel drive pickup, four wheel drive ATV, and the first 50 miles of transportation) within the scope of ordinary work. Compensation for surveying services will be invoiced on an hourly basis using the rates listed above. Additional costs in connection with special requirements, such as Purchased Services and supplies, will be invoiced at cost plus 10%. Transportation (mileage) beyond the first 50 miles will be charged at a rate of \$0.60 per mile.

Survey Markers, Deed Copies, Prints, Special Delivery, etc. will be invoiced at cost plus 10%.

Special Surveying Services and Price Quotes available upon request.

All above prices are subject to applicable state and local sales tax unless exempt.

Terms of Payment

Invoices are submitted monthly for all services rendered during the previous month or upon the date of completion, and are payable "Net 30 Days" in Brenham, Washington County, Texas, unless prior arrangements are made.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

Table with 2 main columns: PRODUCER (Anco Insurance) and INSURED (Hodde & Hodde Land Survey Inc). Includes contact info for Alison Doyle and a list of insurers: The Travelers Indemnity Company Of America, The Charter Oak Fire Insurance Company, and Continental Casualty Co.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Main table listing coverages: A COMMERCIAL GENERAL LIABILITY, B AUTOMOBILE LIABILITY, C UMBRELLA LIAB, A WORKERS COMPENSATION AND EMPLOYERS' LIABILITY, D Professional Liabili, A Equipment Floater. Includes policy numbers, effective dates, and limits.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The General Liability and Auto Liability policies include an automatic additional insured endorsement that provides additional insured status to the certificate holder only when there is a written contract between the named insured and the certificate holder that requires such status.

Table with 2 columns: CERTIFICATE HOLDER (City of Brenham) and CANCELLATION (SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.). Includes an authorized representative signature.



Future Fire Station

1 inch = 200 feet

