



## **CITY OF BRADY COUNCIL AGENDA REGULAR CITY COUNCIL MEETING FEBRUARY 16, 2016 AT 6:00 PM**

NOTICE is hereby given of a meeting of the City Council of City of Brady, McCulloch County, State of Texas, to be held at 6:00pm on February 16, 2016, at the City of Brady Service Center, located at 1405 N. Bridge Street, Brady, Texas, for the purpose of considering the following items. The City Council of the City of Brady, Texas, reserves the right to meet in closed session on any of the items listed below should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551. of the Texas Government Code.

Tony Groves  
Mayor

Latricia Doyal  
Mayor Pro Tem, Place 5

Kathy Gloria  
Council Member, Place 1

Shelly Perkins  
Council Member, Place 2

Marilyn Gendusa  
Council Member, Place 3

Jack Turk  
Council Member, Place 4

Kim Lenoir  
City Manager

Shannon Kackley  
City Attorney

Tina Keys  
City Secretary

Platinum  
Level



Texas Comptroller  
Leadership Circle

### **1. CALL TO ORDER, ROLL CALL & CERTIFICATION OF A QUORUM**

### **2. INVOCATION & PLEDGE OF ALLEGIANCE**

### **3. APPROVAL OF AUDIT BOARD**

### **4. APPROVAL OF MINUTES – February 2 and 10, 2016**

### **5. PUBLIC COMMENTS: Reserved for items NOT listed on the agenda**

**Please limit individual public comments to three (3) minutes.** In accordance with TX AG opinion, any public comment addressing items not on the agenda, will only be heard by the City Council. No formal action, deliberation, discussion, or comment will be made by City Council. State Law prohibits any deliberation of or decisions regarding items presented in public comments. City Council may only make a statement of specific factual information given in response to the inquiry; recite an existing policy; or request staff to place the item on an agenda for a subsequent meeting.

### **6. PRESENTATIONS AND PUBLIC HEARINGS**

- A. Introductions of Staff – Assistant Airport Manager, Lisa Perry; Code Compliance Officer, Ronnie Roberts**

### **7. INDIVIDUAL CONCERNS**

- A. Discussion, consideration, and possible action on award of bid to Archer Western Construction, LLC in the amount of \$412,100.00 for emergency replacement of WWTP carousel bridge structure (Comprehensive Plan Item 29).**
- B. Discussion, consideration, and possible action regarding Resolution 2016-014 to enter into professional services contract with LAN to prepare the TCEQ required Brady Lake Dam Inundation Study and City-wide Drainage Master Plan, not to exceed \$70,100 (Comprehensive Plan Item 18 & 19).**

- C. Discussion, consideration, and possible action regarding Resolution 2016-015 authorizing funding application to TWDB for EDAP construction funding for Radium Reduction System in drinking water. (Comprehensive Plan Item 25).
- D. Discussion, consideration, and possible action regarding Resolution 2016-016 to finance capital purchase of a 2008 Used Vibratory Smooth Drum Roller, Dynapac CA250D. (Not to exceed \$90,000.00 )
- E. Discussion, consideration, and possible action on Reservation Policies for City Facilities, such as Airport, GRW, Richards Park, Swimming Pool, Brady Lake Pavilions, Gun Range, and Civic Center.

## 8. STAFF REPORTS

- A. Monthly Financial Reports for January
- B. Monthly Activity Reports – Seniors; Golf; BPD; Civic Center; HOT Events
- B. February 19, 5:00 PM Candidate Application deadline, for May 7 City Election for Council Positions Place 4 and Place 5.
- C. February 23, possible City Council Work Session – Animal Control Ordinances
- D. March 1 – Appeal of P&Z's denial of zoning change from Single-Family Residential (SF-5) to Industrial District (I) as requested by Greg and Cheryl Kubacak for property located at 1000 E. 4<sup>th</sup> St. for the purpose of equipment storage
- E. Upcoming Special Events: Golf Course, March 4-5 Kiwanis's Golf Turney; Airport, March 17-26 – HOT Music Festival; G Rollie White Complex, March 5 – FFA; March 12 and 26 – Brady Futurity & Derby (Training Horse Races)

## 9. ANNOUNCEMENTS

Pursuant to the Texas Government Code § 551.0415, City Council Members and City staff may make reports about items of community interest during a meeting of the governing body without having given notice of the report. Items of community interest include: Expressions of thanks, congratulations, or condolence; An honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and Announcements involving an imminent threat to public health and safety of people in the municipality that has arisen after the posting of the agenda.

