



**NOTICE OF A REGULAR MEETING  
THE BRENHAM CITY COUNCIL  
THURSDAY NOVEMBER 1, 2012 AT 1:00 P.M.  
SECOND FLOOR CITY HALL  
COUNCIL CHAMBERS  
200 W. VULCAN  
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Williams**
- 3. New Employees**
  - Tiwanna Brown – Municipal Court
  - Adam Lewer – Information Technology
  - Jonathan Phipps – Police Department
  - Andria Heiges – Library
  - Dillon Miertschin- Sanitation Department
- 4. Special Recognition**
  - **Recognition of the GFOA Certificate of Achievement for Excellence in Financial Reporting** **Page 1-2**
- 5. Citizens Comments**

**CONSENT AGENDA**

**6. Statutory Consent Agenda**

The Statutory Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.

- 6-a. Minutes from the September 20, 2012; October 4, 2012; and October 18, 2012 Council Meetings** **Page 3-32**

## **PUBLIC HEARING**

- 7. Public Hearing, Discussion and Receipt of Input Related to the Proposed Creation of Reinvestment Zone Number 35 Requested by MIC Group, LLC for Commercial-Industrial Tax Phase-In Incentive on a Certain Tract of Land Containing 7.170 Acres, More or Less, Being Located at 1801 Industrial Boulevard, Brenham, Texas, with Boundaries Further Described in Exhibit “A” of the Ordinance Creating Reinvestment Zone Number 35, and Designating This Property as Qualifying for Tax Phase-In **Page 33****

## **REGULAR AGENDA**

- 8. Discuss and Possibly Act Upon an Ordinance on Its First Reading for the Creation of Reinvestment Zone Number 35 Requested by MIC Group, LLC for Commercial-Industrial Tax Phase-In Incentive on a Certain Tract of Land Containing 7.170 Acres, More or Less, Being Located at 1801 Industrial Boulevard, Brenham, Texas, with Boundaries Further Described in Exhibit “A” of Said Ordinance, and Designating This Property as Qualifying for Tax Phase-In **Page 34-57****
- 9. Discuss and Possibly Act Upon the Award of a Contract for the Expansion of Water Service Related to the Improvement of Fire Protection at Valmont Industries, Inc. and Authorize the Mayor to Execute Any Necessary Documentation **Page 58-72****
- 10. Discuss and Possibly Act Upon the Purchase of a 2012 John Deere 310SK Backhoe with a Bucket Attachment for the City of Brenham’s Sanitation Department from the BuyBoard Local Government Purchasing Cooperative and Authorize the Mayor to Execute Any Necessary Documentation **Page 73****
- 11. Discuss and Possibly Act Upon Bid No. 13-002 for the Annual Contract Relating to Road Base Material for the City of Brenham’s Street Department and Authorize the Mayor to Execute Any Necessary Documentation **Page 74-77****
- 12. Discuss and Possibly Act Upon the Renewal of the Contract with Callie Korth for Janitorial Services for Multiple City Buildings and Authorize the Mayor to Execute Any Necessary Documentation **Page 78-80****
- 13. Discuss and Possibly Act Upon a Resolution Authorizing the City Manager to Approve and Execute Certain Purchase Orders, Agreements, Contracts and Related Documents Regarding City Operations up to \$50,000.00 **Page 81-83****
- 14. Discuss and Possibly Act Upon Recommendation for Self-Insured Medical Funding Rates for Calendar Year 2013 for the Group Health Plan Effective January 1, 2013 and Authorize the Mayor to Execute any Necessary Documentation **Page 84-86****

**15. Discuss and Possibly Act Upon the Re-Appointment of Various City of Brenham Advisory Board and/or Committee Members Whose Membership Terms were Extended by the City Council in 2011**

**Page 87-89**

**Administrative/Elected Officials Reports:** Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or salutory recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

**16. Administrative/Elected Officials Report**

**Adjourn**

**Executive Sessions:** The City Council for the City of Brenham 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.

**CERTIFICATION**

I certify that a copy of the November 1, 2012 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on October 29, 2012 at 11:55 AM.

*Jeana Bellinger, TRMC*  
*City 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 the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the \_\_\_\_\_ day of \_\_\_\_\_, 2012 at \_\_\_\_\_ AM PM.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title



**SPECIAL RECOGNITION**

To: Mayor, Council and City Manager

From: Carolyn D. Miller  
Chief Financial Officer *CM*

Subject: Special Recognition for GFOA Certificate of Achievement for Excellence in Financial Reporting *Fourth Consecutive Year*

Date: October 29, 2012

I am pleased to announce that the City of Brenham, for the *fourth consecutive year*, has been awarded the ***Certificate of Achievement for Excellence in Financial Reporting*** from the Government Finance Officers Association (GFOA) for our annual financial report for the period ending September 30, 2011. To quote the GFOA “the Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.”

Our Finance team works diligently and professionally throughout the year and their efforts culminate in the issuance of our comprehensive annual financial report. It is my privilege to lead this outstanding team of individuals and I congratulate them on receiving this award. As you know, this is one of my premier goals for the Finance Division and I take personal pride and satisfaction in our ability to uphold this noteworthy accomplishment.



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601  
Phone (312) 977-9700 Fax (312) 977-4806

September 28, 2012

The Honorable Milton Y. Tate, Jr.  
Mayor  
City of Brenham  
PO Box 1059  
Brenham TX 77834-1059

Dear Mayor Tate:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **September 30, 2011** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The Certificate of Achievement plaque will be shipped to:

**Carolyn D. Miller**  
**Chief Financial Officer**

under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, [www.gfoa.org](http://www.gfoa.org).

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,  
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on September 20, 2012 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members present:

Mayor Milton Y. Tate, Jr.  
Mayor Pro Tem Gloria Nix  
Councilmember Mary E. Barnes-Tilley  
Councilmember Andrew Ebel  
Councilmember Danny Goss  
Councilmember Keith Herring  
Councilmember Weldon Williams, Jr.

### Others present:

City Manager Terry K. Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Deputy City Secretary Jennifer Salsgiver, Fire Chief Ricky Boeker, Police Chief Rex Phelps, Chief Financial Officer Carolyn Miller, Debbie Gaffey, Public Utilities Director Lowell Ogle, Dane Rau, Development Services Director Julie Fulgham, Leslie Kelm, Kim Hodde, Angela Hahn, and Janie Mehrens

### Citizens present:

Clint Kolby, Casey Acker, and Perry Thomas

### Media Present:

Arthur Hahn, Brenham Banner Press; Frank Wagner, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Mayor Milton Y. Tate, Jr.**
- 3. Citizens Comments**

Mayor Tate recognized Casey Acker, a new Bluebonnet Electric employee, who is in charge of economic development.

Mayor Tate announced that Mrs. Henderson, an African American leader in the community, passed away and funeral information is pending.

## CONSENT AGENDA

### 4. Statutory Consent Agenda

#### 4-a. Minutes from the August 30, 2012 Special Council Meeting

Mayor Tate pointed out the amended minutes placed around the dais that provides the actual area of 1.52 acres in the City's right-of-way for the Saeger Street extension.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to approve the Statutory Consent Agenda Item 4-a. minutes from the August 30, 2012 Special Council Meeting with the submitted correction.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

## REGULAR AGENDA

### 5. Discuss and Possibly Act Upon Ordinance O-12-022 on Its Second Reading Adopting the Budget for Fiscal Year Beginning October 1, 2012 and Ending September 30, 2013

Chief Financial Officer Carolyn Miller presented the second reading of an Ordinance to adopt the budget, noting that the FY2012-13 proposed budget was developed in compliance with the Property Tax Code, Local Government Code and the City Charter. Miller stated that the property tax rate is \$0.5432 per \$100 valuation. She advised Council that the budget was on the City's website, on file with the City Secretary, the Washington County Clerk, and at the Nancy Carol Roberts Memorial Library.

Mayor Tate asked if the City held two (2) public hearings on this item.

Miller stated that the City held one (1) public hearing at the Special Council Meeting Monday, September 17, 2012 along with the first reading of the Ordinance and clarified that the budget only requires one (1) public hearing while the tax rate requires two (2) public hearings.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve Ordinance O-12-022 on its second reading adopting the budget for fiscal year beginning October 1, 2012 and ending September 30, 2013.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**6. Discuss and Possibly Act Upon Ordinance O-12-023 on Its Second Reading Levying Taxes for the Tax Year 2012 for the City of Brenham at \$0.5432 per \$100 Valuation**

Chief Financial Officer Carolyn Miller presented the tax rate Ordinance on its second reading to adopt the tax rate proposed at \$0.5432 per \$100 valuation with the two components being \$0.3420 to the General Fund for maintenance and operation (M&O) expenditures and the balance of \$0.2012 allocated to the Debt Service Fund for principal and interest. Miller explained that the City complied with all of the notices, publications, and public hearings required by the Tax Code. Miller presented the motion language required by the Tax Code to adopt the tax rate and explained that Council needed to take a record vote on this item.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Ebel to approve Ordinance O-12-023 on its second reading that property taxes be increased by the adoption of a tax rate of \$0.5432 per \$100 valuation, which is effectively a 1.31% increase in the tax rate.

Mayor Tate called for a record vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**7. Discuss and Possibly Act Upon Renewal with Texas Municipal League Intergovernmental Risk Pool for General Liability, Law Enforcement Liability, Public Officials Liability, Mobile Equipment, Airport Liability, Property, Auto Liability and Physical Damage, Crime, Animal Mortality and Theft and Workers' Compensation Coverage for the City of Brenham for Fiscal Year 2012-13 and Authorize the Mayor to Execute any Necessary Documentation**

HR Manager Janie Mehrens presented the renewal for property and liability coverage with the Texas Municipal League Intergovernmental Risk Pool. Mehrens explained that the renewal maintains the same limits of coverage and deductibles as in previous years even though there have been some increases and decreases in contributions. Mehrens stated that the reduction in base contributions equals \$12,225 or three point seven percent (3.7%) compared to last year before applying the equity return or early pay discount. Mehrens added that the City will receive an additional \$12,035 in equity return compared to last year, but the early pay discount reduced from three percent (3%) to two percent (2%), which equates to over \$3,500 that the City will not receive as a discount this year. Mehrens explained that after applying equity returns and discounts, the reduction in cost for FY12-13 is \$20,687 or six point nine percent (6.9%).

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to renew the Texas Municipal League Intergovernmental Risk Pool general liability, law enforcement liability, public officials liability, mobile equipment, airport liability, property, auto liability and physical damage, crime, animal mortality and theft and workers' compensation insurance coverages for the City of Brenham for Fiscal Year 2012-13 and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**8. Discuss and Possibly Act Upon the Approval of the Routine Airport Maintenance Program (RAMP) Grant Agreement No. M317BRENM with TxDOT for Fiscal Year 2012-13 and Authorize the Mayor to Execute any Necessary Documentation**

Administrative Assistant Kim Hodde presented the annual Routine Airport Maintenance Program (RAMP) Grant Agreement with TxDOT and she stated that the City normally spends \$60,000 each year with TxDOT reimbursing the City \$30,000, noting that TxDOT could have reimbursed the City \$50,000 if \$100,000 was spent. Hodde explained that Council budgeted more funding for the airport in the FY2012-13 due to the increased cost associated with the game fence being constructed around the airport and added that this agreement enables the City to receive \$100,000 worth of maintenance for \$50,000 because of TxDOT's matched funds.

Councilmember Keith Herring asked if the game fence will fully enclose the airport. Hodde explained the City is working towards fully enclosing the airport; however, the project may need to be completed in next year's budget.

City Manager Terry Roberts further explained that enclosing the entire perimeter of the airport will take about two (2) RAMP years to complete.

Hodde stated that fence construction will begin in the front where most of the problems occur and the fence will be brought all the way around to the back. Hodde added that clearing out the fence line will hopefully help to decrease the area's appeal to wildlife.

A motion was made by Councilmember Goss and seconded by Mayor Pro Tem Nix to approve the Routine Airport Maintenance Program (RAMP) Grant Agreement No. M317BRENM with TxDOT for Fiscal Year 2012-13 and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**9. Discuss and Possibly Act Upon an Ordinance on Its First Reading to Repeal Ordinance O-12-010 Relating to a Non-Exclusive Franchise Granted to A&K Waste Removal, Inc. to Operate a Roll-off Container Service for Residents, Businesses and Industries Inside Brenham City Limits**

Deputy City Secretary Jennifer Salsgiver explained that Council approved an Ordinance in May 2012 granting A&K Waste Removal, Inc. a non-exclusive franchise to collect demolition/construction debris and solid waste using roll-off containers or commercial compactors. Salsgiver explained that A&K Waste Removal was recently sold to Texas Disposal Systems, Inc. so staff recommends repealing Ordinance O-12-010, which granted A&K Waste Removal, Inc. authority to operate inside city limits.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve an Ordinance on its first reading to repeal Ordinance O-12-010 relating to a non-exclusive franchise granted to A&K Waste Removal, Inc. to operate a roll-off container service for residents, businesses and industries inside Brenham city limits.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**10. Discuss and Possibly Act Upon an Ordinance on Its First Reading Granting a Non-Exclusive Franchise to Texas Disposal System to Operate a Roll-Off Container Service for Residents, Businesses, and Industries Inside Brenham City Limits**

Deputy City Secretary Jennifer Salsgiver presented an Ordinance granting Texas Disposal Systems, Inc. (TDS) the authority to collect debris and solid waste using roll-off containers or commercial compactors. Salsgiver explained that City staff is in the process of revising all of the sanitation franchise agreements; however, since TDS just recently purchased A&K Waste Removal, the passage of this Ordinance would enable TDS to operate in Brenham and pay the franchise fee of five percent (5%) while the agreements are all being reviewed.

Salsgiver explained that due to the upcoming revision of the sanitation franchise agreements, the term of A&K's agreement would only be for one hundred and eighty (180) days.

Councilmember Goss requested that Section VIII, Placement of Containers, in the current agreement be reviewed by staff for possible changes. He explained that placing containers on city streets should be prohibited because containers damage streets and roll-off companies do not pay for street repair. Councilmember Goss noted that if the city does not allow containers on the streets, then companies should be fined when their containers are placed on a city street.

Councilmember Goss pointed out that the Ordinance allows the City to grant permission to place a container on the street. Mayor Tate stated that containers placed on streets may be an

enforcement issue and not an Ordinance language issue if the City does not grant permission to place containers on the street.

Salsgiver reiterated that this Ordinance enables the City to collect the franchise fee during the interim period while staff reviews the Ordinance and explained that City Secretary Jeana Bellinger and Assistant Public Utilities Director Dane Rau would provide information on the recommended changes to Council in the coming months.

Mayor Tate explained that Council can revise the Ordinance during the amendment process and notify staff authorized to grant permission that Council does not want containers on the street.

Councilmember Barnes-Tilley asked if wording in this Ordinance needed changed to reflect Council's zero tolerance on placing containers on the street.

City Attorney Cary Bovey clarified that staff has reviewed the franchise and found changes that will be recommended to Council. Bovey explained that this Ordinance enables TDS to operate while assuring that their franchise agreement will be subject to any changes approved by Council.

Assistant Utilities Director Dane Rau explained that only one (1) person requested permission to place a container on the street within the last five (5) years and only after the City found out that his container was placed on the street. Rau stated either the franchises are overlooking the restriction or staff is not aware of the violation, but it has not been a huge problem. Rau agreed that the City should prohibit placing containers on the street unless no other place is available for the container.

Mayor Tate stated that Council can approve what is currently in the Ordinance and staff will review the language during this six (6) month period for recommendations to Council.

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to approve an Ordinance on its first reading granting a non-exclusive franchise to Texas Disposal System to operate a roll-off container service for residents, businesses, and industries inside Brenham city limits and that provides for termination at any time upon a thirty (30) day written notice after the initial period (Section XXII).

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

Council adjourned into Executive Session at 1:24 p.m.

**EXECUTIVE SESSION**

- 12. Section 551.072 – Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding Possible Acquisition of Real Estate for Future Municipal Improvements**
- 13. Section 551.072 – Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding Possible Acquisition of Real Property for Future City of Brenham Sanitation Department Operations**
- 11. Section 551.074 – Texas Government Code – Personnel Matters – Discuss and Consider City Manager’s Employment Agreement and Related Issues**

Executive Session adjourned at 2:35 p.m.

**RE-OPEN REGULAR SESSION**

- 14. Discuss and Possibly Act Upon City Manager’s Employment Agreement and Related Issues**

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Goss to extend the City Manager’s employment Agreement for an additional year beginning February 1, 2013 to February 1, 2014, increase his salary from \$136,000 to \$141,000 which is a 3.67% increase, and increase his car allowance by \$100 to be consistent with the car allowance granted to staff.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**15. Discuss and Possibly Act Upon the Acquisition of Real Estate for Future Municipal Improvements**

A motion was made by Councilmember Williams and seconded by Councilmember Ebel that the Mayor be authorized to negotiate a contract for the purchase of certain parcels of property in the downtown area for possible future municipal improvements, in accordance with the parameters discussed in executive session, and further that the Mayor be authorized to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**16. Discuss and Possibly Act Upon the Acquisition of Real Property for Future City of Brenham Sanitation Department Operations**

A motion was made by Councilmember Williams and seconded by Mayor Pro Tem Nix that the Mayor be authorized to negotiate a contract for the purchase of certain parcels of property in the downtown area for possible future City of Brenham Sanitation Department Operations, in accordance with the parameters discussed in executive session, and further that the Mayor be authorized to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

## 17. Administrative/Elected Officials Report

City Manager Terry Roberts reported on the following:

- National Night Out is scheduled for October 2, 2012 with a Wide World of Sports theme.
- ILA meeting with the County is scheduled for next week. ILA packets will be provided to the County tomorrow and copies will be distributed to the ILA Task Force and Council.

