



NOTICE OF A SPECIAL MEETING
Brenham Community Development Corporation

Thursday, February 25, 2021 @ 7:30 a.m.

City Hall – Council Chambers

200 W. Vulcan St.

Brenham, Texas

-
1. Call Meeting to Order
 2. Invocation and Pledges to the U.S. and Texas Flags

PUBLIC HEARING

3. Receive Public Comments on the Proposed Type B Project for the Expenditure of Funds for Engineering, Design, Construction and Other Costs Related to the Traffic Signal Improvements at the Intersection of Chappell Hill Street and the Eastbound and Westbound U. S. Highway 290 Service Roads in Brenham Texas for the Baker Katz Retail Development Project
4. Receive Public Comments on the Proposed Type B Project for the Expenditure of Funds for Engineering, Design, Construction, and Other Costs Related to the Improvements of the Brenham Family Park in Brenham, Texas

REGULAR SESSION

5. Discuss and Possibly Act Upon the Reallocation of Economic Development Fund Balance Reserves for Various Economic Development Projects and Authorize the President to Execute Any Necessary Documentation
6. Discuss and Possibly Act Upon Amendments to the Bylaws of the Brenham Community Development Corporation and Authorize the Chairman to Execute Any Necessary Documentation

EXECUTIVE SESSION

7. Texas Government Code Section 551.072 Deliberation Regarding Real Property – Discussion and Deliberation Regarding the Possible Sale of Real Property to Industrial-Rig Lights, Inc. Seeking to Expand in the City of Brenham

RE-OPEN REGULAR SESSION

- 8. Discuss and Possibly Act Upon a Real Estate Contract Between Brenham Community Development Corporation (BCDC) and Industrial-Rig Lights. Inc. and Authorize the President to Negotiate and Execute Any Necessary Documentation**

- 9. Board and Staff Updates**
 - **Joint Economic Development Committee**
 - **Economic Development**
 - **Parks & Recreation**
 - **Administration**

Adjourn

CERTIFICATION

I certify that a copy of the agenda of items to be considered by the Brenham Community Development Corporation (BCDC) on Thursday, February 25, 2021 was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Friday, February 19, 2021 at 7:00 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: Brenham Community Development Corporation Board of Directors
From: Jeana Bellinger, City Secretary
Subject: Traffic Signal Improvements
Date: February 11, 2021

The City is preparing to move forward with the engineering, design, construction, and other costs related to traffic signal improvements at the intersection of Chappell Hill Street and the eastbound and westbound U. S. Highway 290 Service Road for the Baker Katz Retail Development Project. The estimated cost of this Type B projects is \$250,000.00

As outlined in Section 505 of the Local Government Code, the BCDC must hold a public hearing on any proposed project prior to the expenditure of any funds. Therefore, in preparation for this Public Hearing related to the traffic signal improvements on Chappell Hill Street at Highway 290, the attached notices were published in the Banner in December 2020.

This Public Hearing provides an opportunity for citizens to address the Board about the project.

BRENHAM COMMUNITY DEVELOPMENT CORPORATION

NOTICE OF PROPOSED PROJECT & PUBLIC HEARING

NOTICE OF PROPOSED PROJECT

THE BRENHAM COMMUNITY DEVELOPMENT CORPORATION ("BCDC") HAS PROPOSED A TYPE B PROJECT FOR THE EXPENDITURE OF FUNDS FOR ENGINEERING, DESIGN, CONSTRUCTION, AND OTHER COSTS RELATED TO TRAFFIC SIGNAL IMPROVEMENTS AT THE INTERSECTION OF CHAPPELL HILL STREET AND THE EASTBOUND AND WESTBOUND US HIGHWAY 290 SERVICE ROADS IN BRENHAM, TEXAS FOR THE BAKER KATZ RETAIL DEVELOPMENT PROJECT. THE ESTIMATED AMOUNT OF FUNDS PROPOSED TO BE EXPENDED IS \$250,000.00, AND THE PROPOSED PURPOSE OF THE EXPENDITURES INCLUDES PAYMENT OF COSTS RELATED TO SAID PROJECT, ALTHOUGH THE EXACT AMOUNT OF THE FUNDS EXPENDED FOR THE PROJECT AND ITS PURPOSE IS SUBJECT TO MODIFICATION BY THE BCDC BOARD OF DIRECTORS. FURTHER INFORMATION REGARDING THIS PROJECT MAY BE OBTAINED BY CONTACTING JAMES FISHER AT 979-337-7389.