## 10. ADJOURNMENT

I certify that this is a true and correct copy of the City of Brady City Council Meeting Agenda and that this notice as posted on the designated bulletin board at Brady City Hall, 201 E. Main St., Brady, Texas 76825; a place convenient and readily accessible to the public at all times, and said notice was posted on \_\_\_\_\_ by 6:00 p.m. and will remain posted continuously for 72 hours prior to the scheduled meeting pursuant to Chapter 551 of the Texas Government Code.

\_\_\_\_\_  
Tina Keys, City Secretary

In compliance with the American with Disabilities Act, the City of Brady will provide for reasonable accommodations for persons attending public meetings at City Facilities. Requests for accommodations or interpretive services must be received at least 48 hours prior to the meeting. Please contact the City Secretary at 325-597-2152 or citysec@bradytx.us.

**Attendance by Other Elected or Appointed Officials:** It is anticipated that members of other governmental bodies, and/or city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that body, board, commission or committee subject to the Texas Open Meetings Act.

The City Council of the City of Brady reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on this agenda as authorized by the Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.086 (Deliberations, vote or final action about competitive matters of the public power utility), and 551.087 (Economic Development).

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.



STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The City Council of the City of Brady, Texas met in a Regular Meeting on Tuesday, February 2, 2016 at 6:00p.m. at the City of Brady Service Center located at 1405 N. Bridge Street, Brady, Texas with Mayor Anthony Groves presiding. Council members present were Latricia Doyal, Marilyn Gendusa, Shelly Perkins, Kathy Gloria and Jack Turk. City staff present were City Manager Kim Lenoir, City Secretary Tina Keys, Director of Public Works Steven Miller, Director of Finance Lisa Remini, Director of Community Services Peter Lamont, Police Chief Steve Thomas, and City Attorney Shannon Kackley. Others in attendance were Jon Chase, Joe Whitehead, Larissa Nandin and Michael Pike.

#### **1. CALL TO ORDER, ROLL CALL & CERTIFICATION OF A QUORUM**

Mayor Groves called the meeting to order at 6:00 p.m. Roll was then called for Council and a quorum was certified.

#### **2. INVOCATION & PLEDGE OF ALLEGIANCE**

Council Member Gendusa gave the invocation, and the Pledge of Allegiance was recited.

#### **3. APPROVAL OF AUDIT BOARD**

Council Member Gendusa moved to approve the audit board. Seconded by Council Member Gloria. All Council Members voted "aye" and none "nay". Motion carried 5-0.

#### **4. APPROVAL OF MINUTES for January 19 and 25, 2016**

Council Member Gendusa moved to approve the minutes for January 19 and 25, 2016. Seconded by Council Member Doyal. All Council Members voted "aye" and none "nay". Motion carried 5-0.

#### **5. PUBLIC COMMENTS**

Jon Chase spoke regarding the "lake at Richards Park" and that the dam needs to be repaired or replaced. Item was on EDC agenda for 1/26 meeting. Lauren Bedwell made motion to deny and it was seconded. Vote of 3 – 2 rejected the motion. Motion failed. The dam is not a 4A project. Mr. Chase stated he spoke with people at Richards Park about putting repair of dam on the ballot. All said they would like to see the dam fixed.