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jeana Bellinger, TRMC  
City Secretary

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on October 4, 2012 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members present:

Mayor Milton Y. Tate, Jr.  
Mayor Pro Tem Gloria Nix  
Councilmember Mary E. Barnes-Tilley  
Councilmember Andrew Ebel  
Councilmember Danny Goss  
Councilmember Keith Herring  
Councilmember Weldon Williams, Jr.

### Others present:

City Manager Terry K. Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Deputy City Secretary Jennifer Salsgiver, Fire Chief Ricky Boeker, Police Chief Rex Phelps, Chief Financial Officer Carolyn Miller, Jamie Maurer, Public Utilities Director Lowell Ogle, Public Works Director Dane Rau, Leslie Kelm, Development Services Director Julie Fulgham, Doug Baker, Kevin Boggus, Pam Ruemke, Doug Maurer, Andrew Jozwiak, Justin Schroeder, Justin McDonald, and Brian Scheffer

### Citizens present:

Larry Joe Doherty, Shelley Schaffer, Carol Muegg, Clint Kolby, and Kenneth Goesler

### Media Present:

Arthur Hahn, Brenham Banner Press; Frank Wagner, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – City Attorney Cary Bovey**

### **3. Proclamations**

- **Lone Star Water Forum Day: October 13, 2012**
- **Fire Prevention Week: October 7, 2012 - October 13, 2012**

Mayor Tate read a proclamation designating October 13, 2012 as Lone Star Water Forum Day. The proclamation was accepted by Larry Daugherty, Carol Muegge, Richard Thames, and Public Works Director Dane Rau.

Mayor Tate read a proclamation designating October 7, 2012 - October 13, 2012 as Fire Prevention Week. Fire Chief Ricky Boeker accepted the proclamation and advised Council that the Brenham Fire Department will present fire safety to children at every school in Brenham from Pre-Kindergarten to fourth grade.

### **4. Recognition**

- Brenham Fire Department Badge Pinning Ceremony
- Brian Scheffer - Promotion to Fire Captain

Fire Chief Ricky Boeker explained that a promotion to Captain in the Brenham Fire Department does not happen very often and that Brian Scheffer earned this promotion to Captain of C Shift. Boeker explained that Scheffer was selected unanimously by everyone involved in the extensive interview and selection process.

Scheffer's wife, Shelley, pinned the badge and Boeker presented Captain Brian Scheffer to Council. Captain Scheffer thanked the Mayor and Council.

### **5 New Employee**

- Deborah Taylor – Communications

Communications Supervisor Pam Ruemke introduced Deborah "Christy" Taylor to Council. City Manager Terry Roberts welcomed Taylor to the city.

### **6. Citizens Comments**

There were no citizen comments.

## **CONSENT AGENDA**

### **7. Statutory Consent Agenda**

- 7-a. Minutes from the September 6, 2012 Council Meeting**

- 7-b. Discuss and Possibly Act Upon Ordinance O-12-024 on Its Second Reading to Repeal Ordinance O-12-010 Relating to a Non-Exclusive Franchise Granted to A&K Waste Removal, Inc. to Operate a Roll-off Container Service for Residents, Businesses and Industries Inside Brenham City Limits**
- 7-c. Discuss and Possibly Act Upon Ordinance O-12-025 on Its Second Reading Granting a Non-Exclusive Franchise to Texas Disposal System to Operate a Roll-Off Container Service for Residents, Businesses, and Industries Inside Brenham City Limits**

Mayor Tate asked if Council required clarification on Item 7-b. or Item 7-c. since Council discussed these items during the previous meeting. No clarification was requested.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the Statutory Consent Agenda Item 7-a. Minutes from the September 6, 2012 Council Meeting, 7-b. Ordinance O-12-024, and 7-c. Ordinance O-12-025.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**WORK SESSION**

**8. Discussion and Presentation on Establishing a No Parking Zone on West Alamo Street in the Downtown Area**

Special Projects Engineer Doug Baker asked Council to consider establishing a no parking zone on a section of West Alamo Street near the BNSF Railroad track. Baker explained that cars parked next to the curb on the left (north) side of West Alamo Street near the BNSF Railroad track restrict the width of the travel lane, thereby causing motorists to move to the right, cross over the centerline, and encroach into the right lane. Baker added that in addition to the parking situation on Alamo Street, motorists approaching the BNSF Railroad track tend to move to the left because the centerline of Alamo Street on the west side of the track is offset approximately five (5) feet further south than the centerline on the east side of the track, which is not conducive to the free flow of traffic.

Baker also noted that TxDOT has not corrected this by moving the strip because it would require additional pavement near the tracks. Baker explained that he discussed the no parking zone idea with property owners and two (2) property owners supported it and one (1) did not.

Baker pointed out that each property can provide off-street parking, noting that while parking on the street is convenient, it is not necessary.

Baker recommended moving the centerline north since moving the centerline south would worsen the offset difference between the west side and the east side of the track.

Baker stated that the situation is aggravated by the location of the centerline and the ideal situation involves making room for parking on the right side of West Alamo Street, which will also straighten the lanes up. Baker added that it is not particularly dangerous for cars to cross over the centerline and encroach onto the right lane to avoid the parked cars, but it hinders the free flow of traffic and he explained that this is no different than wider radius returns at street intersections to improve traffic flow. Baker noted that he sent property owners a letter explaining the situation and he did receive voluntary compliance for a while.

Councilmember Barnes-Tilley explained that while one (1) property owner did not support the idea, the City should be proactive to prevent accidents and inquired about the no parking zone length required to improve traffic flow.

Baker explained that the no parking zone can be a short distance, beginning at the BNSF Railroad track and ending before or at Sewer Street, so individuals can park a short walking distance from their residences.

Baker recommended establishing the no parking zone near the railroad's flashing lights, noting that extending it past Sewer Street was needlessly burdensome. Baker explained that if TxDOT moves the centerline over when the lines are repainted, people can park on the south side of West Alamo Street.

Mayor Tate asked Baker to send a letter to the property owners notifying them that this item will be on the regular agenda in two (2) weeks.

## **REGULAR AGENDA**

### **9. Discuss and Possibly Act Upon Change Order No. 1 for the Stringer Street Realignment Project and Authorize the Mayor to Execute Any Necessary Documentation**

Special Projects Engineer Doug Baker explained that four (4) driveways need to be extended in conjunction with the Stringer Street realignment project: two (2) of these driveways are for HD Supply and two (2) are for the Dairy Bar.

Baker further explained that one (1) HD Supply driveway is gravel and the original idea was to match the extension with the existing driveway material. However, Baker stated that using a crushed limestone base with asphalt surface is about \$6,000 cheaper than using the existing driveway material (river gravel).

Baker added that this change order for a different type of driveway material will save the City about \$6,000 while providing the property owner (HD Supply) a better driveway.

Mayor Tate asked if the driveways of the other businesses will be extended. Baker explained that the gravel situation applies to only one (1) driveway and the other three (3) driveways are concrete so they will have concrete extensions.

A motion was made by Councilmember Herring and seconded by Councilmember Goss to approve Change Order No. 1 in the amount of \$6,821.10 for the Stringer Street Realignment Project and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**10. Discuss and Possibly Act Upon the Appointment of a New Member to the Brenham-Washington County Hotel Occupancy Tax (HOT) Board**

City Secretary Jeana Bellinger explained that HOT Board member Susan White has been out of state for an extended period of time and White's absence will continue for an undesignated period of time. Bellinger explained that, at Mayor Tate's request, she visited with Ant Street Inn owner Keith Hankins about serving on the HOT Board. Since then Hankins has submitted a Request for Appointment form to fill the unexpired term of White.

City Attorney Cary Bovey asked whether White submitted a letter of resignation. Bellinger explained that the City received no response from White despite various attempts to contact her, noting that the City sent her a letter certified mail on June 1<sup>st</sup> and that White had not attended a meeting since November 2011.

City Manager Terry Roberts explained that White was notified of the attendance issue and asked Bovey if the motion should include language to formally remove her. Bovey explained that Council can remove White from the board and appoint Hankins in one motion.

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to remove Susan White from the Brenham-Washington County Hotel Occupancy Tax (HOT) Board and replace her with Keith Hankins as a member to the Brenham-Washington County Hotel Occupancy Tax (HOT) Board.

Mayor Tate called for a record vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**11. Discuss and Possibly Act Upon Resolution R-12-015 Establishing Board Member Positions on the City of Brenham’s Library Advisory Board**

City Secretary Jeana Bellinger explained that Council approved an Ordinance in August providing for the reorganization of the Library Board under the new board policy Council adopted in January. Bellinger explained that the Library Board established staggered three-year terms for its members before three year terms were mandated by Council so the only action required of Council is to officially assign current board members to member positions as outlined in the Ordinance.

Bellinger further explained that Library Board member terms will not change since the Library Board was already on staggered three-year terms and they only need to be assigned member positions to match the new policy, as outlined in the Ordinance.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve Resolution R-12-015 establishing board member positions on the City of Brenham’s Library Advisory Board.

Mayor Tate called for a record vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

Council adjourned into Executive Session at 1:40 p.m.

### EXECUTIVE SESSION

12. **Section 551.072 - Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding Potential Sale of Approximately 0.912 Acres of Land Being Reserve No. 3, in the L. D. Brown Addition Located in the 100 Block of S. Chappell Hill Street in the City of Brenham, Washington County, Texas**
13. **Section 551.072 - Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding Potential Sale of Approximately 0.3455 Acres of Land Being the East Part of Lot 1-A and Part of Lot 1-B, of the Davidson Addition Located in the 100 Block of N. Chappell Hill Street in the City of Brenham, Washington County, Texas Land**
14. **Section 551.072 - Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding Potential Sale of Approximately 200 Acres Located on Chadwick – Hogan Road More Commonly Identified as the Old Landfill Property**
15. **Section 551.072 - Texas Government Code – Deliberation Regarding Real Property – Discussion Regarding Potential New Park Land**

Executive Session adjourned at 2:37 p.m.

### RE-OPEN REGULAR AGENDA

16. **Discuss and Possibly Act Upon the Sale of Approximately 0.912 Acres of Land Being Reserve No. 3, in the L. D. Brown Addition located in the 100 Block of S. Chappell Hill Street in the City of Brenham, Washington County, Texas and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Herring and seconded by Councilmember Ebel to authorize staff to go out for proposals, as authorized in state law, for the sale of 0.912 acres of land being Reserve No. 3, in the L. D. Brown Addition, located in the 100 Block of S. Chappell Hill Street in the City of Brenham, Washington County, Texas and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a record vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**17. Discuss and Possibly Act Upon the Sale of Approximately 0.3455 Acres of Land Being the East Part of Lot 1-A and Part of Lot 1-B, of the Davidson Addition located in the 100 Block of N. Chappell Hill Street in the City of Brenham, Washington County, Texas Land and Authorize the Mayor to Execute Any Necessary Documentation**

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to authorize staff to go out for proposals, as authorized in state law, for the sale of 0.3455 acres of land being the east part of Lot 1-A and part of Lot 1-B of the Davidson Addition located in the 100 Block of N. Chappell Hill Street in the City of Brenham, Washington County, Texas and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a record vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**18. Administrative/Elected Officials Report**

Parks and Recreation Manager Jamie Maurer reported on the following:

- Music in the Park Series every Saturday in October from 8:00 p.m. -10:00 p.m. at the Amphitheatre
- Kid Fish scheduled for October 20, 2012

Chief Financial Officer Carolyn Miller reported on the following:

- Clean sweep week at the Blue Bell Aquatics Center. The indoor pools were drained for maintenance.

Assistant City Manager Kyle Dannhaus reported on the following:

- Two thirds of the old municipal building is down with no major complaints. The state investigated one complaint involving some debris not picked up before the end of the work day. That complaint was corrected.

City Manager Terry Roberts reported on the following:

- Dane Rau was promoted to Public Works Director and Doug Baker assumed the role as Special Projects Engineer in preparation for Baker's retirement in February. Rau will oversee Parks, Maintenance, Recycling, Collection, Sanitation, and Streets.

- Board appointment nominations will be brought to Council by December
- Bid award for the overlay project will be brought to Council at the next meeting
- The certificate of obligation notice of intent for the Stringer Street to Chappell Hill Street connection will be brought to Council at the next meeting
- Reminded Council to connect with Paula Shields about attending the Cub Hall of Fame Luncheon and the Texas Municipal League's Annual Conference.
- The American Planning Association awarded the City for the Downtown Master Plan
- Reminded council that the second meeting in November was moved to the 29<sup>th</sup> at 1:00 p.m.
- By the end of the year, there needs to be a joint meeting with the Washington County Commissioners to discuss the city and county interlocal agreements.
- A Parks Board sub-committee and staff are preparing to discuss interlocal agreements with Brenham Independent School District (BISD)
- The land acquisition for the Handley Street widening project was finalized

Special Projects Engineer Doug Baker reported on the following:

- Westwood project is moving forward - AT&T and Bluebonnet Electric have relocated phone and electric lines.
- Legacy Concrete began working on Stringer Street

Mayor Pro Tem Nix reported on the following:

- The Brenham Heritage Museum lease was reviewed by City Attorney Cary Bovey and will need to be updated in the near future.

City Attorney Cary Bovey reported on the following:

- Smesney case was dismissed and plaintiff has thirty (30) days to appeal the courts decision.

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jeana Bellinger, TRMC  
City Secretary

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on October 18, 2012 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members present:

Mayor Milton Y. Tate, Jr.  
Mayor Pro Tem Gloria Nix  
Councilmember Mary E. Barnes-Tilley  
Councilmember Andrew Ebel  
Councilmember Danny Goss  
Councilmember Keith Herring  
Councilmember Weldon Williams, Jr.

### Others present:

City Manager Terry Roberts, Assistant City Manager Kyle Dannhaus, City Attorney Cary Bovey, Deputy City Secretary Jennifer Salsgiver, Accounting Manager Stacy Hardy, Budget Officer Debbie Gaffey, Rhonda Kuehn, Jamie Maurer, Public Utilities Director Lowell Ogle, Public Works Director Dane Rau, Leslie Kelm, Development Services Director Julie Fulgham, Kim Hodde, Doug Baker, Kevin Boggus, and Angela Hahn

### Citizens present:

Clint Kolby, Page Michel, Lu Hollander, Judy Hyman, James Crady, Kristen Crady, and Ed Addicks

### Media Present:

Arthur Hahn, Brenham Banner Press; Frank Wagner, KWHI

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Mayor Pro Tem Gloria Nix**
- 3. Special Recognition**
  - **Recognition of the Downtown Master Plan’s Project Planning Award**

Development Services Director Julie Fulgham explained that the American Planning Association awarded the City of Brenham the Project Planning Award for the Downtown Master Plan at the state conference and she presented the award to Council.

**4. Proclamation**

➤ **Domestic Violence Awareness Month**

Mayor Tate read a proclamation designating October as Domestic Violence Awareness Month. Dot Borchgardt, with the Washington County Victim's Task Force, accepted the proclamation and invited everyone to the Eleventh (11<sup>th</sup>) Annual Candlelight Vigil to be held Tuesday, October 30, 2012 at 6:00 p.m. at Blinn College.

**5. Citizens Comments**

There were no citizen comments.

**CONSENT AGENDA**

**6. Statutory Consent Agenda**

**6-a. Minutes from the September 17, 2012 Special Council Meeting**

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve the Statutory Consent Agenda Item 6-a. Minutes from the September 17, 2012 Special Council Meeting.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**WORK SESSION**

**7. Presentation of the Fourth Quarter Report by the Washington County Convention and Visitors Bureau**

Washington County Convention and Visitors Bureau (WCCVB) Advertising Manager Lu Hollander presented the WCCVB's fourth (4<sup>th</sup>) quarter highlights. Hollander pointed out two (2) major tourism events in July that contributed to over five thousand (5,000) website hits including the Hot Nights Cool Tunes Concert Series and the grape stomps at Pleasant Hill and Windy Wineries. Hollander highlighted the Round Top Fall Antiques Week and Washington County Fair for September's tourism events.

Hollander highlighted July's advertisement in *Edible Austin*, August's advertisement in *Texas Monthly*, and September's advertisement in the *See Texas First* travel insert in twenty-seven (27) newspapers. Hollander pointed out regional meetings, which included the Texas Association of Convention & Visitors Bureaus Annual Conference in August as well as the Texas Travel Industry Association Annual Conference and Brenham Downtown Merchants planning meetings in September.

Hollander announced that a national car tour will bring one hundred and ninety-two (192) pre-1942 automobiles to the area next week. She explained that they can be viewed in Downtown Brenham in groups of fifty (50) on Saturday and she will send Council the tour's full schedule. She noted that this national tour has not been in Texas for seventeen (17) years and it will bring around four hundred and thirty (430) people to the city.

Hollander explained that the Geiger Press Tour is scheduled for November 4, 2012 through November 8, 2012. She invited Council to a reception that will be held in the Simon Visitor's Center to meet the writers, explaining that more information will be sent to Council.

Hollander introduced WCCVB Marketing and Sales Manager Judy Hyman to Council.

## **REGULAR AGENDA**

### **8. Discuss and Possibly Act Upon Resolution R-12-016 of the City Council of the City of Brenham, Texas, Authorizing the Giving of Notice of Intention to Issue City of Brenham, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2012; and Declaring an Effective Date**

City Manager Terry Roberts welcomed the City's Financial Advisor Garry Kimble of Specialized Public Finance, Inc. to the Council meeting. Roberts stated that Council discussed undertaking additional street work at budget time and the City has the capacity within the existing tax rate to issue just under two million dollars (\$2,000,000) in additional bonds without an increase in the property tax rate. Roberts noted that Council identified in the budget workshops and in public hearings that they intended to issue additional debt within the current tax rate for additional street improvements. Roberts explained that Kimble will describe the process, noting that the notices will stipulate that the financing is only for public street improvements.