NOTICE OF PUBLIC HEARING

THE BRENHAM COMMUNITY DEVELOPMENT CORPORATION WILL HOLD A PUBLIC HEARING ON THURSDAY, FEBRUARY 18, 2021 AT 7:30 A.M. AT THE CITY OF BRENHAM CITY HALL, CITY COUNCIL CHAMBERS, LOCATED AT 200 W. VULCAN ST., SECOND FLOOR, BRENHAM, TEXAS 77833. THE PURPOSE OF THE PUBLIC HEARING IS TO RECEIVE PUBLIC COMMENTS ON THE PROPOSED TYPE B PROJECT FOR THE EXPENDITURE OF FUNDS FOR ENGINEERING, DESIGN, CONSTRUCTION, AND OTHER COSTS RELATED TO TRAFFIC SIGNAL IMPROVEMENTS AT THE INTERSECTION OF CHAPPELL HILL STREET AND THE EASTBOUND AND WESTBOUND US HIGHWAY 290 SERVICE ROADS IN BRENHAM, TEXAS FOR THE BAKER KATZ RETAIL DEVELOPMENT PROJECT. THE ESTIMATED AMOUNT OF FUNDS PROPOSED TO BE EXPENDED IS \$250,000.00 AND THE PROPOSED PURPOSE OF THE EXPENDITURES INCLUDES PAYMENT OF COSTS RELATED TO SAID PROJECT, ALTHOUGH THE EXACT AMOUNT OF THE FUNDS EXPENDED FOR THE PROJECT AND ITS PURPOSE IS SUBJECT TO MODIFICATION BY THE BCDC BOARD OF DIRECTORS.

BCOC
Baker Katz
\$ 250,000.

PUBLISHER'S AFFIDAVIT

The State of Texas §
County of Washington §

Before me, the undersigned authority, on this day personally appeared Derek Hall, who being duly sworn, deposes and says that he is the Publisher of the Brenham Banner-Press and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

- 1. it devotes not less than twenty-five (25%) of its total column lineage to general interest items;
- 2. it is published at least once each week;
- 3. it is entered as second-class postal matter in the county where it is published;
- 4. it has been published regularly and continuously since 1866; and
- 5. it is generally circulated within Washington County, Austin County, Grimes County, Lee County, Fayette County, Burleson County and Waller County.

Publisher further deposes and says that the attached notice was published in said newspaper on the following date(s) to wit:

December 17, 2020

Derek Hall
Derek Hall, Editor and Publisher

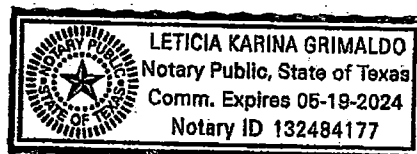
Before me, Leticia Karina Grimaldo
on this day personally appeared Derek Hall, who

- _____ (a) is personally known to me, or
- _____ (b) proved to me on the oath of _____ or
- X (c) proved to me on the basis of satisfactory evidence

to be the person whose name is subscribed on the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 18th day of December, 2020.

Leticia Karina Grimaldo
NOTARY PUBLIC, in and for the State of Texas





To: Brenham Community Development Corporation Board of Directors
From: Jeana Bellinger, City Secretary
Subject: Upcoming Projects
Date: February 11, 2021

The City is preparing to move forward with the engineering, design, construction, and other costs related to the improvements of the Brenham Family Park. The estimated cost of this Type B project is \$750,00.00

As outlined in Section 505 of the Local Government Code, the BCDC must publish notification of and hold a public hearing on any proposed project prior to the expenditure of any funds. Therefore, in preparation for the construction of the Brenham Family Park, the attached notices were published in the Banner in December 2020.

This Public Hearing provides an opportunity for citizens to address the Board about the project.

BREHAM COMMUNITY DEVELOPMENT CORPORATION

NOTICE OF PROPOSED PROJECT & PUBLIC HEARING

NOTICE OF PROPOSED PROJECT

THE BREHAM COMMUNITY DEVELOPMENT CORPORATION ("BCDC") HAS PROPOSED A TYPE B PROJECT FOR THE EXPENDITURE OF FUNDS FOR ENGINEERING, DESIGN, CONSTRUCTION, AND OTHER COSTS RELATED TO THE IMPROVEMENT OF THE BREHAM FAMILY PARK IN BREHAM, TEXAS. THE ESTIMATED AMOUNT OF FUNDS PROPOSED TO BE EXPENDED IS \$750,000.00, AND THE PROPOSED PURPOSE OF THE EXPENDITURES INCLUDES PAYMENT OF COSTS RELATED TO SAID PROJECT, ALTHOUGH THE EXACT AMOUNT OF THE FUNDS EXPENDED FOR THE PROJECT AND ITS PURPOSE IS SUBJECT TO MODIFICATION BY THE BCDC BOARD OF DIRECTORS. FURTHER INFORMATION REGARDING THIS PROJECT MAY BE OBTAINED BY CONTACTING JAMES FISHER AT 979-337-7389.

