



**NOTICE OF A SPECIAL MEETING**  
**Brenham Community Development Corporation**  
**Tuesday, February 25, 2025 @ 8:00 a.m.**  
**City Hall - 2<sup>nd</sup> Floor Conference Room**  
**200 W. Vulcan St.**  
**Brenham, Texas**

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- 1. Call Meeting to Order**
  - 2. Discuss and Possibly Act Upon the Minutes from the January 16, 2025 Regular Meeting**
  - 3. Discuss and Possibly Act Upon the Allocation of Recreation Fund Balance Reserves for Jackson Street Park Phase I Improvements and Authorize the President to Execute Any Necessary Documentation**

**Adjourn**

***CERTIFICATION***

*I certify that a copy of the agenda of items to be considered by the Brenham Community Development Corporation (BCDC) on Tuesday, February 25, 2025 was posted to the City Hall bulletin board at 200 W. Vulcan St., Brenham, Texas on Friday, February 21, 2025 at 3:00 p.m..*

***Jeana Bellinger***

*City Secretary/BCDC Secretary*

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 16, 2025

A regular meeting of the Brenham Community Development Corporation was held on Thursday, January 16, 2025 at City Hall, Conference Room 2A, 200 W. Vulcan, Brenham, Texas beginning at 8:00 a.m.

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

Board members absent: None

City of Brenham staff members present were Carolyn Miller, Jeana Bellinger, Dane Rau, Julie Flagg, William Bisette, Teresa Rosales, Kyle Branham, Casey Redman, Tammy Jaster and Shawn Bolenbarr

Others present: Mayor Atwood Kenjura, Mayor Pro Tem Clint Kolby and Councilmember Paul LaRoche

- 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 Minutes from the September 5, 2024 Special Meeting and the November 7, 2024 Regular Meeting**

A motion was made by Jim Kolkhorst and seconded by Darrell Blum to approve the minutes from the September 5, 2024, Special Meeting and the November 7, 2024, Regular Meeting and authorize the President to execute any necessary documentation.

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

**4. Discuss and Possibly Act Upon the Election of a Vice-Chairperson for a Term of Two Years, Expiring on December 31, 2026**

A motion was made by John Hasskarl and seconded by Bill Betts to elect Darrell Blum as the Vice Chairperson for a term of two years, expiring on December 31, 2026.

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

**5. Discuss and Possibly Act Upon the FY2023-24 Fourth Quarter Financials**

Director of Finance – Stacy Hardy presented this item to the Board. Hardy explained the following details about the FY2024-24 fourth quarter financial statements:

Sales Tax Revenue

- Actual sales tax revenue for FY24 ended the year favorably at \$2,513,801 which is \$33,801 or 1.4% ahead of budget and \$77,993 or 3.2% above the prior year.

Financial Statements – Fund 250

- Economic Development: Currently reports a deficit of \$449,126 for FY24 due to the land repurchases from Brenham Kitchens and Capital Westview Partners. Incentive payments were made to Chick-fil-A and Academy and matching contributions for Main Street Incentive Grants were made to two downtown businesses. Also, in FY24, work continued on the James Nutt Blvd. sewer extension in the Brenham Business Center. To date, BCDC has paid \$353,566 of engineering and construction costs with the remaining costs of \$611,255 to be incurred in FY25. Ending fund balance reserves for the Economic Development side are \$1,583,000.
- Recreation: Ended the year with an operating surplus of \$219,655. Thirteen (13) parks and recreation projects were funded in FY24. Of these projects, 11 were completed by the end of the fiscal year. Work on the therapy pool restrooms and Phase I of Jackson Street Park improvements were in progress at year-end and will be completed in FY25. Fund balance reserves for the Recreation side ended the year at \$1,239,407.

BCDC Capital Projects – Fund 252

- In FY24, engineering work continued for the Brenham Family Park. Year to date, \$82,048 has been paid to Quiddity Engineering for Phase I(a) park improvements. A fund balance of \$719,409 remains for Brenham Family Park project expenditures. The \$750,000 Texas Parks and Wildlife Grant is not yet reflected in this financial statement because the funds have not yet been received.

A motion was made by Gary Crocker and seconded by Ken Miller to approve the FY2023-24 Fourth Quarter Financials.

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

6. **Board and Staff Updates**

- **Economic Development**
  - Reviewed quarterly Economic Development report
  - Certificate of occupancy has been issued for Industrial Rig Lighting
  - Received a request for tax abatement from Del Sol: \$14M investment and 20 new jobs
  - Still in contract negotiations with Project Color Guard
- **Parks and Recreation**
  - Engineering Report from Blue Bell Aquatic Center says slide is structurally sound
  - Restrooms at BBAQ are completed
  - Update on Jackson Street Park bid process
  - Windscreen at Henderson Park has been installed
  - PO has been issued for pump station at Hohlt Park
- **Public Utilities**
  - Brenham Business Center Sanitary Sewer Improvements
  - City of Brenham Ground Water Supply
- **Administration**

The Board adjourned into Executive Session at 9:17 a.m.