Kimble explained that this is the first step in a two step process required by the statute to authorize the publication of a notice of intent, which is required to outline three (3) points related to the financing. Kimble stated that the notice must identify a not to exceed principle amount of certificates to be issued, the use of the certificates proceeds, and the date on which action would be taken by Council to award the sale of certificates. Kimble explained that the certificates to be issued will not exceed one million eight hundred fifty thousand dollars (\$1,850,000), the proceeds will be used for transportation projects, and Council will award the sale of certificates on December 6, 2012 during the first Council meeting in December.

Kimble clarified that the publication must run thirty (30) days before Council can award the sale of certificates and that authorizing the publication does not require Council to issue the certificates. Kimble added that he will present the bids and his recommendation during the December 6, 2012 Council meeting. Kimble noted that rates are extremely low, providing an opportune time to lock in a twenty (20) year fixed-rate debt, which is currently below the 3% figure used for budgeting purposes.

A motion was made by Councilmember Goss and seconded by Councilmember Ebel to approve Resolution R-12-016 of the City Council of the City of Brenham, Texas, authorizing the giving of notice of intention to issue City of Brenham, Texas, Combination Tax and Revenue Certificates of Obligation, Series 2012; and declaring an effective date.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**9. Discuss and Possibly Act Upon an Ordinance on Its First Reading Establishing a No Parking Zone on the North Side of W. Alamo, Beginning at the West Line of the BNSF Railroad and Extending Westward Approximately 460 Feet**

Mayor Tate requested that Council pass this item and explained that staff is getting more information concerning a possible solution for this situation. He noted that the item will be published in the paper if it is taken up again.

**10. Discuss and Possibly Act Upon the Award of a Contract for Construction Services for the 2012 Collector Street HMAC Overlay Project and Authorize the Mayor to Execute any Necessary Documentation**

Special Projects Engineer Doug Baker explained that bids for this project were opened on October 3<sup>rd</sup> and eight (8) bids were received. Baker stated that Hubco, Inc. was the low bidder for construction services related to the overlay project in the amount of one million eighty-two thousand fifty-four dollars and thirty cents (\$1,082,054.30).

Baker stated that the base bid provides for a two inch (2") thick overlay and the deduction alternate bid "A" is the amount deducted from the base bid if the overlay is reduced to a one and a half inch (1½") thick overlay. Baker explained that the city could not predict whether there would be enough bond money for a two inch (2") thick overlay due to the influx in oil prices.

Baker stated that the addition alternate “B” is the amount added to the base bid to mill the existing asphalt street surface at all the street intersections for a smoother transition from the new asphalt surface to the existing asphalt surface, which is the normal procedure. Baker strongly recommended awarding the contract with the base bid as well as the addition alternate “B.”

Ed Addicks with O’Malley Engineers, LLC explained that they worked with Hubco recently on similar projects and TxDOT would recommend Hubco too. Addicks noted that Hubco can start on November 1, 2012 and the project will take five (5) weeks.

Mayor Tate asked about the other streets currently torn up. Baker explained that those streets are not related to this project. He explained that Council approved renting a road recycling machine an extra month, which allowed staff to work on Burleson Street and Lee Street. He added that Burleson Street and Lee Street will be seal coated for a short term basis, but they will need an overlay eventually.

Public Works Director Dane Rau explained that an overlay for Burleson Street and Lee Street is budgeted in the current year.

Baker highlighted a recap of the total expenses and explained that he believes the testing estimate is high after speaking with Addicks about quality control, but the recap gives Council an idea of the remaining bond proceeds. Baker recommended awarding the contract to Hubco, Inc. as the low bidder with the base bid and addition alternate “B.”

A motion was made by Councilmember Williams and seconded by Councilmember Goss to award the 2012 Collector Street HMAC Overlay Project contract in the amount of \$1,107,054.30, which includes the base bid in the amount of \$1,082,054.30, the addition of alternate “B” in the amount of \$25,000.00, as well as the engineering and testing components, to Hubco, Inc. and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**11. Discuss and Possibly Act Upon the Renewal of the Contract with the Texas Department of Public Safety for the Omni Base Program in the City of Brenham’s Municipal Court and Authorize the Mayor to Execute any Necessary Documentation**

Municipal Court Administrator Rhonda Kuehn explained that the City of Brenham's contract with the Texas Department of Public Safety (DPS) has greatly helped the municipal court's collection program since November 2001. Kuehn explained that the program calls for DPS to deny driver license renewals on individuals with outstanding cases in the City's municipal court.

Kuehn stated that the Texas Legislature changed the contract and the City Attorney has reviewed the new contract. Kuehn pointed out minor changes including address and title changes and emphasized that the biggest change requires staff to submit clearance reports to DPS immediately instead of the current five (5) days period. Kuehn noted that staff clears outstanding cases in the system immediately following payment so the contract change will not alter staff's existing process and the renewal enables staff to continue utilizing this program.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the renewal of the contract with the Texas Department of Public Safety for the Omni Base Program in the City of Brenham's Municipal Court and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**12. Discuss and Possibly Act Upon Bid No. 13-001 for Annual Concrete Work for the City of Brenham's Street Department and Authorize the Mayor to Execute any Necessary Documentation**

Public Works Director Dane Rau explained that the City opened bids on October 4, 2012 regarding annual concrete work that is requested by the street department and many of the public utility departments throughout the year. Rau explained that four (4) bid packets were sent out and two (2) were received with Legacy Concrete Works, LLC, formally known as LaBu, Inc., submitting the lowest bid. Rau explained that Legacy Concrete Works, LLC was the lowest on four (4) of the five (5) items and on the total bid at one hundred sixteen thousand eight hundred two dollars and fifty cents (\$116,802.50) compared to one hundred twenty-eight thousand three hundred ninety-six dollars and seventy cents (\$128,396.70). Rau recommended that Council award the annual concrete work to Legacy Concrete Works, LLC.

Councilmember Barnes-Tilley asked if this figure was under the budgeted amount and if the concrete is less than what city staff thought it would cost. Rau explained that one (1) line item exists in the budget for all curb and street material so concrete comes out of this line item, which is over three hundred thousand dollars (\$300,000). He explained that specific materials are not budgeted for.

Assistant City Manager Kyle Dannhaus asked if a change order will be required if the numbers vary from the estimated quantities. City Attorney Cary Bovey clarified that the amount in the motion should refer to the unit price or dollar amount.

A motion was made by Councilmember Goss and seconded by Councilmember Ebel to award Bid No. 13-001 for annual concrete work for the City of Brenham's Street Department to Legacy Concrete Works, LLC in the amount of \$116,802.50 and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**13. Discuss and Possibly Act Upon the Reassignment of a Ground Space Lease Agreement at the Brenham Municipal Airport and Authorize the Mayor to Execute any Necessary Documentation**

Administrative Assistant Kim Hodde explained that on August 17, 2000, Council approved a ground space lease agreement with Barbara Hazard for Hangar B-1 at the Airport. Hodde explained that Mrs. Hazard notified the City that she wanted to change the name on the lease agreement to her husband, William Hazard. Hodde explained that the City Attorney drafted the reassignment of the lease that both Mr. Hazard and Mrs. Hazard have signed. Hodde clarified that none of the terms of the original lease have changed; the name change is the only change.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to reassign the ground space lease agreement for Hangar B-1 at the Brenham Municipal Airport from Barbara Hazard to William Hazard and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**14. Discuss and Possibly Act Upon Resolution R-12-017 Authorizing the Execution of an Agreement with TxDOT for the Temporary Closure of State Right of Way in Connection with the 2012 Christmas Stroll to be Held on Friday, November 30, 2012**

Administrative Assistant Kim Hodde presented an agreement with TxDOT to close Main Street and Alamo Street between Market Street and Austin Street from 4:00 p.m. until 10:00 p.m. in connection with the 2012 Christmas Stroll. Hodde explained that the event will be same as last year with the same times.

Mayor Pro Tem Nix asked if Council will have to approve another street closure if the Christmas Stroll event is extended to Saturday. Parks and Recreation Manager Jamie Maurer explained that the downtown merchants were planning additional activities to get people into the stores, but it will not require a street closure.

Councilmember Goss suggested providing a detour for traffic passing through Brenham during events that involve a street closure. Maurer explained that she will be meeting with the street department and police department in November and they will discuss street closures.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to approve Resolution R-12-017 authorizing the execution of an agreement with TxDOT for the temporary closure of state right of way in connection with the 2012 Christmas Stroll to be held on Friday, November 30, 2012.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**15. Discuss and Possibly Act Upon a Recommendation from the Parks Advisory Board to Amend the Parks Master Plan to Reprioritize the Need for a Splash Pad in the Blue Bell Aquatic Center**

Parks and Recreation Manager Jamie Maurer reminded Council that staff presented a Texas Parks and Wildlife Department (TPWD) Outdoor Recreation Grant opportunity in August for Blue Bell Aquatic Center (BBAC) improvements that would extend the outdoor deck, provide a canopy, and add a small splash pad.

Maurer stated that Items 15 and 16 are on the agenda to provide additional information requested by TPWD. Maurer explained that the Parks Master Plan, approved by the Parks and Recreation Advisory Board (PRAB) in February 2012 and submitted with the grant application, listed a splash pad at Fireman’s Park not at the BBAC. Maurer presented a letter from PRAB Chairman Ken Goessler that explains that PRAB would like to prioritize a splash pad at the BBAC since the infrastructure already exists there.

Councilmember Goss asked if the grant application specified that the splash pad was for the BBAC. Maurer confirmed that the grant application did indeed locate the splash pad at the BBAC, but the Parks Master Plan listed a splash pad only at Fireman’s Park. Maurer noted that TPWD wants to confirm that the project is for the BBAC.

Councilmember Barnes-Tilley asked if there are still plans for a splash pad at Fireman’s Park or if the project was relocated to the BBAC, noting that it would be more expensive to locate a splash pad at Fireman’s Park. Maurer stated that a splash pad at Fireman’s Park has not been ruled out but the cost of the project doubles if it is located in Fireman’s Park.

Councilmember Herring asked if a splash pad at the BBAC impacts the land available around the BBAC. Assistant City Manager Dannhaus confirmed that it would not impact the land available around the BBAC because the splash pad would be located inside the fence.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to approve a recommendation from the Parks Advisory Board to amend the Parks Master Plan to reprioritize the need for a splash pad in the Blue Bell Aquatic Center.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**16. Discuss and Possibly Act Upon Resolution R-12-018 Authorizing the Submission of Supplemental Grant Documents Related to a Texas Parks and Wildlife Grant Application for Additional Water Features, Decking and Associated Improvements and Furnishings at the Blue Bell Aquatics Center**

Parks and Recreation Manager Jamie Maurer explained that Council approved a Resolution in August for the submission of a Texas Parks and Wildlife Department (TPWD) grant for improvements at the Blue Bell Aquatics Center. Maurer stated that TPWD notified the City that additional wording was needed to specify that the City would not allow mining or drilling in the project area. Maurer stated that Resolution No. R-12-018 contains the appropriate wording in order to satisfy TPWD's requirement.

A motion was made by Councilmember Goss and seconded by Councilmember Herring to approve Resolution R-12-018 authorizing the submission of supplemental grant documents related to a Texas Parks and Wildlife grant application for additional water features, decking and associated improvements, and furnishings at the Blue Bell Aquatics Center.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Weldon Williams	Yes

**17. Administrative/Elected Officials Report**

Parks and Recreation Manager Jamie Maurer reported on the following:

- Kid Fish is scheduled for Saturday, October 20, 2012 from 9 a.m. – 1 p.m. at the Blue Bell Aquatics Center.

City Manager Terry Roberts reported on the following:

- The fish are there now for the Kid Fish event so Council can stop by the Blue Bell Aquatics Center if you can not make it Saturday.
- Bluebonnet Electric Cooperative (BBEC) open house for the Southwest Industrial Park expansion is scheduled Wednesday, October 24, 2012 at 4:00 p.m. RSVP to Paula Shields or BBEC directly.
- Hosting City of Huntsville officials for the Mayor's Bowl on Friday, November 2, 2012. RSVP to Paula Shields by Friday, October 26, 2012.

Mayor Pro Tem Nix reported on the following:

- Archeologist will evaluate items found in the area on Saturday, October 20, 2012 at the Brenham Heritage Museum.

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Jeana Bellinger, TRMC  
City Secretary



**AGENDA ITEM 7**

<b>DATE OF MEETING:</b> November 1, 2012		<b>DATE SUBMITTED:</b> October 22, 2012	
<b>DEPT. OF ORIGIN:</b> Administration		<b>SUBMITTED BY:</b> Julie Fulgham	
<b>MEETING TYPE:</b>		<b>CLASSIFICATION:</b>	
<input checked="" type="checkbox"/> REGULAR		<input checked="" type="checkbox"/> PUBLIC HEARING	
<input type="checkbox"/> SPECIAL		<input type="checkbox"/> CONSENT	
<input type="checkbox"/> EXECUTIVE SESSION		<input type="checkbox"/> REGULAR	
		<input type="checkbox"/> WORK SESSION	
<b>ORDINANCE:</b>			
<input type="checkbox"/> 1 <sup>ST</sup> READING			
<input type="checkbox"/> 2 <sup>ND</sup> READING			
<input type="checkbox"/> RESOLUTION			
<b>AGENDA ITEM DESCRIPTION:</b> Public Hearing, Discussion and Receipt of Input Related to the Proposed Creation of Reinvestment Zone Number 35 Requested by MIC Group, LLC for Commercial-Industrial Tax Phase-In Incentive on a Certain Tract of Land Containing 7.170 Acres, More or Less, Being Located at 1801 Industrial Boulevard, Brenham, Texas, with Boundaries Further Described in Exhibit "A" of the Ordinance Creating Reinvestment Zone Number 35, and Designating This Property as Qualifying for Tax Phase-In			
<b>SUMMARY STATEMENT:</b> Prior to considering the creation of a Reinvestment Zone for implementing a Tax Phase-In incentive for MIC Group, LLC, the City Council is required to hold a Public Hearing to receive input regarding the proposal.			
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>			
A. PROS:			
B. CONS:			
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>			
<b>ATTACHMENTS:</b> None			
<b>FUNDING SOURCE (Where Applicable):</b> N/A			
<b>RECOMMENDED ACTION:</b> Discussion only			
<b>APPROVALS:</b> Terry K. Roberts			



## AGENDA ITEM 8

<b>DATE OF MEETING:</b> November 1, 2012	<b>DATE SUBMITTED:</b> October 22, 2012	
<b>DEPT. OF ORIGIN:</b> Administration	<b>SUBMITTED BY:</b> Julie Fulgham	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input checked="" type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon an Ordinance on Its First Reading for the Creation of Reinvestment Zone Number 35 Requested by MIC Group, LLC for Commercial-Industrial Tax Phase-In Incentive on a Certain Tract of Land Containing 7.170 Acres, More or Less, Being Located at 1801 Industrial Boulevard, Brenham, Texas, with Boundaries Further Described in Exhibit “A” of Said Ordinance, and Designating This Property as Qualifying for Tax Phase-In		
<b>SUMMARY STATEMENT:</b> MIC Group, LLC is planning an expansion at their MIC-West facility off of Industrial Boulevard in the Southwest Industrial Park. The proposed expansion will help MIC Group, LLC meet the increased demand from their customers.  MIC Group, LLC is proposing a total of 15 new jobs (generating \$715,000 in additional payroll) and a capital investment of \$2,100,000 to purchase the new equipment. The level of investment qualifies MIC Group, LLC for a Level 2 abatement based on new value creation and a Level 1 abatement based on new job creation.  Both EDF and City staff have reviewed MIC Group, LLC application for Tax Phase-In and have verified that the project meets the requirements of the Tax Phase-In policy. Representatives from the Economic Development Foundation of Brenham will be at the meeting to answer any questions.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<p><b>A. PROS:</b> Approve the ordinance creating Reinvestment Zone Number 35 and contribute to the future economic development of the City.</p> <p><b>B. CONS:</b> If the ordinance creating Reinvestment Zone Number 35 is not approved, the MIC Group, LLC expansion would be subject to required taxes and it may affect the project.</p>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> (1) Copy of an Ordinance for the creation of Reinvestment Zone Number 35; and (2) Memo from the Brenham Economic Development Foundation		

**FUNDING SOURCE (Where Applicable):** N/A

**RECOMMENDED ACTION:** Approve an Ordinance on Its First Reading for the Creation of Reinvestment Zone Number 35 Requested by MIC Group, LLC for Commercial-Industrial Tax Phase-In Incentive on a Certain Tract of Land Containing 7.170 Acres, More or Less, Being Located at 1801 Industrial Boulevard, Brenham, Texas, with Boundaries Further Described in Exhibit “A” of Said Ordinance, and Designating This Property as Qualifying for Tax Phase-In.