Michael Pike – will wait for Agenda Item 8-A to speak

#### **6. PRESENTATIONS AND PUBLIC HEARINGS**

None

#### **7. INDIVIDUAL CONCERNS**

- A. Discussion, consideration, and possible action regarding **second and final reading of Ordinance 1191** a zoning request made by Scott and Lynn Parker for an SUP for property located at 1710 S. Bridge for the purpose of selling liquor-by-the-drink alcohol, as recommended by P&Z Commission on January 19, 2016. Peter Lamont presented to Council. **Mayor: "Do I have a motion to read the full ordinance?"** **No motion was made, Mayor stated in accordance with City Charter: "A majority of the City Council has dispensed with the full reading of the ordinance."** **Mayor asked: "Madam City Secretary to read the Ordinance Preamble for the record in accordance with the City Charter."** **City Secretary read the preamble.** **Mayor called for a motion:** Council Member Turk moved to approve second and final reading of Ordinance 1191. Seconded by Council Member Gendusa. All Council Members voted "aye" and none "nay". Motion carried 5-0.

- B. Discussion, consideration, and possible action regarding Resolution 2016-007 to finance capital purchase of three (3) 2016 Chevrolet Tahoe Police Patrol Vehicles, one unit specially equipped for a K-9. (Not to exceed \$122,370). Lisa Remini presented to Council. Council member Gendusa asked why there was a delay. Chief Thomas explained they started looking more closely at what vehicles they could keep and what vehicles they no longer needed. The one vehicle they ordered took 7 months to get in so they needed to wait to get that one to look at others. Council Member Gendusa asked why it took so long to get it. Chief Thomas answered since they only needed one vehicle, the suppliers would do bigger orders from bigger cities first. Also, the order was not placed as early as anticipated. Council Member Doyal moved to approve Resolution 2016-007. Seconded by Council Member Turk. All Council Members voted "aye" and none "nay". Motion carried 5-0.
- C. Discussion, consideration and possible action regarding Resolution 2016-008 to finance capital purchase of a 2016 Chevrolet Silverado 2500HD crew cab with service body. (Not to exceed \$41,000). Lisa Remini presented to Council. Council Member Doyal stated she thinks City should buy from the local company. Other council members agreed. Council Member Gendusa moved to approve Resolution 2016-008 as amended to purchase from Heart of Texas Ford, Brady, TX. Seconded by Council Member Doyal. All Council Members voted "aye" and none "nay". Motion carried 5-0.
- D. Discussion, consideration, and possible action regarding Resolution 2016-009 to call May 7, 2016 General Election for the purpose of filling City of Brady City Council Members Place 4 and Place 5 expiring terms. Peter Lamont presented to Council. Council Member Gloria moved to approve Resolution 2016-009. Seconded by Council Member Gendusa. All Council Members voted "aye" and none "nay". Motion carried 5-0.
- E. Discussion, consideration, and possible action regarding Resolution 2016-010 authorizing a grant application to Concho Valley Council of Governments (CVCOG) for a TCEQ Solid Waste Grant to fund a public event to recycle tires. Peter Lamont presented to Council. Council Member Gendusa asked where tires will go. Steve Miller further explained process. Council Member Turk moved to approve Resolution 2016-010. Seconded by Council Member Gendusa. All Council Members voted "aye" and none "nay". Motion carried 5-0.
- F. Discussion, consideration, and possible action regarding Resolution 2016-011 establishing a six month moratorium on all new pole signs to allow time to develop and update sign regulation (Comprehensive Plan Item 33). Peter Lamont presented to Council. Council Member Gendusa asked if existing signs can be made to be removed. Lamont answered no. Council Member Doyal asked what happens if someone goes through TXDOT and gets a permit. Lamont answered we can deny for 6 months during moratorium. Council Member Gloria moved to approve Resolution 2016-011. Seconded by Council Member Turk. Council Member Perkins asked if it's in the comprehensive plan, why wasn't it done. Lamont explained Comprehensive Plan is a 5-10 year planning document, not having immediate regulatory authority. City must to act on recommended items in the Comprehensive Plan. All Council Members voted "aye" and none "nay". Motion carried 5-0.
- G. Discussion, consideration, and possible action regarding Resolution 2016-012 to enter into professional services contract with EIKON Consulting Group of the Dallas area to prepare a comprehensive study, concept plan and budget for Public Safety Services Facilities – Police, Communications, Fire, EMS Services, not to exceed \$19,000 (Comprehensive Plan Item 33). Peter Lamont presented to Council. Council Member Doyal asked if city staff had checked some of the cities where this company has performed services. Lamont believes the City Manager did. Council Member Perkins commends company's proposal and also asked if Animal Control should be itemized as well. Lamont believes anything under PD would be included. Council Member Turk moved to approve Resolution 2016-012. Seconded by Council Member Gendusa. All Council Members voted "aye" and none "nay". Motion carried 5-0.