NOTICE OF PUBLIC HEARING

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BCDC
Family Park
\$ 750,000.

PUBLISHER'S AFFIDAVIT


The State of Texas §
County of Washington §

Before me, the undersigned authority, on this day personally appeared Derek Hall, who being duly sworn, deposes and says that he is the Publisher of the Brenham Banner-Press and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

- 1. it devotes not less than twenty-five (25%) of its total column lineage to general interest items;
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- 5. it is generally circulated within Washington County, Austin County, Grimes County, Lee County, Fayette County, Burleson County and Waller County.

Publisher further deposes and says that the attached notice was published in said newspaper on the following date(s) to wit:

December 15, 2020



Derek Hall, Editor and Publisher

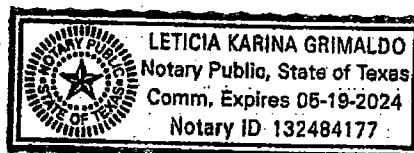
Before me, Leticia Karina Grimaldo
on this day personally appeared Derek Hall, who

- _____ (a) is personally known to me, or
- _____ (b) proved to me on the oath of _____ or
- X (c) proved to me on the basis of satisfactory evidence

to be the person whose name is subscribed on the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, this 18th day of December, 2020.

Leticia Karina Grimaldo
NOTARY PUBLIC, in and for the State of Texas





To: BCDC Board

From: Donald Reese, Asst. City Manager – Public Utilities/Services

Subject: Allocation of Funding for Purchase of Signal Poles for Chappell Hill St. and 290 Feeder Intersection Improvement Project

Date: February 18, 2021

Gessner Engineering is currently scheduled to submit 90% design files to Lee Engineering on February 19th, 2021 for the Chappell Hill St. and 290 Feeder Intersection Improvement Project. If the current schedule holds true, the project let date will be in June or July of this year. Construction is estimated to take 6 to 9 months, putting the completion in March of 2022.

One of the critical components of this project is the poles and mast arms for the traffic signal improvements. The City has been told by multiple sources that it could take between 8 to 10 months to receive these poles once they have been ordered. Our concern is that the project will be held up while waiting on the items to be ordered by the contractor once the project is awarded by TxDOT.

City staff has been in contact with two vendors in order to get pricing for the poles and verify the time frame to receive them. One vendor has given us an HGAC price of \$44,525.00 for the poles and mast arms with a lead time of 6 to 8 weeks after the order has been placed.

City staff is still working with TxDOT on who will ultimately be responsible for paying for these items, but City staff believes that it is wise to allocate funding now should we need to order the poles and mast arms ourselves in order to avoid potential delays during construction. Should the City purchase the items, they will be delivered to a City facility and stored until they are ready to be installed at the construction site.

We are asking BCDC to approve the purchase of the poles and mast arms and allocate funding in the amount of \$51,000.00 for the purchase of these items should it become necessary for the City to purchase them. The requested funding includes an approximately 15% contingency should the pricing change prior to issuing a purchase order.

HGACBuy		CONTRACT PRICING WORKSHEET For Catalog & Price Sheet Type Purchases		Contract No.: PE-05-21	Date Prepared: 1/19/2021
<i>This Worksheet is prepared by Contractor and given to End User. If a P.O. is issued, both documents MUST be faxed to HGAC @ 713-993-4548. Therefore please type or print legibly.</i>					
Buying Agency: City of Brennam TX			Contractor: Consolidated Traffic Controls, Inc.		
Contact Person: Donald Reese			Prepared By: Bryan Jones		
Phone: 0			Phone: 800-448-8841		
Fax:			Fax: 800-448-8850		
Email: 0			Email: bjones@ctc-traffic.com		
Catalog / Price Sheet Name:		Traffic Control, Enforcement & Signal Preemption Equipment			
General Description of Product:		Traffic Control Equipment			
A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary					
Line Number	Quan	Description	Unit Pr	Total	
1477	1	44' SMA-80L-8 44' SMA-80L-8	\$ 9,002.00	\$	9,002.00
1479	1	48' SMA-80L-8 48' SMA-80L-8	\$ 9,389.00	\$	9,389.00
1527	1	40'36' DMA-80L-8 40'36' DMA-80L-8	\$ 12,571.00	\$	12,571.00
1537	1	44'36' DMA-80L-8 44'36' DMA-80L-8	\$ 13,563.00	\$	13,563.00
Total From Other Sheets, If Any:					
Subtotal A:					\$ 44,525.00
B. Unpublished Options, Accessory or Service items - Itemize Below - Attach Additional Sheet If Necessary (Note: Unpublished Items are any which were not submitted and priced in contractor's bid.)					
Quan	Description	Unit Pr	Total		
1	Added fee fro Powder Coating if required	\$ 6,910.00	\$	6,910.00	
			\$	-	
			\$	-	
			\$	-	
Total From Other Sheets, If Any:					
Subtotal B:					\$ 6,910.00
Check: The total cost of Unpublished Options (Subtotal B) cannot exceed 25% For this transaction the percentage is: 16%					
C. Other Allowances, Discounts, Trade-Ins, Freight, Make Ready or Miscellaneous Charges					
Quan	Description	Unit Pr	Total		
			\$	-	
			\$	-	
Subtotal C:					\$ -
Delivery Date: 8 to 10 Weeks ARO			D. Total Purchase Price (A+B+C): \$ 51,435.00		



