

MINUTES

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

July 6, 2023

A special meeting of the Brenham Community Development Corporation was held on Thursday, July 6, 2023 at City Hall, Conference Room 2A, 200 W. Vulcan, Brenham, Texas beginning at 7:30 a.m.

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

Board members absent: None

City of Brenham staff members present were Carolyn Miller, Jeana Bellinger, Stephanie Doland, Dane Rau. Debbie Gaffey, Teresa Rosales, Casey Redman, Tammy Jaster and Tim McRoberts

Others present: Mayor Pro Tem Kolby and Councilmember LaRoche

- 1. Chairman Charles Moser called the meeting to order**
- 2. Discuss and Possibly Act Upon the Brenham Community Development Corporation's Annual Budget for Fiscal Year 2023-24:**

Chief Financial Officer Stacy Hardy presented the following budget highlights to the Board for Economic Development and Recreation:

Economic Development Budget Summary

- Sales tax revenue increased approximately 14% over the FY23 budget. This includes the anticipated addition of two major sales tax contributors for FY24 – Academy and Chick-fil-A.
- Per the January 2021 interlocal agreement between the City and Washington County, the Brenham Washington County Development Organization (BWEDO) will continue to contribute \$100,000 annually to Economic Development activities.
- Anticipated revenue from the continuation of the Irby Land Lease contributes \$137,375 to the FY24 budget.
- No significant change to the on-going expenditures of debt service, operations, marketing, and Business Park maintenance.
- Interfund loan repayment to Recreation side for funds borrowed to construct the detention ponds in FY20.
- There is a request added in FY24 for an administrative support reimbursement to the City's General Fund for \$6,000 (\$500/month).
- Expenditure of \$150,000 for incentive payment to Chick-Fil-A has been re-budgeted for FY24.

- An estimated expenditure of \$59,100 for the sales tax reimbursement incentive payment to Academy has been budgeted for FY24.
- The James Nutt Blvd. sewer extension in the Brenham Business Center began in FY23 and will be completed in FY24.
- The engineering and design for the Blue Bell Road extension was approved by BCDC at their January 2023 meeting and is included in the FY24 budget at \$118,000.
- Budgeted expenditures total \$1,856,860, resulting in the use of \$708,381 of reserves in FY24, leaving an ending fund balance of \$1,270,453.

Recreation Budget Summary

- Sales tax revenue increased approximately 14% over the FY23 budget. This includes the anticipated addition of two major sales tax contributors for FY24 – Academy and Chick-fil-A.
- Funding requests from Aquatics total \$275,000.
- Funding requests from Parks total \$879,780.
- Funding requests from Recreation total \$4,000
- Funding request for Parks, Recreation & Aquatics operational support of \$400,000.
- If all requests are approved, a balance of \$84,012 will remain in contingency and fund balance reserves for Recreation are projected to be \$957,329.

A. Economic Development and Main Street

Economic and Community Development Director Teresa Rosales presented the Board with the FY2023-24 Economic Development and Main Street budgets. Rosales stated that the Main Street budget request mirrors last year’s request of \$30,000 for the Economic Impact and Innovation Grant (EIIG) and \$21,000 for the Incentive Grant Fund. The total ask is \$51,000 from BCDC with a dollar-for-dollar match from Main Street raised funds.

Rosales advised that the Economic Development budget reflects the County investment of \$100,000 per year. The following items reflect expenditures for department:

Item	Amount
Personnel	\$ 225,889
Operations	\$ 55,464
Marketing	\$ 41,600
Programs & Partnerships	\$1,206,100
Business Park Maintenance	\$ 24,795
Professional Services	\$ 37,500
Debt Service	\$ 265,512
Total Budget	\$1,856,860

Rosales explained that the Professional Services estimate includes the services of a consultant for the creation of an Economic Development action plan that will identify target industries for the betterment of our community. The proposed budget for FY 2024 is \$1,856,860 which includes 1) the Blue Bell Road Extension-Engineering & Design of \$118,000 and 2) the James Nutt Blvd. – Sewer extension, Brenham Business Center of \$828,000.