**APPROVALS:** Terry K. Roberts

**ORDINANCE \_\_\_\_\_**

**AN ORDINANCE DESIGNATING ALL THAT CERTAIN 7.170 ACRE TRACT OR PARCEL OF LAND, LYING AND BEING SITUATED IN THE CITY OF BRENHAM, WASHINGTON COUNTY, TEXAS, PART OF THE PHILIP COE SURVEY, A-31, BEING A RESURVEY OF THE SAME LAND DESCRIBED IN THE FOLLOWING DEEDS: 5.000 ACRES IN THE DEED FROM ROY W. RUETER, ET UX, TO MAGNETIC INSTRUMENTS CORP., DATED JUNE 5, 1992, AS RECORDED IN VOLUME 672, PAGE 619, IN THE OFFICIAL RECORDS OF WASHINGTON COUNTY, TEXAS, 1.0835 ACRES IN THE DEED FROM CRAIG W. GASKAMP, ET UX, TO MAGNETIC INSTRUMENTS CORP., DATED OCTOBER 18, 1989, AS RECORDED IN VOLUME 614, PAGE 692, IN THE OFFICIAL RECORDS OF WASHINGTON COUNTY, TEXAS, AND 1.0835 ACRES IN THE DEED FROM THE BRENHAM INDUSTRIAL FOUNDATION, INC. TO MAGNETIC INSTRUMENTS CORP., DATED MAY 11, 1990, AS RECORDED IN VOLUME 628, PAGE 203, IN SAID OFFICIAL RECORDS OF WASHINGTON COUNTY, TEXAS, AS REINVESTMENT ZONE NUMBER THIRTY-FIVE FOR COMMERCIAL TAX PHASE-IN INCENTIVE AS PROVIDED IN CHAPTER 312, TEXAS TAX CODE; ESTABLISHING THE NUMBER OF YEARS FOR THE ZONE, AUTHORIZING AN AGREEMENT FOR EXEMPTION FROM TAXATION THE INCREASE IN VALUE OF CERTAIN PROPERTY IN ORDER TO ENCOURAGE DEVELOPMENT AND REDEVELOPMENT AND OTHER MATTERS RELATING THERETO; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, the City Council of the City of Brenham, Texas, ("City") desires to encourage supervised improvements by property owners and lessees through tax phase-in procedures within its jurisdiction by the creation of a reinvestment zone as authorized by Chapter 312, Texas Tax Code (the "Act"); and

**WHEREAS**, on the 1<sup>st</sup> day of November, 2012, the City Council held a public hearing to receive comments concerning the designation of proposed Reinvestment Zone Number Thirty-Five. The notice of such hearing was published on October 25, 2012, such date being not later than the seventh day before the date of the public hearing; and

**WHEREAS**, the City called a public hearing and published notice of such public hearing as required by Section 312.201 of the Act; and has delivered written notice to the presiding officer of the governing body of each taxing unit within the jurisdiction of the proposed Reinvestment Zone Number Thirty-Five for Commercial Tax Phase-In; and

**WHEREAS**, at said public hearing the City presented evidence that such proposed designation would be reasonably likely to contribute to the retention or expansion of primary employment or to attract major investment in the zone that would be a benefit to the property, that the proposed improvements are feasible and practical, that said improvements would be a benefit to the land included in the zone and that would contribute to the economic development of the City; and

**WHEREAS**, the designation of the proposed reinvestment zone is consistent with the City's policies adopted by Council Resolution No. R-11-025 on the 15<sup>th</sup> day of December, 2011, and will benefit the land included within the Reinvestment Zone after the expiration of the Agreement; and

**WHEREAS**, the City at such public hearing invited any interested person or his attorney to appear and contend for or against the creation of the reinvestment zone, the boundaries of the proposed reinvestment zone, whether all or part of the territory which is referred to as City of Brenham Reinvestment Zone Number Thirty-Five for Commercial Tax Phase-In, should be included in such proposed reinvestment zone, and obtain tax phase-in; and

**WHEREAS**, at such hearing recommendations were given as to the number of years the reinvestment zone would be designated, the number of years in which an agreement would be available, as well as the percentage of potential tax exemption under the aforesaid tax phase-in guidelines and criteria to be applied to taxable real property which is redeveloped.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS:**

**Section 1.** That the facts and recitations contained in the preamble of this Ordinance are hereby found and declared to be true and correct and are incorporated herein for all purposes.

**Section 2.** That the City, after conducting such hearing having further studied recommendations, as well as the evidence presented at the public hearing, has made the following findings based on the evidence and testimony presented to it:

- a) That the public hearing on the adoption of the reinvestment zone under the provisions of the Act has been properly called, held and conducted and that notice of such hearing has been published as required by law and has been sent to the respective taxing units within the proposed reinvestment zone; and
- b) That the City has jurisdiction to hold and conduct said public hearing on the creation of the proposed reinvestment zone pursuant to the Act; and

- c) That creation of the proposed reinvestment zone with boundaries described herein will result in improvements made after the passage of this Ordinance and the execution of tax abatement agreements, that are feasible and practical and will benefit the City, its residents and property owners in the reinvestment zone; and
- d) That the proposed designation will be reasonably likely to contribute to the retention or expansion of primary employment or to attract major investments to the zone that would be a benefit to the property and contribute to economic development of the City.

**Section 3.** That the City hereby creates Reinvestment Zone Number Thirty-Five, designated as all that certain 7.170 acre tract or parcel of land, lying and being situated in the City of Brenham, Washington County, Texas, part of the Philip Coe Survey, A-31, being a resurvey of the same land described in the following deeds: 5.000 acres in the deed from Roy W. Rueter, et ux, to Magnetic Instruments Corp., dated June 5, 1992, as recorded in Volume 672, Page 619, in the Official Records of Washington County, Texas, 1.0835 acres in the deed from Craig W. Gaskamp, et ux, to Magnetic Instruments Corp., dated October 18, 1989, as recorded in Volume 614, Page 692, in the Official Records of Washington County, Texas, and 1.0835 acres in the deed from The Brenham Industrial Foundation, Inc. to Magnetic Instruments Corp., dated May 11, 1990, as recorded in Volume 628, Page 203, in said Official Records of Washington County, Texas, said property being located at 1801 Industrial Boulevard, Brenham, Texas, said property being more fully described in Exhibit "A" attached hereto and incorporated herein for all purposes, and such reinvestment zone shall hereafter be identified as Reinvestment Zone Number Thirty-Five for Commercial Tax Phase-In, City of Brenham, Texas.

**Section 4.** That the designation of Reinvestment Zone Number Thirty-Five for Commercial Tax Phase-In, shall expire five (5) years from the date of this Ordinance, unless renewed as provided by the Act, or at an earlier time designated by subsequent ordinance.

**Section 5.** That written agreements as provided in the Act with owners of eligible property located within the reinvestment zone shall be for a period of up to ten (10) years, and that the eligible property that is subject to the above mentioned exemption from taxation shall be the improvements to the property in conformity with the City's criteria and guidelines, and written agreements shall provide for an exemption from taxation of the total increase in value of the eligible property over its value in the year the agreement is executed. The written agreement will require that all taxes be current at the time of execution of agreement and be kept current to all taxing entities during the term of said agreement.

**Section 6.** That said designation of Reinvestment Zone Number Thirty-Five for Commercial Tax Phase-In and the written agreement thereof are in accordance with the City of Brenham Policy Statement on Property Tax Phase-In Incentive for Selected Commercial Enterprises and will be a benefit to the land which will be included within the Reinvestment Zone and to the City of Brenham after the expiration of the agreement.

**Section 7.** That if any provision of this Ordinance shall be held to be invalid or unconstitutional, the remainder of such ordinance shall continue in full force and effect the same as if such invalid or unconstitutional provision had never been a part of it.

**Section 8.** That it is hereby officially found and determined that the meeting at which this Ordinance is passed is open to the public as required by law and that public notice of the time, place and purpose of said meeting was given as required.

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Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

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Jeana Bellinger, TRMC  
City Secretary





## MEMO

To: Mayor Tate and City Council Members  
From: Brenham Economic Development Foundation  
Date: October 15, 2012  
Re: MIC Group Tax Phase-In Application

The Brenham Economic Development Foundation respectfully requests your consideration of an application for Tax Phase-In from MIC Group.

MIC Group is planning an expansion that they hope to locate at their MIC-West facility off of Industrial Boulevard in the Southwest Industrial Park. The use of the Tax Phase-In incentive will help MIC invest in the necessary equipment and human capital to meet the increased demand from their customers. Additionally, the use of the Tax Phase-In incentive will make the Brenham location more competitive to locate the company's future expansion and reinvestment projects instead of it happening at one of MIC's other manufacturing plants in Houston, Oklahoma, Mexico or Malaysia. This project would also provide a substantial positive economic impact to the local Brenham economy.

**JOB CREATION:** A total of **15 jobs will be added** during the first year the new equipment is added. The 15 new jobs that will be created are projected to generate \$715,000 in additional payroll.

**CAPITAL INVESTMENT:** MIC Group will be **investing \$2.1 million** in capital for the project. The capital will be used to buy new equipment.

**NEW TAXES PAID:** If located in Brenham, MIC Group will pay **a total of \$27,096 in new taxes in its first year** of operation (\$1,141 in city taxes). The company will receive an abatement of \$18,631 in year-one (\$10,266 from city taxes). At the end of its tax phase-in period, MIC Group will have paid **a total of \$163,428 in new taxes** (\$21,104 in city taxes), and will have received a total abatement of \$65,209 (\$35,932 from city taxes). At no point in the tax phase-in process does any company receive abatements on taxes for Blinn College or Brenham ISD.

Attached you will find:

- A) Tax Phase-In application
- B) Brief company history
- C) Economic Impact Analysis
- D) Property survey
- E) Property legal description
- F) Tax Phase-In schedules
- G) Tax Phase-In calculation

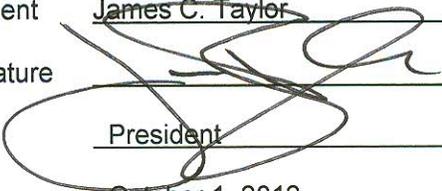
As you review the attached documents, if you have any questions, please contact Clint Kolby at the Brenham Economic Development Foundation office at (979)836-8927 or [clint@brenhamtexas.com](mailto:clint@brenhamtexas.com).

**TAX PHASE-IN APPLICATION**

This application must be filed in conformance with the City of Brenham/Washington County Guidelines and Criteria for Tax Phase-In. The application must be filed prior to the beginning of construction or installation of equipment. Approval of this application is discretionary with the City Council and/or Commissioner's Court. All applications submitted to the City of Brenham must be received 20 days before the publication deadline.

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**APPLICANT INFORMATION**

Company Name	<u>MIC Group, LLC</u>	
Address of HQ	<u>3140 S. Blue Bell Rd.</u>	Annual Sales <u>\$120 Million</u>
	<u>Brenham, Texas 77833</u>	Years in Business <u>49 years</u>
Company President	<u>James C. Taylor</u>	Total Employees <u>625</u>
Authorized Signature		Brenham Address:
Title	<u>President</u>	<u>1801 Industrial Blvd.</u>
Date	<u>October 1, 2012</u>	<u>Brenham, Texas 77833</u>
Contact Person	<u>Brad Leuschner</u>	Telephone <u>(979) 277-7971</u>

Attach a description of the Company including a brief history, corporate structure and business plan and annual statement, if available.

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**PROJECT INFORMATION**

Type of Targeted Enterprise:

Agriculture/ Aquaculture Facility;  Manufacturing/Assembly;  Distribution;  Research

Products and services to be provided: Precision machining and assembly services for the oil and gas industry

**SITE INFORMATION**

Address 1801 Industrial Blvd.; Brenham, Texas 77833

Legal Description A0031 – Coe, Phillip, TRACT 344, ACRES 7.17

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Attach map showing project location.

New Facilities  Expansion of Existing Facilities  Modernization/Remodel

**ECONOMIC INFORMATION**

Construction Estimates

Start Date	<u>December 2012</u>	Contract Amount	<u>\$2.1 Million</u>
Completion Date	<u>2013</u>	# Construction Jobs	<u>3</u>

Estimated Appraised Values	Land	Building/Equipment	Personal Property
Value before Tax Phase-In begins	<u>\$72,420</u>	<u>\$2,189,000</u>	<u>\$19,563,000</u>
Value after Tax Phase-In expires	<u>\$72,420</u>	<u>\$4,289,000</u>	<u>\$19,563,000</u>

**PERMANENT EMPLOYMENT INFORMATION**

Will this project create or retain a minimum of 10 jobs at an average base salary of \$33,000/year, or higher, including benefits throughout the tax phase-in process? (yes/no) YES

Estimated number of jobs to be created	Total	Washington County Residents	Out of County Residents
Upon opening	15	13	2
2 years after opening	15	13	2
End of tax phase-in	15	13	2

Estimated number of jobs to be retained* (Please provide narrative)	Total	Washington County Residents	Out of County Residents
Upon opening			
2 years after opening			
End of tax phase-in			

**CHECK LIST FOR APPLICATION FOR TAX PHASE-IN**

All applicants for tax incentives should provide the following:

	ATTACHED	NOT APPLICABLE
(a) A description of waste and by-products, including any air or water pollution generated by the business.	_____	X _____
(b) A drawing showing location of the property, all roadways within 500 feet, current land uses and zoning within 500 feet and a complete metes and bounds description if the property is not platted.	YES _____	_____
(c) Itemized estimated cost of the real property and improvements proposed.	YES _____	_____
(d) A description of financing methods and projected time when costs or obligations are to be incurred.	YES _____	_____
(e) The amount and duration of any tax phase-in requested.	YES _____	_____
(f) Any other incentives requested.	YES _____	_____
(g) A description of reason for requesting incentives.	YES _____	_____
(h) Impact on the project scope and/or location of the project if incentives are not granted.	YES _____	_____
(i) Description of tax phase-in requested or to be requested from other applicable taxing entities.	YES _____	_____
(j) Details of job types and number employed in each.	YES _____	_____
(k) Wages and benefits per job type.	YES _____	_____
(l) Schedule of job creation/retention during the tax phase-in period.	YES _____	_____
(m) Estimated number and type of employees to be hired/retained from the local labor force.	YES _____	_____
(n) Estimated number and type of employees that will be relocated into the local area.	YES _____	_____
(o) Projected total payroll.	YES _____	_____
(p) Projected utility volume: electricity, natural gas and water.	YES _____	_____
(q) Projected Annual Sales tax.	YES _____	_____
(r) Projected goods and services purchased from local vendors.	YES _____	_____
(s) Description of utility lines and other infrastructure requirement by the City and by the Project.	_____	X _____

---

**ADDITIONAL PROJECT INFORMATION**

- (a) Not applicable
- (b) Location drawings attached
- |                |                           |
|----------------|---------------------------|
| (c) Land       | \$0.00                    |
| Building Cost  | \$0.00                    |
| Equipment cost | <u>\$2,100,000.00</u>     |
| <br>Total      | <br><u>\$2,100,000.00</u> |
- (d) The equipment will be financed from an equipment credit line with a major financial institution.
- (e) Tax phase-in is requested for five years as presented in the tax abatement schedule.
- (f) None
- (g) The incentives will facilitate the expansion of MIC's Brenham West location which will increase the Company's employment in the County.
- (h) The Company also has locations in Houston, Oklahoma, Mexico and Malaysia. If the incentives are not provided, it makes the expansion in Brenham less feasible versus the other locations.
- (i) Requesting tax phase in from the City of Brenham and Washington County.
- (j) Machinist – 12, Quality Inspectors – 2, Office Support Personnel – 1
- (k) Machinist - \$50,000, Quality Inspectors - \$40,000, Office Support - \$35,000
- (l) The jobs will be created once the equipment is installed and operational. Fifty percent (50%) of the equipment expansion will occur in early 2013 and the remaining fifty percent (50%) in the middle to late 2013. This should result in 8-10 jobs by March 2013 and the remaining jobs by the end of 2013.
- (m) The local labor force will always take priority, however, due to machinist shortages in the area, we estimate that 87% will be local and 13% out of the area.
- (n) No employees will be relocated to the area
- (o) \$715,000
- (p) We anticipate the equipment to use 50,000 kwh per year
- (q) \$33,000
- (r) \$400,000
- (s) Not applicable

## **Our History**

With its global headquarters located in Brenham, Texas, just outside of Houston, MIC Group has become a leading Master Manufacturer of precision machining, complete turnkey mechanical/electrical assemblies and total Supply Chain Management Services to companies worldwide. But, we didn't start out that way.

MIC Group humbly began in 1963 with a strong entrepreneurial spirit in Houston, Texas. We later moved to Brenham, Texas in 1977 to better serve our clients, and in 1989, we moved a little down the road and settled in to our current global headquarters.

MIC Group was purchased in 1992 by J.B. Poindexter & Co., Inc., which is headquartered in Houston, Texas. MIC Group flourished under the new ownership, and, through growth, strategic acquisitions and that same strong "entrepreneurial spirit", we have become who we are today.

## **Our Management**

MIC Group is lead by an experienced management team that understands our customer's expectations in an ever changing global market place.

- James C. Taylor - President
- Brad Leuschner – Chief Financial Officer
- Roger Atkins – Vice President Sales & Marketing
- Brenda Faram – Human Resources

**Economic Impact Analysis**  
**Proposed Business Expansion, MIC Group, LLC**

**Brenham, Texas**



October 10, 2012

Developed by Community & Economic Development, LCRA

# MIC Group, LLC - - Economic Impact Analysis

## Executive Summary

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The City of Brenham and the Brenham Economic Development Foundation are working with the MIC Group on an expansion project which would create **15 new jobs and bring an additional \$2 million investment** in new equipment to the Brenham economy.

MIC Group is headquartered in Brenham and is a Master Manufacturer engaged in precision machining, contract manufacturing, assembly & testing, and supply chain management solutions. MIC Group began operations in Brenham in 1977 and does business domestically and internationally.

The impacts presented in this report were generated using the IMPLAN econometric model. Employment, operations, and revenue projections were provided by MIC Group. (Information on the IMPLAN model is on the last page of this report.)

