

MINUTES

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

June 14, 2018

A meeting of the Brenham Community Development Corporation was held on June 14, 2018, at City Hall, 2nd Floor Conference Room, 200 W. Vulcan, Brenham, Texas beginning at 7:00 a.m.

Board members present were Charles Moser, Jason Kiemsteadt, Atwood Kenjura, Darrell Blum, and Bill Betts.

Board members not present were John Hasskarl and David Cone.

City of Brenham staff members present were James Fisher, Lowell Ogle, Carolyn Miller, Dane Rau, Wende Ragonis, Lori Lakatos, Stacey Hardy, Jeana Bellinger, Casey Redman, Stephen Gerhard, Jennifer Eckermann, Tammy Jaster, and Crystal Locke

Others in attendance were Mayor Milton Tate, Billy Holle, Page Michel and Candi Eaton from EDF, Lisa Kessler and Bob Cothorn representing Pickleball.

- 1. Chairman Charles Moser called the meeting to order**
- 2. The Invocation and Pledges to the Flags Followed**
- 3. Discuss and Possibly Act Upon the Approval of the Minutes from the April 19, 2018 Regular Meeting**

A motion was made by Bill Betts and seconded by Darrell Blum to approve the minutes from the April 19, 2018 regular meeting.

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 Jason Kiemsteadt	Yes
Board Member Darrell Blum	Yes
Board Member Atwood Kenjura	Yes
Board Member John Hasskarl	Absent
Board Member David Cone	Absent

4. Discuss and Possibly Act Upon Recommendations Regarding the Budget of the Brenham Community Development Corporation for Fiscal Year 2018-19 As Follows:

A. Budget Summary

Assistant City Manager – Chief Financial Officer Carolyn Miller provided the budget summary. Miller explained that in FY18, a moderate increase of 4% over the prior year's sales tax was budgeted. The FY19 BCDC budget will include a 4.35% increase over FY18 projected sales tax revenue. Miller stated that the projected FY18 revised estimate ending balance is projected to be \$971,601 combined (Recreation and Economic Development).

Miller explained that the 1998 debt services bond has been paid in full, which leaves additional revenue on the Recreation side beginning FY19. On the Economic Development side, payments for the Weige Tract of \$151,965 and the Gurrech Tract of 71,250 will begin in FY19. In addition to the other expenditures such as maintenances and legal fees, etc., there is a \$40,000 payment due to Tempur-Sealy as stated in the Development Agreement. Total expenditures for the Fiscal Year 18-19 budget will be \$489,411 for Economic Development. For Recreation, Fiscal Year 18-19 budget expenditures will be \$10,000.

Miller explained that for Recreation, there is \$1,107,806 available for funding from current resources next year for the Aquatics, Parks and Recreation project requests. For Economic Development, there is \$51,393 from contingency to restore the fund balance of \$40,000 for Tempur-Sealy and to have some surplus available for additional funding

Billy Holle requested that the Economic Development Foundation provide its presentation first.

E. Economic Development Foundation

EDF President Page Michel provided an overview of the Economic Development Strategic Work Plan 2018-19.

Michel made the following funding request totaling \$195,246, which is a slight increase from the previous year's end of year projections.

- **EDF Operations for Fiscal Year 2018-19**

Michel explained that the proposed operating expenses are \$168,750, which is about the same as in the previous year.

Michel stated that EDF is proposing a new Website for economic development. Candi Eaton, Project Manager for EDF provided the following information.

- **Additional Line Items Requested**

Website – redevelopment & migration – Eaton stated that they have looked at various website vendors and found that EDSuite will provide the function for advertising both the land available in the industrial parks as well as all available commercial real estate in Washington County. The initial cost for this product is \$17,500; however hosting and maintenance annual cost is \$2,450, which is substantially less than the current maintenance cost of \$7,000.

B. Community Services

Community Services Director Wende Ragonis presented the following funding requests from three of the departments in her area.