A motion was made by Bill Betts and seconded by John Hasskarl to approve the Economic Development and Main Street budget for fiscal year 2023-24 as presented.

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	Yes
Board Member Bill Betts	Yes
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

B. Parks and Recreation

Director of Public Works Dane Rau presented the line-item budget for Parks and Recreation. Rau explained that are thirteen projects totaling \$1.5 million.:

Aquatics = \$275,000

- Sound system update for indoor and outdoor\$75,000
- Refurbish 3 single restrooms\$125,000
- Chemical room and exterior door replacement.....\$75,000

Parks = \$1,158,780

- Jackson Street Park improvements\$715,280
- Hohlt Restrooms ventilation\$50,000
- Owsley Playground surface repairs\$15,000
- Turf mounds and homeplate (Schroeder/Dallmeyer)\$27,500
- Batting cage turf – Phase 3 (Fireman’s/Henderson).....\$12,000
- Fireman’s Kitchen door replacement.....\$13,500
- Fireman’s Restroom floor refurbishment.....\$13,000
- Story Book panel upgrades (Fireman’s)\$8,500
- Movies in the Park Series\$4,000
- Basketball sitting areas and benches (Owsley/Hattie Mae).....\$25,000

Board member Betts questioned whether the BCDC could legally provide financial support of \$400,000 for the maintenance and operation of the Blue Bell Aquatics Center. Chairman Moser requested that staff reach out to the City Attorney and provide an answer to Betts concerns. Moser also asked that the City Attorney research the administrative support reimbursement.

A motion was made by Jim Kolkhorst and seconded by Ken Miller to approve the Parks and Recreation budget for fiscal year 2023-24 as presented.

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

Chairman Charles Moser	Yes
Vice Chairman Darrell Blum	Yes
Board Member Bill Betts	No
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

The Board adjourned into Executive Session at 8:39 a.m.

EXECUTIVE SESSION

- 3. Texas Government Code, Section 551.071 - Consultation with Attorney and Texas Government Code, Section 551.072 – Deliberation Regarding Real Property – Consultation with Legal Counsel and Deliberation Regarding the Possible Sale, Exchange, Transfer and/or Acquisition of Real Property and Associated Matters Concerning Project Deer in the Southwest Industrial Park, Section III, in the City of Brenham, Texas**
- 4. Texas Government Code, Section 551.071 - Consultation with Attorney and Texas Government Code, Section 551.072 – Deliberation Regarding Real Property – Consultation with Legal Counsel and Deliberation Regarding the Possible Sale, Exchange, Transfer and/or Acquisition of Real Property and Associated Matters Concerning Project Color Guard in the Southwest Industrial Park, Section III, in the City of Brenham, Texas**

Executive Session adjourned at 9:20 a.m.

RE-OPEN REGULAR SESSION

- 5. Discuss and Possibly Act Upon the Possible Sale, Exchange, Transfer and/or Acquisition of Real Property and Associated Matters Concerning Project Deer in the Southwest Industrial Park, Section III, in the City of Brenham, Texas and Authorize the President to Negotiate and Execute Any Necessary Documentation**

A motion was made by Jim Kolkhorst and seconded by Darrell Blum to authorize the President to negotiate with Project Deer as discussed in Executive Session.

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	Yes
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

6. Discuss and Possibly Act Upon the Possible Sale, Exchange, Transfer and/or Acquisition of Real Property and Associated Matters Concerning Project Color Guard in the Southwest Industrial Park, Section III, in the City of Brenham, Texas and Authorize the President to Negotiate and Execute Any Necessary Documentation

A motion was made by John Hasskarl and seconded by Ken Miller to authorize the President to negotiate with Project Color Guard as discussed in Executive Session.

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	Yes
Board Member Gary Crocker	Yes
Board Member John Hasskarl	Yes
Board Member Jim Kolkhorst	Yes
Board Member Ken Miller	Yes

The meeting was adjourned.

Charles Moser

Chairman

ATTEST:

Jeana Bellinger, TRMC, CMC

City Secretary/BCDC Secretary