### Economic Impacts

1. **The expansion project will generate a total new economic impact of \$5.7 million per year to the Brenham economy.**
2. There will be 15 direct new employees hired by MIC Group. Average salary will be \$48,000 per year; **total direct new payroll: \$720,000/year.**
3. An additional 16.2 indirect or multiplier jobs will be created in the Brenham economy as consequence of MIC expansion. These spin-off jobs will have a projected payroll of \$467,189/year.
4. **Total new employment: 31.2 workers.** Additions to local payroll: (direct + indirect jobs) will be \$1.18 million per year.
5. Five-year AVPT impacts of \$2M in new equipment of **\$217,000.**
6. Additional electric revenues of **\$4,000 per month.**

## Economic Impact Analysis of Expanded MIC Group Operations

### Annual Operational Impacts

Impact Type	Employment	Labor Income	Economic Impact
Direct	15	\$720,000	\$4,000,000
Indirect	16.2	\$467,189	\$1,708,395
<b>TOTAL</b>	<b>31.2</b>	<b>\$1,187,189</b>	<b>\$5,708,395</b>

### Ad Valorem Property Tax Impact

Taxing Entity	Tax Rate	Annual Tax Impact, \$2M	5-Year Tax Impact, \$2M*
City of Brenham	.5432	\$10,864	\$54,320
Washington County	.4408	\$8,816	\$44,080
Blinn College	.0566	\$1,132	\$5,660
Brenham ISD	1.135	\$22,700	\$113,500
<b>TOTAL</b>	<b>2.1756</b>	<b>\$43,512</b>	<b>\$217,560</b>

\* Does not address capital depreciation

### Electric Sales to City of Brenham

MIC Group estimates that its expanded operations will result in an additional \$4,000 per month in increased electric usage

## The IMPLAN Econometric Model

The 3.0 version of the IMPLAN econometric modeling tool was utilized to develop this report. IMPLAN is an input-output model which was originally developed by the University of Minnesota in 1987, and is now privately owned by MIG Incorporated.

The IMPLAN model is widely used by the federal government, state governments, and economic development organizations to analyze dynamic economic impacts and multiplier effects of specific business activities within a defined geographic area, in this case Washington County.

IMPLAN is a theoretical model with predictive accuracy dependent on quality of data and assumptions built into individual models. It captures not only direct impacts from primary business activity, but also indirect business activity attributable to primary businesses including indirect employment, investment and consumer spending multipliers.

## Glossary of IMPLAN Terminology

**Direct Effects** - - changes to employment, income or output that take place in the industry sector being immediately or directly impacted

**Indirect Effects** - - changes in employment, income or output in supplier industries that provide goods and services to primary or direct employers. Changes in household income and spending due to increases in direct and indirect impacts are also included in indirect effects

**Labor Income** - - the total amount of all forms of employment income including wages, salaries, and benefits

**Output** - - or Economic Impact is the total change to the economic study area as a result of a defined economic event. Also, the sum total of direct, indirect, and induced effects, usually expressed as “total economic impact”



**Property Legal Description**  
(7.170 acres)

All that certain tract or parcel of land, lying and being situated in the City of Brenham, Washington County, Texas, part of the Philip Coe Survey, A-31, being a resurvey of the same land described in the following deeds: 5.000 acres in the deed from Roy W. Rueter, et ux, to Magnetic Instruments Corp., dated June 5, 1992, as recorded in Volume 672, Page 619, in the Official Records of Washington County, Texas, 1.0835 acres in the deed from Craig W. Gaskamp, et ux, to Magnetic Instruments Corp., dated October 18, 1989, as recorded in Volume 614, Page 692, in the Official Records of Washington County, Texas, and 1.0835 acres in the deed from The Brenham Industrial Foundation, Inc. to Magnetic Instruments Corp., date May 11, 1990, as recorded in Volume 628, Page 203, in said Official Records of Washington County, Texas.

# Overview of the Tax Phase-In Incentive

Based on Policies in the City of Brenham and Washington County, Texas

## Definition:

- Tax Phase-In means the partial, temporary exemption from property taxes, with the purpose of stimulating economic development.
- Only ad valorem property taxes are eligible, and only on certain qualifying property. Brenham Independent School District and Blinn College taxes are to be paid in full at all times.

## Guidelines and Criteria:

- In order to be eligible for tax phase-in, the planned improvement must be an authorized facility, such as a(n):
  - \*Agriculture/Aquaculture facility
  - \*Distribution Center
  - \*Manufacturing facility
  - \*Research facility
- The project must add new value to the tax roll of eligible property.
- Within the first year and throughout the phase-in period, the applicant must maintain or create a minimum of ten (10) jobs at an average base salary of \$33,000/year, or higher, including any benefits.
- **PLEASE NOTE:** A facility is eligible for tax phase-in if it has applied for the incentive before construction begins, and it meets the complete guidelines and criteria under the Tax Phase-In Policy.
- Tax Phase-In may be granted for new or existing facilities.
- Eligible property for tax phase-in may include the value of buildings, structure, fixed machinery and equipment.

- Property that is not eligible for the tax phase-in incentives include:
  - \*land
  - \*animals
  - \*inventories
  - \*supplies
  - \*tools
  - \*furnishings and other forms of moveable personal property
  - \*vehicles
  - \*vessels
  - \*aircraft
  - \*housing or residential property (except for property owners in a Downtown Zone)
  - \*hotels/motels
  - \*fauna
  - \*flora
  - \*retail facilities (except for property owners in a Downtown Zone)
  - \*deferred maintenance investments
  - \*improvements by the generation or transmission of electrical energy not wholly consumer by a new facility or expansion
  - \*any improvements including those to produce, store or distribute natural gas or fluids that are integral to the operation of the facility
  - \*property owned or used by the State of Texas or its political subdivisions or by any organization owned, operated or directed by a political subdivision of the State of Texas.

Application:

- Any present or potential owner of taxable property in the City of Brenham and/or Washington County may request the creation of a Reinvestment Zone and Tax Phase-In Incentive by filing a written request with the Brenham City Manager and/or Washington County Judge.
- After the receipt of the application, the county will make a decision within 90 days. The decision-making process may involve an economic impact study, plus city council and county commissioner's court meetings.
- If accepted, the business receiving tax phase-in will be required to provide a sworn statement and documents, verifying compliance each year. Failure to provide the required documents shall result in termination of the Tax Phase-In agreement.

For further details and confidential assistance, contact:

ECONOMIC DEVELOPMENT FOUNDATION OF BRENHAM  
 314 SOUTH AUSTIN STREET • BRENHAM, TEXAS 77833  
 PHONE: [979] 836 8927 FAX: [979] 836 3563  
 EMAIL: EDF@BRENHAMTEXAS.COM

**EXHIBIT "A"**  
**TAX PHASE-IN INCENTIVE SCHEDULES**

Applicants may receive property Tax Phase-In incentive according to the schedules in Tables 1 and 2, depending on their combination of property value creation and job creation/retention.

**TABLE 1** (earns 50% of incentive)

**1A - Property Improvements by an Existing Local Business**

Level	Amount of Valuation of Eligible Improvements as determined by the Tax Appraisal District:		Percent of property tax to be abated each year									
	From	To	1	2	3	4	5	6	7	8	9	10
1	\$ 150,000	\$1,000,000	45	40	30	20	0	0	0	0	0	0
2	\$1,000,001	\$2,500,000	45	45	40	30	20	0	0	0	0	0
3	\$2,500,001	\$4,000,000	45	45	45	40	30	20	0	0	0	0
4	\$4,000,001	\$5,500,000	45	45	45	45	40	30	20	0	0	0
5	More than	\$5,500,000	45	45	45	45	45	40	30	20	0	0

**1B - Property Improvements by a New Business**

Level	Amount of Valuation of Eligible Improvements as determined by the Tax Appraisal District:		Percent of property tax to be abated each year									
	From	To	1	2	3	4	5	6	7	8	9	10
1	\$ 300,000	\$1,000,000	45	40	30	20	0	0	0	0	0	0
2	\$1,000,001	\$2,500,000	45	45	40	30	20	0	0	0	0	0
3	\$2,500,001	\$4,000,000	45	45	45	40	30	20	0	0	0	0
4	\$4,000,001	\$5,500,000	45	45	45	45	40	30	20	0	0	0
5	More than	\$5,500,000	45	45	45	45	45	40	30	20	0	0

**TABLE 2** (earns 50% of incentive)

**2 - Jobs Created & Retained - by Existing Businesses or New/Relocating Businesses**

Level	The number of new and/or retained full-time employees with an average salary level of \$33,000+/year including benefits averaged during the twelve calendar months prior to the tax assessment date of January 1:		Percent of property tax to be abated each year									
	From	To	1	2	3	4	5	6	7	8	9	10
1	10	19	45	40	30	20	0	0	0	0	0	0
2	20	29	45	45	40	30	20	0	0	0	0	0
3	30	39	45	45	45	40	30	20	0	0	0	0
4	40	49	45	45	45	45	40	30	20	0	0	0
5	50 and more		45	45	45	45	45	40	30	20	0	0

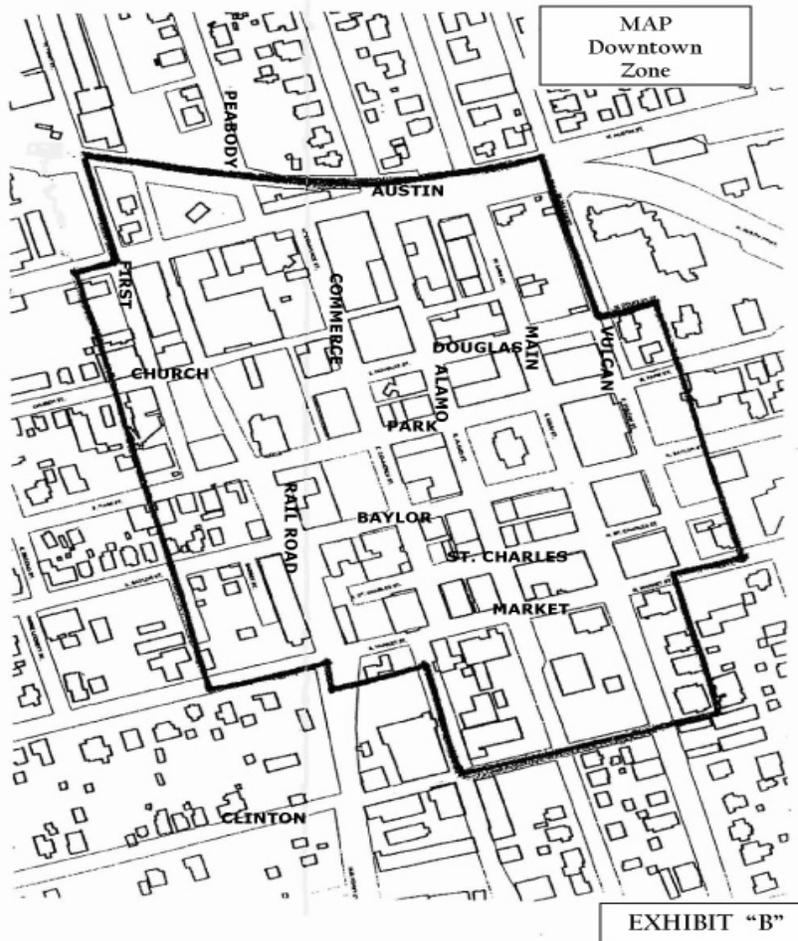
**TABLE 3** Downtown Zone

Amount of valuation of  
downtown reinvestment  
determined by tax appraisal:

Percent of property tax to be abated each year

Valuation	1	2	3	4	5	6	7	8
\$ 50,000 to \$150,000	90	90	90	60	40	20	0	0
\$150,001 to \$250,000	90	90	90	90	60	40	20	0
\$250,001 and beyond	90	90	90	90	90	60	40	20

**EXHIBIT B**  
**MAP OF DOWNTOWN ZONE**



# MIC Tax Phase-In Calculation

<u>Tax Rate:</u>	
City of Brenham	\$0.5432
Washington County	\$0.4426
Blinn College	\$0.0567
Brenham ISD	\$1.1350
<u>Total City/County Tax</u>	<u>\$0.9858</u>
<u>Total Tax</u>	<u>\$2,1775</u>

\*Only City and County tax are available for possible abatement

<b>Amount of Existing Business Investment</b>	<b>\$2,100,000</b>
<b>Amount of New Business Investment</b>	<b>\$0</b>
<b>Number of Jobs</b>	<b>15</b>

**Total Abatement Received**      **\$65,210.67**

	<u>Year</u>										
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>Total</u>
Existing Business Abatement Schedule	\$9,315.81	\$9,315.81	\$8,280.72	\$6,210.54	\$4,140.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,263.24
New Business Abatement Schedule	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Jobs Schedule	\$9,315.81	\$8,280.72	\$6,210.54	\$4,140.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,947.43
<b>Total Abatement</b>	<b>\$18,631.62</b>	<b>\$17,596.53</b>	<b>\$14,491.26</b>	<b>\$10,350.90</b>	<b>\$4,140.36</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$65,210.67</b>
<b>Total Taxes</b>	<b>\$45,727.50</b>	<b>\$45,727.50</b>	<b>\$45,727.50</b>	<b>\$45,727.50</b>	<b>\$45,727.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$228,637.50</b>
<b>Taxes Due</b>	<b>\$27,095.88</b>	<b>\$28,130.97</b>	<b>\$31,236.24</b>	<b>\$35,376.60</b>	<b>\$41,587.14</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$163,426.83</b>



## AGENDA ITEM 9

<b>DATE OF MEETING:</b> November 1, 2012	<b>DATE SUBMITTED:</b> October 29, 2012	
<b>DEPT. OF ORIGIN:</b> Public Utilities	<b>SUBMITTED BY:</b> Lowell Ogle Jr.	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon the Award of a Contract for the Expansion of Water Service Related to the Improvement of Fire Protection at Valmont Industries, Inc. and Authorize the Mayor to Execute Any Necessary Documentation		
<b>SUMMARY STATEMENT:</b> On October 25, 2012 bids were opened by Jones & Carter and City of Brenham staff regarding Valmont water system improvements. These improvements will extend a 12" water main from Industrial Blvd into the Valmont property as well as installing some infrastructure within their property. As a separate part of this project this line will also be extended to Salem Road which will service some customers, create additional feed into the system and extend the new pressure plane.		
Valmont's portion of the base bid is \$267,643.70 plus the supplemental bid for insurance of \$1,500.00. The City of Brenham's portion for Salem road is \$131,892.00.		
Eight bids were received on the project with Kieschnick General Contractors submitting the low bid for:		
<u>Bidder</u>	<u>Base Bid</u>	<u>Supplemental Bid Item</u>
Kieschnick General Contractors	\$399,535.70	\$1,500.00
Mercer Construction Co.	\$457,484.50	\$15,000.00
JSL Construction, LLC	\$467,124.40	\$8,000.00
Civil Constructors, Inc.	\$507,057.80	\$20,000.00
Gin-Spen, Inc.	\$567,863.00	\$7,500.00
Keystone Construction, Inc.	\$641,221.20	\$6,000.00
Greenway Constructors, Inc.	\$651,952.00	\$13,800.00
Supak Construction Co.	\$727,461.40	\$15,000.00
City Staff would like to recommend that council award the base bid and the supplement bid to Kieschnick General Contractors in the amount of \$401,035.70.		

**STAFF ANALYSIS (For Ordinances or Regular Agenda Items):**

**A. PROS:** Bids below cost estimate.

**B. CONS:**

**ALTERNATIVES (In Suggested Order of Staff Preference):**

**ATTACHMENTS:** (1) Notice of Award; (2) Bid Tabulation Sheet; (3) Bid Tabulation; and (4) Recommendation of Award

**FUNDING SOURCE (Where Applicable):** 104-5-164-804.00, reimbursement from Valmont and bond funds.

**RECOMMENDED ACTION:** Award a contract to Kieschnick General Contractor for the expansion of water service related to the improvement of fire protection at Valmont Industries, Inc. in the amount of \$401,035.70 and authorize the Mayor to execute any necessary documentation.

**APPROVALS:** Lowell Ogle Jr.



November 1, 2012

Mr. Dana L. Kieschnick  
President  
Kieschnick General Contractors  
P.O. Box 200  
Wellborn, Texas 77881

Re: NOTICE OF AWARD  
City of Brenham  
Valmont Water System Improvements  
J&C No. B0039-021-00

Dear Mr. Kieschnick:

You are hereby notified that your bid dated October 25, 2012 for the referenced project has been considered. You are the apparent successful bidder and have been awarded a contract for the Total Base Bid (\$399,535.70) plus the Supplemental Bid Item (\$1,500.00) for a total amount of \$401,035.70.

You must deliver to the Engineer, within fifteen (15) days of this Notice of Award, three (3) fully executed sets of contract documents submitted to you by the Engineer. You are required to return acknowledged copies of this Notice to the City of Brenham, P.O. Box 1059, Brenham, Texas 77834-1059 and Jones & Carter, Inc., 1500 South Day Street, Brenham, Texas 77833.

Very truly yours,

Milton Y. Tate, Jr.  
Mayor

**ACKNOWLEDGMENT OF NOTICE**

Receipt of this Notice of Award is hereby acknowledged by Kieschnick General Contractors this the \_\_\_\_ day of \_\_\_\_\_, 2012.