1. Recreation

Community Programs seeks funding support for (1) the Movies in the Park series of \$4,000 and (2) attractions and programming during the weekend of the Christmas Stroll and Lighted Christmas Parade of \$10,000. The total request for funding from Community Programs is \$14,000.

Fiscal Year Planned	Description	Budget Request
2019	Movies in the Park	\$ 4,000
2019	Christmas Stroll Programming	\$ 10,000
Total Budget Request for FY19		\$ 14,000

2. Blue Bell Aquatic Center

The Blue Bell Aquatic Center seeks funding support for (1) replacement of the outdoor playground structure for \$60,000; (2) the repair of the tower slide structure in the Leisure Pool for \$50,000; (3) replacement of sand filters for the Competition and Therapy pools for \$12,500; (4) replacement of the HVAC system for \$12,000; (5) refurbish the Country Cone water feature for \$18,000; (6) purchase of Aflex inflatable water features for \$25,000; and (7) refurbish two popsicle features for \$10,000. The total request for funding from BBAC is \$187,500.

Fiscal Year Planned	Description	Budget Estimate
2019	REPLACE AQUATIC CENTER PLAYGROUND EQUIP	\$ 60,000
2019	REPAIR TOWER STRUCTURE FOR OUTSIDE SLIDE	\$ 50,000
2019	SAND FILTERS COMPETITION/THERAPY POOLS	\$ 12,500
2019	REPLACE HVAC UNITS - PHASE 2	\$ 12,000
2019	REFURBISH CONTRY CONES	\$ 18,000
2019	PURCHASE AFLEX INFLATABLES	\$ 25,000
2019	REFURBISH POPSICLES	\$ 10,000
Total Budget Request for FY19		\$ 187,500

Both the BBAC and Community Programs department requests are consistent with the goals and priorities identified in the 2015-2025 Parks, Recreation and Open Spaces Master Plan which was adopted by Council at the February 19, 2015 Council meeting. The Parks Board met on May 30, 2018 to discuss, review and prioritize the various initiatives for Community Programs and the Blue Bell Aquatic Center.

3. Main Street

(1) The purchase of land to serve as public parking for the historic downtown district. The Brenham Downtown Master Plan discusses parking in Chapter 1.2 and 3.1 of the Plan. Main Street staff and the Main Street Board President presented various properties in the downtown area for possible acquisition at the January 23, 2014 BCDC meeting. This request for funding is \$125,000. (2) Staff seeks funding for \$175,000 to construct pedestrian streetscapes and linear park amenities near Market and Commerce Streets providing pedestrian connectivity and linear park features across Market Street. Connectivity in the downtown district is discussed in the Plan in Chapter 3.3. (3) Main Street Brenham would like to continue the partnerships with BCDC to fund a re-development incentive grant program, the Economic Impact and Innovation Grant (EIIG), for \$15,000. These grant applications are vetted and approved by the Main Street Advisory Board which is appointed by City Council. (4) Staff seeks to update the Brenham Downtown Master Plan that was adopted by City Council at the July 19, 2012 Council meeting. The cost of this update with Mesa Design Group is estimated at \$50,000.

The total FY19 funding request from Main Street Brenham includes the following items. BCDC President/ City Manager James Fisher stated that that updating the Downtown Master Plan is a priority and is part of the City updating all of its plans and incorporating them into one document.

Fiscal Year Planned	Description	Budget Estimate
2019	PURCHASE LOT - PARKING FOR DEPOT DISTRICT	\$ 125,000
2019	MARKET & COMMERCE ST STREETScape	\$ 175,000
2019	EIIG GRANT INCENTIVE	\$ 15,000
2019	UPDATE BRENHAM DOWNTOWN MASTER PLAN	\$ 50,000
Total Budget Request for FY19		\$ 365,000

C. Parks

Public Works Director Dane Rau and Parks Superintendent Casey Redman made the funding request for the following:

Priority	Item Requested FY 2018-19	Estimated Cost
1	Henderson Park Improvements Phase II	\$300,000
2	WPA Rock Party Room Repairs	\$21,000
3	Hohlt Playground Equipment	\$68,000
4	Pickle Ball Court Modification	\$29,000
5	Fireman's Bleacher Painting/Repairs	\$50,000
6	Backstop Netting (Fireman's Park)	\$25,000
7	Lightning Detector Jackson St. Park	\$11,000
8	Lightning Detectors Henderson Park	\$11,000
9	Entrance Signs – Hattie Mae and Jerry Wilson	\$15,000
10	Jackson St. Park Three Parking Lots	\$22,000
11	Fireman's Park Playground Equipment	\$90,000
12	Hattie Mae Basketball Court Lights	\$15,000
13	Night Light Replacement Fireman's Park	\$15,000
14	Bottle Filling Stations	\$20,000
15	Hohlt Park Nature Trail Improvements	\$40,000
16	Cover Batting Cages at Linda Anderson Park	\$30,000
	Total	\$762,000

Rau explained that the Master Plan for the Brenham Family Park is complete. The detention pond/water feature construction should begin as soon as the Corp of Engineers has completed their work.

D. Detention Ponds

City Engineer/Director of Development Services Lori Lakatos presented this item. Lakatos explained that BCDC approved agreements with Strand Associates, Inc. for the Brenham Business Center Detention Pond and Jones and Carter, Inc. for the Southwest Industrial Park, Section III Detention Pond Design.

Brenham Business Center

The final design of the Brenham Business Center Detention Pond is complete and the Engineer's opinion of probable cost is \$497,266.00. There are two additional alternates in the design:

- Precision Polymer Engineering to provide detention for existing development for \$126,428.50.
- Advanced Data Storage to provide detention for existing development for \$79,867.70.

These alternates will be included in the bid, but may not be accepted at time of award. The total with the alternates is \$703,562.20.

Southwest Industrial Park, Section III

The final design of the Southwest Industrial Park, Section III Detention Pond is complete and the Engineer's opinion of probable cost is \$299,800.

This design was based on two options.

Option 1: 70% impervious coverage serving as capacity for the following
SWIP III – 134.3 acres;
Gurrech Tract – 44.2 acres; and
Additional Detention Capacity – 20 acres of undeveloped property.

Option 2: 85% impervious coverage serving as capacity for the following:
SWIP III – 134.3 acres; and
Additional Detention Capacity – 10 acres of undeveloped property.

Three acres of the additional detention capacity, or options was granted to Kountry Boys for the additional development on their existing property within Southwest Industrial Park Section II.

Lakatos explained that neither of these options trigger the dam safety requirements.

Lakatos explained that both projects are ready for construction as soon as funding is available. The Brenham Business Park is more critical since there are citizens downstream stating there is some flooding. This Park has the most development between the two parks.

Assistant City Manager-Chief Finance Officer Carolyn Miller explained that the cost of this item is not on the budget spreadsheet included in the packet, as this item would be paid for by long-term debt. Miller stated that there are two businesses that have paid into the cost of the detention ponds in their respective parks – Bluebonnet Electric and Precision Polymer. These funds have been set aside and will be used towards the construction of the respective detention ponds.

EDF President Page Michel stated that they are looking into a capital fund grant for public infrastructure with the Texas Department of Agriculture.

Miller explained that there might be opportunities for the economic development side to borrow funds from the recreation side. There is precedence as this was done back in FY 2001- 02 where \$250,000 on the recreation side was borrowed from the economic development side and paid back over ten years.

Miller explained that currently the Recreation side has \$1,033,651 available and the Economic Development side could borrow some of that.

BCDC President James Fisher explained that Staff is currently looking a bid for a comprehensive master plan, which will include the Main Street Downtown Master Plan.

The Board took no action. BCDC President James Fisher explained that Staff would review various budget funding ideas and bring them back in two to three weeks for the Board's consideration.

5. Administration Reports

There were no Administration Reports.

The meeting was adjourned.

Charles Moser
Chairman

ATTEST:

Jeana Bellinger, TRMC, CMC
Secretary