To: Brenham Community Development Corporation Board of Directors
From: Jeana Bellinger, City Secretary
Subject: BCDC Bylaws
Date: February 11, 2021

At the January 28th BCDC meeting, the Board discussed the following amendments to the bylaws:

- Allowing non-city residents to serve on the BCDC Board.
- Setting term limits for Chair and Vice Chair.

The Board approved amending the bylaws to allow not more than three (3) members to live outside the City limits of Brenham; however, they must live within Washington County or within ten (10) miles of the boundaries of the City of Brenham. This bylaw amendment was approved by the City Council on February 4, 2020 and a copy of the amended wording is attached hereto (underlined) as “Exhibit A”.

The Board also discussed setting term limits in which a Chair or Vice Chair can serve. It was recommended by the Board that the Chair and Vice Chair, once elected by the Board, not serve more than three (3) consecutive terms. This suggested amendment was prepared by the City Attorney and is attached hereto (underlined) as “Exhibit B”. If the Board agrees with this amendment as presented, the amendment will be presented to City Council in March for their final approval.

EXHIBIT "A"

Number, Qualifications and Tenure of Directors

3.02 The Board of Directors shall consist of seven members appointed by the City Council of the City of Brenham, Texas, for staggered two year terms of office. Not less than three (3) directors shall be persons who are not employees, officers or members of the governing body of the City of Brenham, Texas. The terms of four (4) directors shall begin on January 1 of each odd numbered year and expire on December 31 of the next following even numbered year. The terms of three (3) directors shall begin on January 1 of each even numbered year and expire on December 31 of the next following odd numbered year. Not less than four (4) members of the Board must reside within the City of Brenham, Texas. A member of the Board that does not reside within the City of Brenham, Texas must: 1) be a resident of Washington County, Texas; or 2) reside within ten (10) miles of the boundaries of the City of Brenham, Texas and reside in a county bordering Washington County, Texas.

The Board of Directors shall appoint a Chairman and Vice-Chairman by January 31 of each year. The Chairman of the Board shall be the presiding officer for meetings and the Vice-Chairman shall act in the Chairman's absence.

EXHIBIT "B"

Number, Qualifications and Tenure of Directors

3.02 The Board of Directors shall consist of seven members appointed by the City Council of the City of Brenham, Texas, for staggered two-year terms of office. Not less than three (3) directors shall be persons who are not employees, officers, or members of the governing body of the City of Brenham, Texas. The terms of four (4) directors shall begin on January 1 of each odd numbered year and expire on December 31 of the next following even numbered year. The terms of three (3) directors shall begin on January 1 of each even numbered year and expire on December 31 of the next following odd numbered year. Not less than four (4) members of the Board must reside within the City of Brenham, Texas. A member of the Board that does not reside within the City of Brenham, Texas must: 1) be a resident of Washington County, Texas; or 2) reside within ten (10) miles of the boundaries of the City of Brenham, Texas and reside in a county bordering Washington County, Texas.

The Board of Directors shall appoint a Chairman for a two (2) year term by January 31 of each even numbered year and said term shall expire on December 31 of the next following odd numbered year. The Board of Directors shall appoint a Vice-Chairman for a two (2) year term by January 31 of each odd numbered year and said term shall expire on December 31 of the next following even numbered year. A Board member shall not serve more than three (3) consecutive terms as Chairman or Vice-Chairman. The Chairman of the Board shall be the presiding officer for meetings and the Vice-Chairman shall act in the Chairman's absence.