By: \_\_\_\_\_  
Dana L. Kieschnick  
President

**BID TABULATION SHEET**

City of Brenham  
 Valmont Water System Improvements  
 J&C Job No. B0039-021-00

Bids were received in the office of the  
 City of Brenham  
 Time: 2:00 P.M.  
 Date: October 25, 2012

**BIDDERS**

	Kieschnick General Contractors	JSL Construction Firm, LLC	Mercer Construction Co.	Civil Constructors, Inc.	Gin-Spen, Inc.	Keystone Construction, Inc.	Greenway Constructors, Inc.
Total Base Bid	\$399,535.70	\$451,383.40	\$457,484.50	\$507,057.80	\$567,863.00	\$641,221.20	\$654,958.49
Supplemental Bid Item	\$1,500.00	\$8,000.00	\$15,000.00	\$20,000.00	\$7,500.00	\$6,000.00	\$13,800.00
Total Alternate Bid 1	\$507,037.00	No Bid	\$533,874.00	No Bid	No Bid	No Bid	\$654,158.20
Bid Security	✓	✓	✓	✓	✓	✓	✓
Receipt of Addendum 1	✓	✓	✓	✓	✓	✓	✓
Receipt of Addendum 2	✓	✓	✓	✓	✓	✓	✓
Receipt of Addendum 3	✓	✓	✓	✓	✓	✓	✓
	Supak Construction Co.						
Total Base Bid	\$727,461.40						
Supplemental Bid Item	\$15,000.00						
Total Alternate Bid 1	No Bid						
Bid Security	✓						
Receipt of Addendum 1	✓						
Receipt of Addendum 2	✓						
Receipt of Addendum 3	✓						

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 1		BID NO. 2		BID NO. 3		BID NO. 4	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>											
				<b>KIESCHNICK GENERAL CONTRACTORS</b> P.O. BOX 200 WELLSBORO, TX 77881		<b>JSL CONSTRUCTION FIRM, LLC</b> 406 FM 2679 BRENHAM, TX 77833		<b>MERCER CONSTRUCTION COMPANY</b> P.O. BOX 888 EDNA, TX 77957		<b>CIVIL CONSTRUCTORS, INC.</b> 1707 GRAHAM RD. COLLEGE STATION, TX 77845	
1.	<b>BASE BID</b> <b>Valmont</b> Mobilization, including bonds, insurance, move-in, move-out and related work.	L.S.	1	\$15,000.00	\$15,000.00	\$21,000.00	\$21,000.00	\$9,000.00	\$9,000.00	\$20,000.00	\$20,000.00
2.	Storm Water Pollution Prevention Plan, issue and/or post all required notices; pay all required permit fees; perform all required inspections; maintain all required records; install, maintain and remove all necessary erosion control measures; reestablish vegetation on all disturbed areas.	L.S.	1	\$1,500.00	\$1,500.00	\$800.00	\$800.00	\$1,750.00	\$1,750.00	\$9,500.00	\$9,500.00
3.	Site preparation, including erection, maintenance and removal of barricades, signs and traffic control devices; perform all required clearing and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sq.	59.14	\$80.00	\$4,731.20	\$60.00	\$3,548.40	\$150.00	\$8,871.00	\$160.00	\$9,462.40
4.	12" AWWA C-900, Class 150 PVC water line, including tracer wire.	L.F.	3,405	\$30.00	\$102,150.00	\$34.20	\$116,451.00	\$33.15	\$112,875.75	\$35.00	\$119,175.00
5.	12" AWWA C-900, Class 150 PVC water line, including tracer wire, by bore.	L.F.	54	\$75.00	\$4,050.00	\$80.00	\$4,320.00	\$80.00	\$4,320.00	\$83.00	\$4,482.00
6.	12" AWWA C-900, Class 150 PVC water line, including tracer wire, encased in 20" diameter steel casing (0.344" minimum wall thickness) by bore.	L.F.	50	\$185.00	\$9,250.00	\$235.00	\$11,750.00	\$165.00	\$8,250.00	\$190.00	\$9,500.00
7.	8" AWWA C-900, Class 150 PVC water line, including tracer wire.	L.F.	2,175	\$22.00	\$47,850.00	\$27.00	\$58,725.00	\$24.85	\$54,048.75	\$24.00	\$52,200.00
8.	8" AWWA C-900, Class 150 PVC water line, including tracer wire, by bore.	L.F.	230	\$55.00	\$12,650.00	\$55.00	\$12,650.00	\$75.00	\$17,250.00	\$75.00	\$17,250.00
9.	12" gate valve and valve box.	Ea.	6	\$1,750.00	\$10,500.00	\$26.50	\$159.00	\$2,015.00	\$12,090.00	\$1,800.00	\$10,800.00
10.	8" gate valve and valve box.	Ea.	6	\$1,000.00	\$6,000.00	\$1,386.00	\$8,316.00	\$1,135.00	\$6,810.00	\$1,100.00	\$6,600.00
11.	6" gate valve and valve box.	Ea.	2	\$850.00	\$1,700.00	\$1,000.00	\$2,000.00	\$830.00	\$1,660.00	\$800.00	\$1,600.00
12.	2" automatic flush valve assembly.	Ea.	2	\$3,500.00	\$7,000.00	\$3,700.00	\$7,400.00	\$2,500.00	\$5,000.00	\$4,500.00	\$9,000.00
13.	2" air release valve assembly.	Ea.	1	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00	\$1,700.00	\$1,700.00	\$1,800.00	\$1,800.00
14.	6" fire hydrant assembly.	Ea.	4	\$3,100.00	\$12,400.00	\$4,575.00	\$18,300.00	\$3,500.00	\$14,000.00	\$3,500.00	\$14,000.00
15.	Rotate existing 6" fire hydrant.	Ea.	1	\$200.00	\$200.00	\$500.00	\$500.00	\$200.00	\$200.00	\$200.00	\$200.00
16.	Make a wet connection to an existing 8" waterline.	Ea.	1	\$1,250.00	\$1,250.00	\$1,600.00	\$1,600.00	\$1,150.00	\$1,150.00	\$2,300.00	\$2,300.00
17.	Make a wet connection to an existing 6" waterline.	Ea.	4	\$800.00	\$3,200.00	\$1,500.00	\$6,000.00	\$1,050.00	\$4,200.00	\$1,600.00	\$6,400.00
18.	Ductile iron fittings.	Ton	2.541	\$4,500.00	\$11,434.50	\$4,000.00	\$10,164.00	\$6,500.00	\$16,516.50	\$5,000.00	\$12,705.00
19.	One (1) 20' joint of 6" ASTM D2241 SDR 26 PVC sanitary sewer line centered on water line.	Ea.	1	\$750.00	\$750.00	\$1,400.00	\$1,400.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 1		BID NO. 2		BID NO. 3		BID NO. 4	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>											
				BID NO. 1		BID NO. 2		BID NO. 3		BID NO. 4	
				KIESCHNICK GENERAL CONTRACTORS P.O. BOX 200 WELLBORN, TX 77881		JSL CONSTRUCTION FIRM, LLC 406 FM 2679 BRENNHAM, TX 77833		MERCER CONSTRUCTION COMPANY P.O. BOX 888 EDNA, TX 77957		CIVIL CONSTRUCTORS, INC. 1707 GRAHAM RD. COLLEGE STATION, TX 77845	
20.	Repair existing 6" gravel base.	L.F.	10	\$50.00	\$500.00	\$65.00	\$650.00	\$15.00	\$150.00	\$100.00	\$1,000.00
21.	Repair existing 8" cement stabilized base.	L.F.	1,691	\$8.00	\$13,528.00	\$2.40	\$4,058.40	\$26.00	\$43,966.00	\$15.00	\$25,365.00
22.	Repair existing 6" concrete pavement.	L.F.	10	\$50.00	\$500.00	\$105.00	\$1,050.00	\$85.00	\$850.00	\$100.00	\$1,000.00
	Subtotal Valmont (Item Nos. 1-22)				\$267,643.70		\$293,341.80		\$325,658.00		\$334,839.40
23.	<u>Salem Road</u> Mobilization, including bonds, insurance, move-in, move-out and related work.	L.S.	1	\$7,500.00	\$7,500.00	\$7,000.00	\$7,000.00	\$9,000.00	\$9,000.00	\$20,000.00	\$20,000.00
24.	Storm Water Pollution Prevention Plan, issue and/or post all required notices; pay all required permit fees; perform all required inspections; maintain all required records; install, maintain and remove all necessary erosion control measures; reestablish vegetation on all disturbed areas.	L.S.	1	\$1,500.00	\$1,500.00	\$800.00	\$800.00	\$1,750.00	\$1,750.00	\$3,500.00	\$3,500.00
25.	Site preparation, including erection, maintenance and removal of barricades, signs and traffic control devices; perform all required clearing and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sta.	26.80	\$150.00	\$4,020.00	\$60.00	\$1,608.00	\$150.00	\$4,020.00	\$38.00	\$1,018.40
26.	12" AWWA C-900, Class 150 PVC water line, including tracer wire.	L.F.	2,690	\$30.00	\$80,700.00	\$34.20	\$91,998.00	\$25.20	\$67,788.00	\$35.00	\$94,150.00
27.	12" gate valve and valve box.	Ea.	3	\$1,750.00	\$5,250.00	\$2,650.00	\$7,950.00	\$2,015.00	\$6,045.00	\$1,800.00	\$5,400.00
28.	10" gate valve and valve box.	Ea.	1	\$1,500.00	\$1,500.00	\$2,240.00	\$2,240.00	\$1,670.00	\$1,670.00	\$1,600.00	\$1,600.00
29.	6" pressure reducing/sustaining valve assembly.	Ea.	1	\$5,000.00	\$5,000.00	\$13,400.00	\$13,400.00	\$11,500.00	\$11,500.00	\$14,000.00	\$14,000.00
30.	Remove and salvage existing 10" check valve assembly and 2" automatic flush valve.	Ea.	1	\$1,500.00	\$1,500.00	\$1,300.00	\$1,300.00	\$450.00	\$450.00	\$1,000.00	\$1,000.00
31.	6" fire hydrant assembly.	Ea.	4	\$3,000.00	\$12,000.00	\$4,575.00	\$18,300.00	\$3,500.00	\$14,000.00	\$3,500.00	\$14,000.00
32.	Make a wet connection to an existing 10" waterline.	Ea.	4	\$1,500.00	\$6,000.00	\$1,825.00	\$7,300.00	\$1,200.00	\$4,800.00	\$2,200.00	\$8,800.00
33.	Ductile iron fittings.	Ton	0.883	\$4,000.00	\$3,532.00	\$4,000.00	\$3,532.00	\$6,500.00	\$5,739.50	\$5,000.00	\$4,415.00
34.	1" long polyethylene water service line by bore, including connection to existing water main line and meter.	Ea.	2	\$1,250.00	\$2,500.00	\$1,200.00	\$2,400.00	\$1,375.00	\$2,750.00	\$1,500.00	\$3,000.00
35.	Repair existing 8" cement stabilized base.	L.F.	89	\$10.00	\$890.00	\$2.40	\$213.60	\$26.00	\$2,314.00	\$15.00	\$1,335.00
	Subtotal Salem Road (Item Nos. 23-35)				\$131,892.00		\$158,041.60		\$131,826.50		\$172,218.40
	Total Base Bid (Item Nos. 1-35)				\$399,535.70		\$451,383.40		\$457,484.50		\$507,057.80

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 1		BID NO. 2		BID NO. 3		BID NO. 4	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>											
<b>SUPPLEMENTAL BID ITEM</b>				KIESCHICK GENERAL CONTRACTORS P.O. BOX 200 WELLBORN, TX 77881		JSL CONSTRUCTION FIRM, LLC 406 FM 2679 BRENNHAM, TX 77833		MERCER CONSTRUCTION COMPANY P.O. BOX 888 EDNA, TX 77957		CIVIL CONSTRUCTORS, INC. 1707 GRAHAM RD. COLLEGE STATION, TX 77845	
S1.	Increase insurance coverage to include a general liability limit of \$2,000,000 per occurrence and a \$4,000,000 aggregate and an excess umbrella liability minimum of \$5,000,000, each occurrence, aggregate.	L.S.	1	\$1,500.00	\$1,500.00	\$8,000.00	\$8,000.00	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00
<b>ALTERNATE BID NO. 1</b>											
<b>Valmont</b>											
A1.	Mobilization, including bonds, insurance, move-in, move-out and related work.	L.S.	1	\$15,000.00	\$15,000.00			\$9,800.00	\$9,800.00		
A2.	Storm Water Pollution Prevention Plan, issue and/or post all required notices; pay all required permit fees; perform all required inspections; maintain all required records; install, maintain and remove all necessary erosion control measures; reestablish vegetation on all disturbed areas.	L.S.	1	\$3,500.00	\$3,500.00			\$1,750.00	\$1,750.00		
A3.	Site preparation, including erection, maintenance and removal of barricades, signs and traffic control devices; perform all required cleaning and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sta.	59.14	\$100.00	\$5,914.00			\$150.00	\$8,871.00		
A4.	14" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire.	L.F.	3,405	\$36.00	\$122,580.00			\$37.00	\$125,985.00		
A5.	14" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire, by bore.	L.F.	54	\$85.00	\$4,590.00			\$85.00	\$4,590.00		
A6.	14" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire, encased in 20" diameter steel casing (0.344" minimum wall thickness) by bore.	L.F.	50	\$200.00	\$10,000.00			\$170.00	\$8,500.00		
A7.	10" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire.	L.F.	2,175	\$34.00	\$73,950.00			\$29.00	\$63,075.00		
A8.	10" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire, by bore.	L.F.	230	\$65.00	\$14,950.00			\$80.00	\$18,400.00		
A9.	14" HDPE DR 11 tee.	Ea.	3	\$425.00	\$1,275.00			\$480.00	\$1,440.00		
A10.	14" x 10" HDPE DR 11 tee.	Ea.	3	\$650.00	\$1,950.00			\$710.00	\$2,130.00		
A11.	14" HDPE DR 11 90 degree bend.	Pa.	2	\$300.00	\$600.00			\$385.00	\$770.00		
A12.	14" HDPE DR 11 45 degree bend.	Ea.	5	\$220.00	\$1,100.00			\$320.00	\$1,600.00		
A13.	14" HDPE DR 11 22.5 degree bend.	Ea.	1	\$175.00	\$175.00			\$320.00	\$320.00		
A14.	14" x 10" HDPE DR 11 reducer.	Ea.	2	\$275.00	\$550.00			\$350.00	\$700.00		



**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-489

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 1		BID NO. 2		BID NO. 3		BID NO. 4	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>											
				<b>KIESCHNICK GENERAL CONTRACTORS</b> <b>P.O. BOX 200</b> <b>WELLBORN, TX 77881</b>		<b>JSL CONSTRUCTION FIRM, LLC</b> <b>406 FM 2679</b> <b>BRENHAM, TX 77833</b>		<b>MERCER CONSTRUCTION COMPANY</b> <b>P.O. BOX 888</b> <b>EDNA, TX 77957</b>		<b>CIVIL CONSTRUCTORS, INC.</b> <b>1707 GRAHAM RD.</b> <b>COLLEGE STATION, TX 77845</b>	
A36.	Site preparation, including erosion, maintenance and removal of barricades, signs and traffic control devices; perform all required clearing and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sq.	26.80	\$150.00	\$4,020.00			\$150.00	\$4,020.00		
A37.	14" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire.	L.F.	2,690	\$36.00	\$96,840.00			\$29.20	\$78,548.00		
A38.	14" HDPE DR 11 tee.	Ea.	2	\$425.00	\$850.00			\$480.00	\$960.00		
A39.	14" HDPE DR 11 22.5 degree bend.	Ea.	5	\$175.00	\$875.00			\$320.00	\$1,600.00		
A40.	14" HDPE DR 11 plug.	Ea.	1	\$175.00	\$175.00			\$350.00	\$350.00		
A41.	10" HDPE DR 11 tee, including transition fittings to connect to existing 10" AC water line.	Ea.	1	\$500.00	\$500.00			\$2,400.00	\$2,400.00		
A42.	14" x 10" HDPE DR 11 reducer.	Ea.	2	\$275.00	\$550.00			\$350.00	\$700.00		
A43.	14" gate valve and valve box.	Ea.	3	\$5,500.00	\$16,500.00			\$5,875.00	\$17,625.00		
A44.	10" gate valve and valve box.	Ea.	1	\$1,600.00	\$1,600.00			\$1,850.00	\$1,850.00		
A45.	6" pressure reducing/C18(sustaining valve assembly.	Ea.	1	\$5,000.00	\$5,000.00			\$11,500.00	\$11,500.00		
A46.	Remove and salvage existing 10" check valve assembly and 2" automatic flush valve.	Ea.	1	\$1,500.00	\$1,500.00			\$450.00	\$450.00		
A47.	6" fire hydrant assembly.	Ea.	4	\$3,200.00	\$12,800.00			\$3,800.00	\$15,200.00		
A48.	Make a wet connection to an existing 10" waterline.	Ea.	4	\$1,500.00	\$6,000.00			\$1,250.00	\$5,000.00		
A49.	1" long polyethylene water service line by bore, including connection to existing water main line and meter.	Ea.	2	\$1,250.00	\$2,500.00			\$1,500.00	\$3,000.00		
A50.	Repair existing 8" cement stabilized base.	L.F.	89	\$10.00	\$890.00			\$26.00	\$2,314.00		
Subtotal Salem Road (Item Nos. A34-A50)					\$159,600.00				\$157,067.00		
Total Alternate Bid No. 1 (A1-A50)					\$507,037.00				\$533,874.00		