**EXECUTIVE SESSION**

- 7. Texas Government Code, Section 551.072 – Deliberation Regarding Real Property – Deliberation Regarding the Possible Sale, Exchange, Transfer and/or Acquisition of Approximately 6.43 Acres of Land Owned by Welcome Real Estate Services, LLC in the Brenham Business Center in the City of Brenham, Texas**

Executive Session adjourned at 9:20 a.m.

**RE-OPEN REGULAR SESSION**

- 8. Discuss and Possibly Act Upon the Possible Sale, Exchange, Transfer and/or Acquisition of Approximately 6.43 Acres of Land Owned by Welcome Real Estate Services, LLC in the Brenham Business Center 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 John Hasskarl to approve the sale, exchange, transfer and/or acquisition of approximately 6.43 Acres of land owned by Welcome Real Estate Services, LLC in the Brenham Business Center in the City of Brenham, Texas and authorize the President to negotiate and execute any necessary documentation.

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

The meeting was adjourned.

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

**ATTEST:**

\_\_\_\_\_  
Jena Bellinger, TRMC, CMC  
City Secretary/BCDC Secretary



# Memo

**To:** BCDC Board Members

**From:** Dane Rau, Director of Public Works

**Date:** February 18, 2025

**Re:** Discussion and Update Regarding Request for Proposals to Jackson Street Park Phase 1 Improvements

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On February 4, 2025, the City of Brenham along with Burditt Architectural opened requests for proposals regarding the Jackson Street Park Phase 1 Improvements. The scope of work consisted of bringing the entire park up to ADA specifications, enhancement of one restroom facility, adding a new playscape and swing set, upgrading all electrical throughout the park (walking trail, field lighting, and low-level lighting under the trees and sidewalk extensions). It also includes an additional 4 courts for pickleball.

Within the last two years BCDC has allocated \$1,215,000 toward Phase I. With engineering costs, geotechnical reports, and paying for the playground/swing set, we are left with \$898,650 for the rest of the amenities that we wish to add and upgrade.

We had a total of 8 companies send proposals for the work, in which all proposals were very competitive, but all were over the \$1M mark. The lowest proposal was from DL Meachum at \$1,145,690 plus an alternate bid of \$35,270 for the shade covers for the new pickleball courts. Other base bids ranged from \$1.17M, \$1.205M, \$1.26M, \$1.35M and upwards. Looking at just the base bid, we are about \$247,000 short of allocated funds.

To get this project underway, we would like to ask BCDC to consider allocating additional funds of \$247,000 using fund balance reserves. There is an opportunity to award the proposal and then work with the chosen company to value engineer some elements out. With this option we would not move forward with the alternate, which is shade canopies over the bleacher area of the new pickleball court. If we would like to add that feature, we would need \$282,000 from fund balance. According to the attached FY25 Budget Projection, the Recreation side of BCDC is projected to end the year with \$1,162,237 in fund balance reserves.

We are so close to starting another improvement to a staple park in our community and I know you all will be proud once this project is underway and complete. We appreciate your support and understanding as we work on this project.

## Jackson Street Park Improvements

BCDC Funding	1,250,000.00	
Burditt	(132,607.00)	PO 24-14390
Burditt	(40,000.00)	PO 24-14391 Amendment
Eddie Hare	(600.00)	TDLR/RAS Plan Review
Gametime	(140,780.53)	PO 24-14704 Playground Equipment
City Electric Supply Co	<u>(2,370.97)</u>	Pickle Ball Light
<b>Balance of BCDEC Funds</b>	<b>933,641.50</b>	

**Brenham Community Development Corp.**  
**Fiscal Year 2025 Budget - Recreation**

<b>Beginning Fund Balance</b>	<b>\$ 1,239,407</b>
<b>FY25 Budgeted Revenues:</b>	
Sales Tax	1,337,783
Interest & Other Income	90,000
<b>Total Budgeted Revenues</b>	<b>1,427,783</b>
<b>Budgeted Operating Expenses:</b>	
General Fund Parks/Rec operational support	400,000
General Fund administrative support	6,000
Legal Fees	5,000
Audit/Consultants/Engineers	5,000
<b>FY25 Approved Projecs:</b>	
<u>Aquatics:</u>	
Replaster Therapy Pool	20,000
Roof Access	35,000
BBAC Ductwork	26,000
BBAC Automatic Back Door/Awning	15,000
<u>Parks:</u>	
Henderson Windscreen	12,000
Hohlt Material Bins	20,000
Jackson St. Park Improvments Phase 2	500,000
Hohlt Pump Station	140,000
Hohlt Expansion Joint Sealing	12,000
Schulte Field Renovations/Maintenance	15,000
BFP Site Amenities	300,000
Turf Mounds/Home Plates-LAP(2) & Pflughaupt	32,000
<u>Recreation:</u>	
Movies in the Park	4,000
<b>Total Budgeted Expenses:</b>	<b>1,547,000</b>
Interfund Loan Repayment from Economic Dev. (pmt #6 of 10)	42,047
<b>Revenue Over/(Under) Expenditures</b>	<b>(77,170)</b>
<b>Ending Fund Balance</b>	<b>\$ 1,162,237</b>