

# MINUTES

## BRENHAM COMMUNITY DEVELOPMENT CORPORATION

July 3, 2018

A meeting of the Brenham Community Development Corporation was held on July 3, 2018, at City Hall, 2<sup>nd</sup> Floor Conference Room, 200 W. Vulcan, Brenham, Texas beginning at 7:15 a.m.

Board members present were Charles Moser, Atwood Kenjura, Darrell Blum, John Hasskarl and Bill Betts

Board members not present were Jason Kiemsteadt and David Cone

City of Brenham staff members present were James Fisher, Carolyn Miller, Dane Rau, Lori Lakatos, Stacey Hardy, Casey Redman, Stephen Gerhard, and Paula Shields

Others in attendance were Mayor Milton Tate and Billy Holle

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 June 14, 2018 Regular Meeting**

A motion was made by Atwood Kenjura and seconded by Darrell Blum to approve the minutes from the June 14, 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 | <b>Absent</b> |
| Board Member Darrell Blum     | Yes           |
| Board Member Atwood Kenjura   | Yes           |
| Board Member John Hasskarl    | Yes           |
| Board Member David Cone       | <b>Absent</b> |

**4. Discuss and Possibly Act Upon the Reallocation of Fiscal Year 2017-18 Budgeted Funds for the Replacement of the Scoreboard at Rankin Field**

Public Works Director Dane Rau presented this item. Rau explained that Blinn College and the City of Brenham signed a Memo of Understanding for the use of Rankin Field for their soccer team. The current scoreboard needs to be replaced as it needs repair and is outdated.

Rau stated that the new scoreboard will have LED lights and removal panels. The scoreboard will be multiuse and will accommodate both soccer and football. Panels can easily be removed to adapt to the sport and user of the field.

The total cost of the multiuse scoreboard is \$35,087.98. Blinn College has agreed to pay \$14,500, which is half the cost of a “soccer only” scoreboard. Rau stated that staff is requesting BCDC to use FY17-18 Recreation contingency funds to pay the remainder \$20,587.98. This will allow a purchase order to be issued and the new board to be installed by Blinn College’s season opener on August 25<sup>th</sup>.

A motion was made by John Hasskarl and seconded by Bill Betts for the reallocation of fiscal year 2017-18 budget funds of \$20,587.98 for the replacement of the scoreboard at Rankin Field.

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

|                               |                |
|-------------------------------|----------------|
| Chairman Charles Moser        | <b>Abstain</b> |
| Board Member Bill Betts       | Yes            |
| Board Member Jason Kiemsteadt | <b>Absent</b>  |
| Board Member Darrell Blum     | Yes            |
| Board Member Atwood Kenjura   | <b>Abstain</b> |
| Board Member John Hasskarl    | Yes            |
| Board Member David Cone       | <b>Absent</b>  |

Chairman Charles Moser and Board Member Atwood Kenjura recused themselves from voting on this item.

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

**A. Recreation**

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that at the June 14<sup>th</sup> BCDC meeting, the Board requested additional information regarding the allocation of Recreation funds for the FY18-19 proposed budget.

Miller explained that Staff recommends BCDC approve funding for Aquatic, Parks and Recreation projects as originally presented. The Recreation revenues are strong with \$1,107,806 in available funds for the proposed projects. There will be a contingency for \$144,306 if all the projects are approved.

Miller explained that staff is recommending \$500,000 be transferred from the BCDC fund balance reserves to the BCDC Capital Projects Fund for Phase 1 of the Brenham Family Park. This will make these funds available for any possible matching funds for the Texas Parks and Wildlife Grants. This will leave a fund balance of \$533,651 on the Recreation side.

A motion was made by John Hasskarl and seconded by Bill Betts to approve the FY18-19 budget allocation for the Recreation Side of the BCDC budget as presented.

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 | <b>Absent</b> |
| Board Member Darrell Blum     | Yes           |
| Board Member Atwood Kenjura   | Yes           |
| Board Member John Hasskarl    | Yes           |
| Board Member David Cone       | <b>Absent</b> |

### B. Economic Development

Assistant City Manager – Chief Financial Officer Carolyn Miller presented this item. Miller explained that at the June 14<sup>th</sup> BCDC meeting, the Board requested additional information regarding the allocation of Economic Development funds for the FY18-19 proposed budget. Miller stated that balancing the economic development side of the budget for FY19 was challenging. However, according to a five-year economic development projection prepared, revenues and EDF operation grow at 3% per annum in sales tax growth. Looking forward to FY20 through FY22, the amount of funds available for future economic development projects is returning to the \$70,000 level and growing to the \$150,000 level.

The difficulty in balancing the FY18-19 proposed budget is due in part to the following one-time expenditures.

- \$25,000 Design of Commerce St. Streetscape/Pedestrian Retail Zone was approved in FY18 funding however, the project will not begin until FY19
- \$62,050 Restore FY18 budget deficit fund balance

Miller explained that four of the six requested FY18-19 projects were recommended for funding.

- \$17,950 Website redevelopment
- \$3,600 Salesforce CMS
- \$15,000 Economic Innovative Incentive Grants
- \$50,000 Update to Main Street Downtown Master Plan

Miller stated that the unfunded FY18-19 project requested items were:

- \$125,000 Land Purchase – Downtown Parking Lot
- \$175,000 Construction of Commerce St. Streetscapes/Pedestrian Retail Zone

Miller explained that at the January 23, 2014 meeting, BCDC approved a job retention incentive for Tempur Sealy which is payable at the end of five (5) years. At the June 14, 2018 BCDC budget meeting, it was thought that this incentive of \$40,000 would be payable in FY19. After further review of the performance agreement, it was determined that the incentive payment will not be due until December 2019, which moves this to the FY20 budget.

Miller explained that the combined cost for the Detention Pond Construction for the Brenham Business Center and Southwest Industrial Park, Section III would be approximately \$1 million. The City's financial advisor estimates the annual payment for a 20-year debt issuance will be \$75,000. The debt payments will begin in FY20.

A motion was made by John Hasskarl and seconded by Bill Betts to approve the FY18-19 budget allocation for the Economic side of the BCDC budget as presented.


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 | <b>Absent</b> |
| Board Member Darrell Blum     | Yes           |
| Board Member Atwood Kenjura   | Yes           |
| Board Member John Hasskarl    | Yes           |
| Board Member David Cone       | <b>Absent</b> |

## 6. Administration Reports

There were no Administration Reports.

The meeting was adjourned.

  
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Charles Moser  
Chairman

**ATTEST:**

  
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Jeana Bellinger, TRMC, EMC  
Secretary