- H. Discussion, consideration, and possible action regarding award of bid for the Brady Lake Marina Renovation Project to Docks of Texas contractor in the amount not to exceed \$65,286, funded by the BEDC ¼ cent sales tax in accordance with the 2009 voter authorization to fund Brady Lake improvements and as budgeted by BEDC FY2016. Peter Lamont presented to Council. A brief break was taken from 6:48pm to 6:51pm. Council Member Perkins asked where debris would go. Lamont stated some would go to landfill, some we are giving to contractor as a credit, and some will go to recycling. Council Member Doyal asked where the boat dock being removed would go. Lamont answered the main ramp and that boat ramp would go to other side of dam. Across from the store would be a boat ramp and a new dock. Fish house would be between two camping areas. We are getting a new fish house – not a new marina. Other council members asked for clarification on what we are building and what we are doing. Lamont explained. Council Member Doyal moved to approve. Seconded by Council Member Gendusa. All Council Members voted “aye” and none “nay”. Motion carried 5-0.
- I. Discussion of Reservation Policies for City Facilities, such as Airport, GRW, Richards Park and Brady Lake Pavilions, Gun Range, and Civic Center. Peter Lamont presented to Council. Mayor Groves asked about directing a staff to set up work session with a proposed fee schedule. Council Member Doyal would like the item tabled for when the City Manager could be present. Council Member Perkins suggested a work shop rather than executive session. Mayor directs Lamont to set up a work session with proposed fee schedules included. Mayor Groves directs staff to schedule a workshop and provide a proposed fee schedule and executive session. Council Member Doyal moved to approve. Seconded by Council Member Gendusa. All Council Members voted “aye” and none “nay”. Motion carries 5 – 0.

## 8. STAFF REPORTS

- A. Status of Residential Electrical Power Improvement Projects – Michael Pike of 506 W. 5<sup>th</sup> spoke about issues at his house. Steve Miller talked to Council about several scheduled electric projects. Mayor Groves reiterated that the project close to Mr. Pike’s house requires replacement of 4 – 5 poles, high work and transformers. Mayor Groves asked if we have the transformers. Miller said yes we do have all the material on hand. Council Member Gloria asked if the only thing holding up is the bucket truck. Miller informed council that it’s difficult to find one to lease. We are looking to see if we should go ahead with repair or if we need to lease. Mr. Pike asked what the timeline is to get it fixed after the bucket truck is available. Miller said it is a priority. Council Member Turk said he has a street light that does the same thing. Mayor Groves asked if Sharyland or AEP might have a bucket truck that would consider lending it to us. Miller said we do have an emergency service contract with Techline – we can make that call and look into that. Mayor Groves commented that it is about a week long project and we have to shut down power for a while so we are also looking for better weather. Council would like an email in the near future with information on the status. Council Member Doyal asked about mutual aid agreements with Sharyland. Mayor Groves commented using a bucket truck for 5 days may be a lot to ask for. We will keep Mr. Pike updated.
- B. New Municipal Court Calendar - 2016
- C. February 15, Presidents Day - City Offices will be closed to the Public for Employee In-service Training – No change to garbage services
- D. February 19, 5:00 PM Candidate Application deadline for the May 7 City Election for Council Positions Place 4 and Place 5.
- E. Dates for upcoming work sessions - Animal Control & PAWS; Charter Review – council agrees on 4<sup>th</sup> Monday afternoon
- F. Status of GRW Track Work and Schedule of Events Booked
- G. Completion of TCEQ SEP Enforcement Action – Lake Clean-up Project

**9. ANNOUNCEMENTS**

Latricia Doyal – 3 years ago she read an anonymous letter her husband has received that was not very nice. But good things have happened since and everything is great.