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 5		BID NO. 6		BID NO. 7		BID NO. 8	
				PRICE	TOTAL AMOUNT	PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
	<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>										
	<b>BASE BID</b>										
	<b>Valmont</b>										
1.	Mobilization, including bonds, insurance, move-in, move-out and related work.	L.S.	1	\$39,000.00	\$39,000.00	\$23,100.00	\$23,100.00	\$11,500.00	\$11,500.00	\$15,000.00	\$15,000.00
2.	Storm Water Pollution Prevention Plan, issue and/or post all required notices; pay all required permit fees; perform all required inspections; maintain all required records; install, maintain and remove all necessary erosion control measures; reestablish vegetation on all disturbed areas.	L.S.	1	\$20,000.00	\$20,000.00	\$10,900.00	\$10,900.00	\$5,750.00	\$5,750.00	\$4,750.00	\$4,750.00
3.	Site preparation, including erection, maintenance and removal of barricades, signs and traffic control devices; perform all required clearing and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sqa.	59.14	\$375.00	\$22,177.50	\$250.00	\$14,785.00	\$230.00	\$13,602.20	\$63.41	\$3,750.00
4.	12" AWWA C-900, Class 150 PVC water line, including tracer wire.	L.F.	3,405	\$28.50	\$97,042.50	\$42.00	\$143,010.00	\$35.00	\$119,175.00	\$58.50	\$199,192.50
5.	12" AWWA C-900, Class 150 PVC water line, including tracer wire, by bore.	L.F.	54	\$100.00	\$5,400.00	\$250.00	\$13,500.00	\$60.00	\$3,240.00	\$107.50	\$5,805.00
6.	12" AWWA C-900, Class 150 PVC water line, including tracer wire, encased in 20" diameter steel casing (0.344" minimum wall thickness) by bore.	L.F.	50	\$250.00	\$12,500.00	\$350.00	\$17,500.00	\$208.00	\$10,400.00	\$127.50	\$6,375.00
7.	8" AWWA C-900, Class 150 PVC water line, including tracer wire.	L.F.	2,175	\$20.00	\$43,500.00	\$30.00	\$65,250.00	\$24.00	\$52,200.00	\$48.50	\$105,487.50
8.	8" AWWA C-900, Class 150 PVC water line, including tracer wire, by bore.	L.F.	230	\$93.00	\$21,390.00	\$160.00	\$36,800.00	\$36.00	\$8,280.00	\$88.50	\$20,355.00
9.	12" gate valve and valve box.	Ea.	6	\$1,900.00	\$11,400.00	\$2,500.00	\$15,000.00	\$2,328.00	\$13,968.00	\$2,650.00	\$15,900.00
10.	8" gate valve and valve box.	Ea.	6	\$1,130.00	\$6,780.00	\$1,600.00	\$9,600.00	\$1,339.00	\$8,034.00	\$1,500.00	\$9,000.00
11.	6" gate valve and valve box.	Ea.	2	\$800.00	\$1,600.00	\$950.00	\$1,900.00	\$956.00	\$1,912.00	\$850.00	\$1,700.00
12.	2" automatic flush valve assembly.	Ea.	2	\$5,000.00	\$10,000.00	\$4,600.00	\$9,200.00	\$4,172.00	\$8,344.00	\$4,850.00	\$9,700.00
13.	2" air release valve assembly.	Ea.	1	\$2,900.00	\$2,900.00	\$3,600.00	\$3,600.00	\$2,300.00	\$2,300.00	\$3,250.00	\$3,250.00
14.	6" fire hydrant assembly.	Ea.	4	\$3,500.00	\$14,000.00	\$4,500.00	\$18,000.00	\$4,255.00	\$17,020.00	\$3,850.00	\$15,400.00
15.	Rotate existing 6" fire hydrant.	Ea.	1	\$300.00	\$300.00	\$1,500.00	\$1,500.00	\$288.00	\$288.00	\$850.00	\$850.00
16.	Make a wet connection to an existing 8" waterline.	Ea.	1	\$1,800.00	\$1,800.00	\$3,200.00	\$3,200.00	\$1,725.00	\$1,725.00	\$3,750.00	\$3,750.00
17.	Make a wet connection to an existing 6" waterline.	Ea.	4	\$1,700.00	\$6,800.00	\$3,000.00	\$12,000.00	\$1,725.00	\$6,900.00	\$3,250.00	\$13,000.00
18.	Ductile iron fittings.	Ton	2.541	\$5,000.00	\$12,705.00	\$9,800.00	\$24,901.80	\$3,565.00	\$9,058.67	\$4,850.00	\$12,323.85
19.	One (1) 20" joint of 6" ASTM D2241 SDR 26 PVC sanitary sewer line centered on water line.	Ea.	1	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$575.00	\$575.00	\$2,250.00	\$2,250.00

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 5			BID NO. 6			BID NO. 7			BID NO. 8		
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>															
				<b>BID NO. 5</b>			<b>BID NO. 6</b>			<b>BID NO. 7</b>			<b>BID NO. 8</b>		
				GIN-SPEN, INC. 1317 CR 920A CROWLEY, TX 76036			KEYSTONE CONSTRUCTION, INC. P.O. BOX 90398 AUSTIN, TX 78709			GREENWAY CONSTRUCTORS, INC. P.O. BOX 11184 COLLEGE STATION, TX 77842			SUPAK CONSTRUCTION, INC. P.O. BOX 325 ORCHARD, TX 77464		
20.	Repair existing 6" gravel base.	L.F.	10	\$30.00	\$300.00	\$13.00	\$130.00	\$23.00	\$230.00	\$25.00	\$250.00	\$25.00	\$250.00		
21.	Repair existing 8" cement stabilized base.	L.F.	1,691	\$30.00	\$50,730.00	\$9.00	\$15,219.00	\$18.00	\$30,438.00	\$27.50	\$46,502.50	\$27.50	\$46,502.50		
22.	Repair existing 6" concrete pavement.	L.F.	10	\$180.00	\$1,800.00	\$100.00	\$1,000.00	\$46.00	\$460.00	\$67.50	\$675.00	\$67.50	\$675.00		
	Subtotal Valmont (Item Nos. 1-22)				\$384,625.00		\$441,295.80		\$325,399.87		\$495,266.35		\$495,266.35		
<b>Salem Road</b>															
23.	Mobilization, including bonds, insurance, move-in, move-out and related work.	L.S.	1	\$20,000.00	\$20,000.00	\$17,500.00	\$17,500.00	\$3,450.00	\$3,450.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00		
24.	Storm Water Pollution Prevention Plan, issue and/or post all required notices; pay all required permit fees; perform all required inspections; maintain all required records; install, maintain and remove all necessary erosion control measures; reestablish vegetation on all disturbed areas.	L.S.	1	\$11,000.00	\$11,000.00	\$6,150.00	\$6,150.00	\$3,450.00	\$3,450.00	\$4,750.00	\$4,750.00	\$4,750.00	\$4,750.00		
25.	Site preparation, including erection, maintenance and removal of barricades, signs and traffic control devices; perform all required clearing and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sq.	26.80	\$160.00	\$4,288.00	\$180.00	\$4,824.00	\$230.00	\$6,164.00	\$139.93	\$3,750.00	\$139.93	\$3,750.00		
26.	12" AWWA C-900, Class 150 PVC water line, including tracer wire.	L.F.	2,690	\$28.50	\$76,665.00	\$37.00	\$99,530.00	\$35.00	\$94,150.00	\$58.50	\$157,365.00	\$58.50	\$157,365.00		
27.	12" gtt valve and valve box.	Ea.	3	\$1,900.00	\$5,700.00	\$2,600.00	\$7,800.00	\$2,328.00	\$6,984.00	\$2,650.00	\$7,950.00	\$2,650.00	\$7,950.00		
28.	10" gtt valve and valve box.	Ea.	1	\$1,600.00	\$1,600.00	\$2,100.00	\$2,100.00	\$2,300.00	\$2,300.00	\$2,460.00	\$2,460.00	\$2,460.00	\$2,460.00		
29.	6" pressure reducing/sustaining valve assembly.	Ea.	1	\$30,000.00	\$30,000.00	\$13,200.00	\$13,200.00	\$18,242.00	\$18,242.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00		
30.	Remove and salvage existing 10" check valve assembly and 2" automatic flush valve.	Ea.	1	\$900.00	\$900.00	\$1,500.00	\$1,500.00	\$1,150.00	\$1,150.00	\$750.00	\$750.00	\$750.00	\$750.00		
31.	6" fire hydrant assembly.	Ea.	4	\$3,700.00	\$14,800.00	\$4,500.00	\$18,000.00	\$4,255.00	\$17,020.00	\$3,850.00	\$15,400.00	\$3,850.00	\$15,400.00		
32.	Make a wet connection to an existing 10" waterline.	Ea.	4	\$1,900.00	\$7,600.00	\$3,200.00	\$12,800.00	\$1,725.00	\$6,900.00	\$4,250.00	\$17,000.00	\$4,250.00	\$17,000.00		
33.	Ductile iron fittings.	Ton	0.883	\$5,000.00	\$4,415.00	\$9,800.00	\$8,653.40	\$2,875.00	\$2,538.63	\$4,850.00	\$4,282.55	\$4,850.00	\$4,282.55		
34.	1" long polyethylene water service line by bore, including connection to existing water main line and meter.	Ea.	2	\$1,800.00	\$3,600.00	\$3,400.00	\$6,800.00	\$1,725.00	\$3,450.00	\$1,400.00	\$2,800.00	\$1,400.00	\$2,800.00		
35.	Repair existing 8" cement stabilized base.	L.F.	89	\$30.00	\$2,670.00	\$12.00	\$1,068.00	\$1,840.00	\$163,760.00	\$27.50	\$2,447.50	\$27.50	\$2,447.50		
Subtotal Salem Road (Item Nos. 23-35)					\$183,238.00		\$199,925.40		\$329,558.63		\$232,195.05		\$232,195.05		
Total Base Bid (Item Nos. 1-35)					\$567,863.00		\$641,221.20		\$654,958.49		\$727,461.40		\$727,461.40		

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 5		BID NO. 6		BID NO. 7		BID NO. 8	
				PRICE	TOTAL AMOUNT	PRICE	TOTAL AMOUNT	PRICE	TOTAL AMOUNT	PRICE	TOTAL AMOUNT
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>											
S1.	<b>SUPPLEMENTAL BID ITEM</b> Increase insurance coverage to include a general liability limit of \$2,000,000 per occurrence and a \$4,000,000 aggregate and an excess umbrella liability minimum of \$5,000,000, each occurrence, aggregate.	L.S.	1	\$7,500.00	\$7,500.00	\$6,000.00	\$6,000.00	\$13,800.00	\$13,800.00	\$15,000.00	\$15,000.00
<b>ALTERNATE BID NO. 1</b> <b>Valmont</b>											
A1.	Mobilization, including bonds, insurance, move-in, move-out and related work.	L.S.	1					\$11,500.00	\$11,500.00		
A2.	Storm Water Pollution Prevention Plan, issue and/or post all required notices; pay all required permit fees; perform all required inspections; maintain all required records; install, maintain and remove all necessary erosion control measures; reestablish vegetation on all disturbed areas.	L.S.	1					\$5,750.00	\$5,750.00		
A3.	Site preparation, including erection, maintenance and removal of barricades, signs and traffic control devices; perform all required clearing and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sta.	59.14					\$230.00	\$13,602.20		
A4.	14" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire, by bore.	L.F.	3,405					\$43.00	\$146,415.00		
A5.	14" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire, by bore.	L.F.	54					\$69.00	\$3,726.00		
A6.	14" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire, encased in 20" diameter steel casing (0.344" minimum wall thickness) by bore.	L.F.	50					\$220.00	\$11,000.00		
A7.	10" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire.	L.F.	2,175					\$30.00	\$65,250.00		
A8.	10" AWWA C-906, Class 160 HDPE water line (IPS, DR 13.5), including tracer wire, by bore.	L.F.	230					\$44.00	\$10,120.00		
A9.	14" HDPE DR 11 tee.	Ea.	3					\$1,380.00	\$4,140.00		
A10.	14" x 10" HDPE DR 11 tee.	Ea.	3					\$1,150.00	\$3,450.00		
A11.	14" HDPE DR 11 90 degree bend.	Ea.	2					\$863.00	\$1,726.00		
A12.	14" HDPE DR 11 45 degree bend.	Ea.	5					\$863.00	\$4,315.00		
A13.	14" HDPE DR 11 22.5 degree bend.	Ea.	1					\$863.00	\$863.00		
A14.	14" x 10" HDPE DR 11 reducer.	Ea.	2					\$863.00	\$1,726.00		

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 5		BID NO. 6		BID NO. 7		BID NO. 8	
				UNIT PRICE	TOTAL AMOUNT						
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>											
A15.	10" HDPE DR 11 tee.	Ea.	2								
A16.	10" HDPE DR 11 90 degree bend.	Ea.	2								
A17.	10" HDPE DR 11 45 degree bend.	Ea.	3								
A18.	10" HDPE DR 11 plug.	Ea.	3								
A19.	10" x 6" HDPE DR 11 reducer.	Ea.	6								
A20.	6" HDPE DR 11 tee, including transition fittings to connect to existing 6" PVC water line.	Ea.	1								
A21.	14" gate valve and valve box.	Ea.	6								
A22.	10" gate valve and valve box.	Ea.	6								
A23.	6" gate valve and valve box.	Ea.	2								
A24.	2" automatic flush valve assembly.	Ea.	2								
A25.	2" air release valve assembly.	Ea.	1								
A26.	6" fire hydrant assembly.	Ea.	4								
A27.	Rotate existing 6" fire hydrant.	Ea.	1								
A28.	Make a wet connection to an existing 8" waterline.	Ea.	1								
A29.	Make a wet connection to an existing 6" waterline.	Ea.	4								
A30.	One (1) 20' joint of 6" ASTM D2241 SDR 26 PVC sanitary sewer line centered on water line.	Ea.	1								
A31.	Repair existing 6" gravel base.	L.F.	10								
A32.	Repair existing 8" cement stabilized base.	L.F.	1,691								
A33.	Repair existing 6" concrete pavement.	L.F.	10								
Subtotal Valmont (A1-A33)											
<b>Salem Road</b>											
A34.	Mobilization, including bonds, insurance, move-in, move-out and related work.	L.S.	1								
A35.	Storm Water Pollution Prevention Plan, issue and/or post all required notices; pay all required permit fees; perform all required inspections; maintain all required records; install, maintain and remove all necessary erosion control measures; reestablish vegetation on all disturbed areas.	L.S.	1								

**JONES & CARTER, INC.**  
Texas Board of Professional Engineers Registration No. F-439

**BID TABULATION**

ITEM NO.	DESCRIPTION	UNIT	PLAN QUANTITY	BID NO. 5		BID NO. 6		BID NO. 7		BID NO. 8	
				UNIT PRICE	TOTAL AMOUNT						
<b>OWNER: CITY OF BRENHAM</b> <b>PROJECT: VALMONT WATER SYSTEM IMPROVEMENTS</b> <b>DATE: OCTOBER 25, 2012 AT 2:00 P.M.</b> <b>ENGINEER: JONES &amp; CARTER, INC.</b> <b>JOB NO.: B0039-021-00</b>											
A36.	Site preparation, including erosion, maintenance and removal of barricades, signs and traffic control devices; perform all required clearing and grubbing; perform all required demolition; dispose of all cleared and/or demolished materials.	Sq.	26.80								
A37.	14" AWWA C-906, Class 160 HDPE water line (PS, DR, 13.5), including tracer wire.	L.F.	2,690								
A38.	14" HDPE DR 11 tee.	Ea.	2								
A39.	14" HDPE DR 11 22.5 degree bend.	Ea.	5								
A40.	14" HDPE DR 11 plug.	Ea.	1								
A41.	10" HDPE DR 11 tee, including transition fittings to connect to existing 10" AC water line.	Ea.	1								
A42.	14" x 10" HDPE DR 11 reducer.	Ea.	2								
A43.	14" gate valve and valve box.	Ea.	3								
A44.	10" gate valve and valve box.	Ea.	1								
A45.	6" pressure reducing/C186sustaining valve assembly.	Ea.	1								
A46.	Remove and salvage existing 10" check valve assembly and 2" automatic flush valve.	Ea.	1								
A47.	6" fire hydrant assembly.	Ea.	4								
A48.	Make a wet connection to an existing 10" waterline.	Ea.	4								
A49.	1" long polyethylene water service line by bore, including connection to existing water main line and meter.	Ea.	2								
A50.	Repair existing 8" cement stabilized base.	L.F.	89								
Subtotal Salem Road (Item Nos. A34-A50)											
Total Alternate Bid No. 1 (A1-A50)											



Certified True and Correct  
 Jones & Carter, Inc.  
  
 Grant L. Lischka, P.E.  
 Registered Professional Engineer No. 111545  
 Jones & Carter, Inc.  
 TBPE Firm No. F-439

The seal appearing on this document was authorized by Grant L. Lischka, P.E., 111545 on October 25, 2012.

November 1, 2012

The Honorable Milton Y. Tate, Jr.  
Mayor  
City of Brenham  
P.O. Box 1059  
Brenham, Texas 77834-1059

Re: RECOMMENDATION OF AWARD  
City of Brenham  
Valmont Water System Improvements  
J&C No. B0039-021-00

Dear Mayor Tate:

We have examined and tabulated the bids received on October 25, 2012 for the referenced project. The low Total Base Bid (\$399,535.70) plus the Supplemental Bid Item (\$1,500.00) for a total amount of \$401,035.70 was submitted by Kieschnick General Contractors, P.O. Box 200, Wellborn, Texas 77881.

Kieschnick General Contractors is an established contracting firm, which has a history of doing acceptable work and has a successful record in completing comparable utility projects.

In consideration of the above facts, it is our recommendation that a contract for this project be awarded to Kieschnick General Contractors for the Total Base Bid (\$399,535.70) plus the Supplemental Bid Item (\$1,500.00) for a total amount of \$401,035.70.

Respectfully,



Grant L. Lischka, P.E.  
Project Manager

GLL/ebr

P:\PROJECTS\B0039-Brenham\021 Valmont Water Ext\Construction\Letters\ROA.doc



**AGENDA ITEM 10**

<b>DATE OF MEETING:</b> November 1, 2012	<b>DATE SUBMITTED:</b> October 24, 2012	
<b>DEPT. OF ORIGIN:</b> Purchasing Services	<b>SUBMITTED BY:</b> Wende Ragonis	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon the Purchase of a 2012 John Deere 310SK Backhoe with a Bucket Attachment for the City of Brenham’s Sanitation Department from the BuyBoard Local Government Purchasing Cooperative and Authorize the Mayor to Execute Any Necessary Documentation		
<b>SUMMARY STATEMENT:</b> The backhoe is needed by the Sanitation Department with the bucket attachment on the back of the machine for tamping, digging, and removing debris for trailers, etc. The Cost of the backhoe is \$76,500 and will be purchased from the BuyBoard.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
A. PROS:		
B. CONS:		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> None		
<b>FUNDING SOURCE (Where Applicable):</b> Item in FY13 budget. 106-5-043-813.00		
<b>RECOMMENDED ACTION:</b> Approve the purchase of a 2012 John Deere 310SK backhoe with a bucket attachment for the City of Brenham’s Sanitation Department from the BuyBoard Local Government Purchasing Cooperative and authorize the Mayor to sign any necessary documentation.		
<b>APPROVALS:</b> Dane Rau		



## AGENDA ITEM 11

<b>DATE OF MEETING:</b> November 1, 2012	<b>DATE SUBMITTED:</b> October 26, 2012	
<b>DEPT. OF ORIGIN:</b> Public Works	<b>SUBMITTED BY:</b> Dane Rau	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon Bid No. 13-002 for the Annual Contract Relating to Road Base Material for the City of Brenham's Street Department and Authorize the Mayor to Execute Any Necessary Documentation		
<b>SUMMARY STATEMENT:</b> On October 23, 2012 the purchasing department opened bids regarding the annual contract for supplying road base material to City of Brenham. There were four bids sent out with only one of those bids being received on October 23 <sup>rd</sup> .  Due to the lack of bids being received compared to the previous year staff is recommending that council reject Bid #13-002 and re-bid in order to feel more comfortable about the City of Brenham receiving the best value for this product. . In 2011-12 there were 2 bids received on this same product. The bid last year was awarded in the amount of \$16.50/ton compared to this year's bid of \$24.95/ton. We have spoken to one of the previous bidders in which a bid packet was sent and they were unable to locate the bid packet and would like the opportunity to bid on this service. We have also gained additional suppliers of this product and are in hopes that we can bring back to council a competitive bid within the next two months.  Currently, we have enough of this product to last us into the Spring of 2013, but will need to order soon after that.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<p style="margin-left: 40px;">A. <b>PROS:</b> If re-bid we have the ability to gain a better value.</p> <p style="margin-left: 40px;">B. <b>CONS:</b> Only one bid received.</p>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> (1) Bid Information; and (2) Bid Tabulation Sheet		
<b>FUNDING SOURCE (Where Applicable)</b> 101-5-141-315.00		

**RECOMMENDED ACTION:** Reject Bid No. 13-002 for the annual contract relating to road base material for the City of Brenham's Street Department and authorize the Mayor to execute any necessary documentation.

**APPROVALS:** Terry K. Roberts



Bid Information Sheet

October 23, 2012

Bid No. 13-002

For: Annual Contract-Road Base Material

Purchase not to exceed budgeted funds.

Number of bidders sent a bid packet: 4

Number of completed bids returned to Purchasing: 1



**BID TABULATION**

**Annual Contract-Road Base Material  
Bid #13-002**

**ANNUAL CONTRACT-ROAD BASE MATERIAL  
(Crushed Limestone)**

	<b>Superior Crushed Stone</b>
Estimated Tons	10,000
Freight Rate Per Ton	\$19.90
Material Cost Per Ton	\$5.05
Total Cost Per Ton	\$24.95
Total \$ Amount	<b>\$249,500.00</b>



**AGENDA ITEM 12**

<b>DATE OF MEETING:</b> November 1, 2012	<b>DATE SUBMITTED:</b> October 29, 2012	
<b>DEPT. OF ORIGIN:</b> Purchasing Services	<b>SUBMITTED BY:</b> Wende Ragonis	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon the Renewal of the Contract with Callie Korth for Janitorial Services for Multiple City Buildings and Authorize the Mayor to Execute Any Necessary Documentation		
<b>SUMMARY STATEMENT:</b> In November of 2011, the City requested bids for janitorial services for several City facilities. The awarded Bidder was Callie Korth of Brenham. In this bid there is the option for two (2) one (1) year extensions of the agreement. Callie Korth has provided a letter stating that her company is willing to extend the contract for an additional year at the same contract rates. The annual prices are listed below:		
<u>Building</u>	<u>Annual Price</u>	
City Hall	\$39,519.96	
Library	15,476.04	
Police Bldg.	33,279.95	
Fire Station Offices	2,912.04	
Communications	2,080.08	
Aquatic Center	1,999.98	
Purchasing Services asked for feedback from the department directors and supervisors regarding the quality of janitorial services provided by Callie Korth. All feedback was positive and they expressed a desire to continue the contract. Staff recommends that a one (1) year term extension be offered to Callie Korth for janitorial services for the period December 16, 2012 through December 15, 2013.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
A. PROS:		
B. CONS:		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> (1) Letter from Callie Korth		

**FUNDING SOURCE (Where Applicable):**

**RECOMMENDED ACTION:** Exercise a one (1) year term extension on the contract with Callie Korth for janitorial services for multiple city buildings and authorize the Mayor to execute any necessary documentation.

**APPROVALS:** Kyle Dannhaus

Callie Korth  
1200 West Circle  
Brenham, Texas 77833

October 8, 2012

Dear City of Brenham,

I wish to extend my janitorial contract with the City of Brenham through the next year of 2013 at the same contract rate as 2012.

Sincerely,



Callie Korth



### AGENDA ITEM 13

<b>DATE OF MEETING:</b> November 1, 2012	<b>DATE SUBMITTED:</b> October 29, 2012	
<b>DEPT. OF ORIGIN:</b> Administration	<b>SUBMITTED BY:</b> Carolyn D. Miller	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input checked="" type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon a Resolution Authorizing the City Manager to Approve and Execute Certain Purchase Orders, Agreements, Contracts and Related Documents Regarding City Operations up to \$50,000.00		
<b>SUMMARY STATEMENT:</b> The City Charter provides direction to the City regarding powers and duties of city officials. The Mayor typically executes all documents related to actions of the City Council including resolutions, ordinances and contracts requiring City Council action. Under the Charter language for duties of the City Manager, it stipulates that the manager shall “perform such other duties as may be prescribed by this Charter or which may be required of him by ordinance or resolution of the City Council. City policies are silent on the issue of executing contracts or agreements that fall below the bidding threshold of \$50,000. State law previously set the bid limit at \$25,000, however in 2007, the limit was raised to expenditures of more than \$50,000. To ensure there is a clarification of authority on the issue of acting upon matters not requiring formal City Council action and in conformance with the charter language that sets forth the authority for granting approval to the City Manager, the City Council is asked to act upon a Resolution specifically authorizing the City Manager certain contractual authority to a specified level of up to \$50,000.00. All expenditures and contracts above that level would require City Council action which then would also empower the Mayor to execute the necessary paperwork on behalf of the City.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
A. PROS:		
B. CONS:		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> (1) Resolution R-12-019		

**FUNDING SOURCE (Where Applicable):**

**RECOMMENDED ACTION:** Approve Resolution R-12-019 authorizing the City Manager to approve and execute certain purchase orders, agreements, contracts and related documents regarding city operations up to \$50,000.00.

**APPROVALS:** Terry K. Roberts

**RESOLUTION R-12-019**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE AND EXECUTE CERTAIN PURCHASE ORDERS, AGREEMENTS, CONTRACTS AND RELATED DOCUMENTS REGARDING CITY OPERATIONS**

**WHEREAS**, Article IV, Section 2 of the City of Brenham Charter states, in part, that the City Manager shall exercise control and supervision over all departments; and

**WHEREAS**, Article IV, Section 2 of the City of Brenham Charter also states, in part, that the City Manager shall perform such other duties as may be required by resolution of the City Council; and

**WHEREAS**, Section 2-3 of the City of Brenham Code of Ordinances further states that the City Manager’s duties may include duties prescribed from time to time by the City Council; and

**WHEREAS**, the Brenham City Council finds it in the best interest of City efficiency, and within the purview of the City Manager’s powers as outlined above, to authorize the City Manager to approve and execute certain purchase orders, agreements, contracts and other related documents with regard to the routine operations of the City and its departments;

**NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS THAT:**

The City Manager of the City of Brenham is hereby authorized to execute any purchase orders, agreements, contracts and related documents necessary or appropriate for routine City operations; provided however, the City Manager may not commit City funds in an amount greater than \$50,000.00 without prior City Council approval, nor may the City Manager convey an interest in City-owned real property without prior City Council approval.

**RESOLVED** this 1<sup>st</sup> day of November, 2012.

\_\_\_\_\_  
Milton Y. Tate, Jr., Mayor  
City of Brenham, Texas

**ATTEST:**

\_\_\_\_\_  
Jeana Bellinger, City Secretary  
City of Brenham, Texas



**AGENDA ITEM 14**

<b>DATE OF MEETING:</b> November 1, 2012		<b>DATE SUBMITTED:</b> October 26, 2012	
<b>DEPT. OF ORIGIN:</b> Risk Management		<b>SUBMITTED BY:</b> Janie Mehrens	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>	
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING	
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING	
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION	
	<input type="checkbox"/> WORK SESSION		
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon Recommendation for Self-Insured Medical Funding Rates for Calendar Year 2013 for the Group Health Plan Effective January 1, 2013 and Authorize the Mayor to Execute any Necessary Documentation			
<b>SUMMARY STATEMENT:</b> Please see attached memo.			
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>			
A. PROS:			
B. CONS:			
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>			
<b>ATTACHMENTS:</b> (1) Memo; and (2) Approved Group Medical Rates Chart			
<b>FUNDING SOURCE (Where Applicable):</b> Funds are budgeted in each department in FY13 Budget.			
<b>RECOMMENDED ACTION:</b> Approve recommendation for self-insured medical funding rates for calendar year 2013 for the group health plan effective January 1, 2013 and authorize the Mayor to execute any necessary documentation.			
<b>APPROVALS:</b> Terry K. Roberts			



## MEMORANDUM

TO: MAYOR AND COUNCILMEMBERS

CC: TERRY ROBERTS

FROM: JANIE MEHRENS

DATE: OCTOBER 29, 2012

SUBJECT: FUNDING RATES FOR SELF-INSURED GROUP HEALTH PLAN FOR  
CALENDAR YEAR 2013

During the budgeting process for FY 2013, a 10% funding increase for group health plan contributions was included in the budget based on medical trending and claims information available at the time. However, due to less than expected claims experience during the last half of FY12, the City will be able to end the fiscal year with a substantial budget surplus in the Self-Insured Medical Fund.

Although fixed costs are expected to increase because of rising costs for stop-loss coverage premiums, the trending rates for medical and prescription claims is slightly lower than last year.

Because of the more favorable funding and expense climate than we have experienced in recent years, staff is recommending an increase in group medical funding rates of 6.0% as shown on the attached schedule for all categories: Employee, City share, COBRA and Retiree. The 6.0% increase is based on national trending information, rate structure recommendations by Holmes Murphy and Associates and estimated fund expenses.

Although the actual costs for stop loss coverage and anticipated claims costs will not be final until December, it is necessary to approve the funding rates at this council meeting so the rates will be available to employees to make their decisions for dependent coverage during open enrollment which begins November 13, 2012.

The rates would go into effect January 1, 2013.

APPROVED GROUP MEDICAL RATES

RATES EFFECTIVE JANUARY 1, 2012 WITH 11.6% INCREASE

CATEGORY	MO. PREMIUM	CITY SHARE EMPLOYEE	CITY SHARE DEPENDENT	TOTAL CITY SHARE	EMPLOYEE SHARE	BIWEEKLY RATE	INCREASE PER MONTH EMPLOYEE	INCREASE PER MONTH CITY
EMP ONLY	\$ 551.60	\$ 523.88		\$ 523.88	\$ 27.72	\$ 13.86	\$ 2.88	\$ 54.47
EMP & SP	\$ 1,068.86	\$ 523.88	\$ 303.99	\$ 827.86	\$ 241.00	\$ 120.50	\$ 25.05	\$ 86.05
EMP & CHILD	\$ 933.60	\$ 523.88	\$ 223.68	\$ 747.56	\$ 186.04	\$ 93.02	\$ 19.35	\$ 77.70
EMP & FAM	\$ 1,452.78	\$ 523.88	\$ 529.58	\$ 1,053.46	\$ 399.32	\$ 199.66	\$ 41.52	\$ 109.49

COBRA RATES		2% ADMIN FEE	TOTAL
EMP ONLY	\$ 551.60	\$ 11.03	\$562.63
EMP & SP	\$ 1,068.86	\$ 21.38	\$1,090.24
EMP & CHILD	\$ 933.60	\$ 18.67	\$952.27
EMP & FAM	\$ 1,452.78	\$ 29.06	\$1,481.83

RETIREE RATES	
EMP ONLY	\$ 523.88
EMP & SP	\$ 1,068.86
EMP & CHILD	\$ 933.60
EMP & FAM	\$ 1,452.78

PROPOSED GROUP MEDICAL RATES

RATES EFFECTIVE JANUARY 1, 2013 WITH 6% INCREASE

CATEGORY	MO. PREMIUM	CITY SHARE EMPLOYEE	CITY SHARE DEPENDENT	TOTAL CITY SHARE	EMPLOYEE SHARE	BIWEEKLY RATE	INCREASE PER MONTH EMPLOYEE	INCREASE PER MONTH CITY	# UNITS	ANNUAL INCREASE
EMP ONLY	\$ 584.70	\$ 555.32		\$ 555.32	\$ 29.38	\$ 14.69	\$ 1.66	\$ 31.44	103	\$ 2,056
EMP & SP	\$ 1,132.99	\$ 555.32	\$ 322.21	\$ 877.53	\$ 255.46	\$ 127.73	\$ 14.46	\$ 49.67	21	\$ 3,644
EMP & CHILD	\$ 989.62	\$ 555.32	\$ 237.10	\$ 792.42	\$ 197.20	\$ 98.60	\$ 11.16	\$ 44.86	43	\$ 5,759
EMP & FAM	\$ 1,539.95	\$ 555.32	\$ 561.35	\$ 1,116.67	\$ 423.28	\$ 211.64	\$ 23.96	\$ 63.21	40	\$ 11,501
									207	\$ 22,959
										\$ 104,862

COBRA RATES		2% ADMIN FEE	TOTAL
EMP ONLY	\$ 584.70	\$ 11.69	\$ 596.39
EMP & SP	\$ 1,132.99	\$ 22.66	\$ 1,155.65
EMP & CHILD	\$ 989.62	\$ 19.79	\$ 1,009.41
EMP & FAM	\$ 1,539.95	\$ 30.80	\$ 1,570.75

RETIREE RATES	
EMP ONLY	\$ 555.32
EMP & SP	\$ 1,132.99
EMP & CHILD	\$ 989.62
EMP & FAM	\$ 1,539.95



**AGENDA ITEM 15**

<b>DATE OF MEETING:</b> November 1, 2012		<b>DATE SUBMITTED:</b> October 22, 2012	
<b>DEPT. OF ORIGIN:</b> Administration		<b>SUBMITTED BY:</b> Jeana Bellinger	
<b>MEETING TYPE:</b>		<b>CLASSIFICATION:</b>	
<input checked="" type="checkbox"/> REGULAR		<input type="checkbox"/> PUBLIC HEARING	
<input type="checkbox"/> SPECIAL		<input type="checkbox"/> CONSENT	
<input type="checkbox"/> EXECUTIVE SESSION		<input checked="" type="checkbox"/> REGULAR	
		<input type="checkbox"/> WORK SESSION	
<b>ORDINANCE:</b>			
<input type="checkbox"/> 1 <sup>ST</sup> READING			
<input type="checkbox"/> 2 <sup>ND</sup> READING			
<input type="checkbox"/> RESOLUTION			
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon the Re-Appointment of Various City of Brenham Advisory Board and/or Committee Members Whose Membership Terms were Extended by the City Council in 2011			
<b>SUMMARY STATEMENT:</b> See attached memo.			
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>			
A. PROS:			
B. CONS:			
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>			
<b>ATTACHMENTS:</b> (1) Memo from City Secretary			
<b>FUNDING SOURCE (Where Applicable):</b> N/A			
<b>RECOMMENDED ACTION:</b> Approve the reappointments of several board/committee members, as presented by the City Secretary, whose membership terms were extended by the City Council in 2011.			
<b>APPROVALS:</b> Terry K. Roberts			



To: Mayor & Council  
From: Jeana Bellinger  
Subject: Board Member Re-Appointments  
Date: October 22, 2012

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In December 2001, the City Council adopted Ordinance O-11-026 providing for the evaluation of the organizational structure, operations and best practices of all City of Brenham advisory boards and commissions. The Ordinance also allowed for persons currently serving as a member of a City of Brenham board or commission to continue in their respective positions until each board could be evaluated and a successor duly appointed and qualified.

Since December, the Council has approved a new board policy that enacted staggered, three-year terms for all boards except those boards whose terms are specifically mandated by state statute. The advisory boards with terms mandated by state statute are:

- Brenham Community Development Corporation (BCDC)
- Board of Adjustments
- Building Standards Commission
- Planning & Zoning Commission

Since there was no change to the term limits of these boards, I am asking that Council re-appoint the members that were asked to “hold-over” in 2011. Most of the members have submitted a “Request for Re-Appointment Form” and have asked to be reappointed for another term. There are a handful of members that have not submitted the reappointment form because they do not want to continue serving.

The board members that **ARE** seeking reappointment include:

- Brenham Community Development Corporation (BCDC) – 2 year term, expiring in December, 2013:
  - Atwood Kenjura
  - Darrell Blum
  - David Cone
  - Charles Moser
  
- Board of Adjustment – 2 year term, expiring in December, 2013:
  - Malisa Hampton
  - Arlen Thielemann
  
- Building Standards Commission – 2 year term, expiring in December, 2013:
  - Walt Edmonds
  - Stoney Lacina
  - Darron Smith
  
- Planning & Zoning Commission – 2 year term, expiring in December, 2013:
  - Nancy Low

Please note that the members below that are **NOT** seeking reappointment have agreed to continue to serve until their successors are appointed in December:

- Planning & Zoning Commission:
  - Joe Al Picone
  - Dennis Mahlmann

If you have any questions about any of this, please don't hesitate to give me a call.