**10. ADJOURNMENT**

There being no further business, the Mayor adjourned the meeting at 7:44 p.m.

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Mayor Anthony Groves

Attest: \_\_\_\_\_  
Tina Keys, City Secretary

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The City Council of the City of Brady, Texas met in an Executive Session on Wednesday, February 10, 2016 at 3:00 p.m. at the City of Brady City Hall located at 201 E. Main St., Brady, Texas with Mayor Anthony Groves presiding. Council members present were Latricia Doyal, Marilyn Gendusa, Shelly Perkins, Kathy Gloria and Jack Turk. City staff present was City Manager Kim Lenoir, Community Services Director Peter Lamont and City Secretary Tina Keys

#### **1. CALL TO ORDER, ROLL CALL & CERTIFICATION OF A QUORUM**

Mayor Groves called the meeting to order at 3:00 p.m. and Council went into Executive Session.

#### **2. EXECUTIVE SESSION**

- A. Pursuant to Section 551.072 (Deliberations about Real Property), the City Council will deliberate the purchase, exchange lease, or value of real property as the deliberation in an open meeting will have the detrimental effect on the position of the City in negotiations with a third person.
  - B. Pursuant to Section 551.087 (Economic Development), the City Council will deliberate the offer of a financial or other incentive or to discuss or deliberate regarding commercial or financial information that the City Council has received from a prospective cement plant, retail, and other development projects that the City Council seeks to have locate in or near the City and/or with which the City Council is conducting economic development negotiations.
  - C. Pursuant to Section 551.074 (Personnel Matters) the City Council will deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee – Annual Review of Fire Chief and Six Month Review of Police Chief
3. Executive Session closed at 5:08pm and Council went into Open Session at 5:09 p.m.

Council Member Doyal made a motion to direct staff to complete the 380 Agreement with U.S. Cement and present to Council for review. Seconded by Council Member Gendusa. Four Council Members voted "aye" and one, Shelly Perkins, "nay". Motion carries 4 – 1.

#### **4. ADJOURNMENT**

There being no further business, the Mayor adjourned the meeting at 5:10p.m.

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Mayor Anthony Groves

Attest: \_\_\_\_\_  
Tina Keys, City Secretary

**City Council  
City of Brady, Texas  
Agenda Action Form**

<b>AGENDA DATE:</b>	02-16-2016	<b>AGENDA ITEM</b>	7.A.	
<b>AGENDA SUBJECT:</b>		Discussion, consideration and possible action authorizing City Manager to enter into an Agreement with Archer-Western Construction, LLC of Irving, Texas for general contracting services for the <b>2016 WWTP Bridge Structure Replacement Project</b> . Archer-Western Construction, LLC submitted a low bid on Thursday January 28, 2016 in the amount of \$412,100.00.		
<b>PREPARED BY:</b>		K. Lenoir / S. Miller	<b>Date Submitted:</b>	02/08/2016
<b>EXHIBITS:</b>		Bid tabulation & analysis Contract agreement		
<b>BUDGETARY IMPACT:</b>		<b>Required Expenditure:</b>	\$412,100.00	
		<b>Amount Budgeted:</b>	\$521,000.00	
		<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>				
<b>SUMMARY:</b> City staff solicited bid documents directly to seven (7) general contracting firms including one (1) local company for their review and consideration of submitting a bid for the <b>2016 WWTP Bridge Structure Replacement Project</b> . As part of the bidding requirements bidders were <u>required</u> to attend and visit the city's waste water treatment plant site prior to submitting a bid. Three (3) bidders participated in this requirement. Of the three (3) bidders two (2) returned sealed bids on January 28, 2016. The lowest and most advantageous bid to the City of Brady was from Archer Western Construction, LLC. at a bid amount of \$412,100.00. City staff concurs with the engineer's recommendation of award.				
<b>City Budgeted Funds</b>		\$521,000.00		
<b>Freese &amp; Nichols (encumbered)</b>		\$ 49,465.00		
<b>Archer Western (proposed encumbrance)</b>		\$412,100.00		
<b>RECOMMENDED ACTION:</b> City staff recommends the city council authorize the City Manager to enter into an agreement for general contracting services with Archer Western Construction, LLC of Irving, Texas.				



Freeze & Nichols, Inc.  
10431 Marado Circle Suite 300  
Austin, TX 78759  
**BID TABULATION**

City of Brady 2016 WWTP Carousel Bridge Structure Replacement Project		MGC Contractors Inc. 4110 E. Elwood Street Phoenix, AZ 85040		Archer Western Construction, LLC 1411 Greenway Drive Irving, TX 75038	
#	Description	Quantity	Unit	Unit Cost	Total Cost
1	Mobilization Cost Not To Exceed 3% of The Total Bid Amount At	1	LS	\$14,000.00	\$14,000.00
2	All work associated with the removal and installation of two (2) bridge walkway structures in accordance with contract requirements, specifications and drawings, Complete -In-Place At	1	LS	\$273,000.00	\$273,000.00
3	Purchase and supply OVIVO Bridge Structures in accordance with contract requirements, specifications and drawings, F.O.B. To The Brady WWTP Site, Complete - In-Place At	1	LS	\$173,487.00	\$173,487.00
4	Purchase and supply of Ovivo split couplings for aerator connection to existing impeller drive shafts, F.O.B. To the Brady WWTP Site.	2	EA	\$2,850.00	\$5,700.00
5	All work associated with installation of new split couplings for aerators.	1	LS	\$2,500.00	\$2,500.00
<b>TOTAL AMOUNT - BASE BID</b>				<b>\$468,687.00</b>	<b>\$412,100.00</b>



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[www.freese.com](http://www.freese.com)

January 29, 2016

Steven Miller  
Director of Public Works  
City of Brady  
201 East Main  
P.O. Box 351  
Brady, Texas 76825

Re: 2016 WWTP Bridge Structure Replacement Project  
FNI Project BRD15628  
Recommendation of Award of Contract

Dear Mr. Miller:

Bids for the above referenced project were opened by the City of Brady (City) on January 28<sup>th</sup>, 2016 at 4:00 PM. The bid tabulation, compiled by Freese and Nichols, Inc., indicated two companies submitted bids for the project listed below in order of lowest bid to highest bid:

- Archer Western Construction, LLC
- MGC Contractors

Archer Western Construction, LLC (AWC) was the apparent low bidder with a Total Bid Price of \$412,100.00. The AWC bid is in line with the Engineer's Estimate for the project which was \$471,800.00. We have reviewed the bid tabulation and each bid item, in comparison to the other bids and the Engineer's estimate. Below is general information regarding the differences between AWC's bid item pricing and MGC bid item prices:

- AWC's bid was \$4,000 lower than the other bid for the cost of mobilization.
- Additionally, AWC's bid was approximately \$51,000 lower for the work associated with the removal and installation of the bridge walkway structures.
- Finally, AWC's bid was also \$1,500 less than the other bid for the installation of new split couplings for aerators.

Based on review of the bids, past experience working with Archer Western Construction, and the references checked, the Contractor appears to be capable of performing the work on this project. As a result, we recommend that the Award of Contract for the 2016 WWTP Bridge Structure Replacement Project be granted to Archer Western Construction, LLC.

If you have any questions concerning this recommendation please call me at (512) 617-3183 at your convenience.

Sincerely,

A handwritten signature in blue ink that reads 'Coby C. Gee'.

Coby Gee, P.E.  
Project Manager

## STANDARD FORM OF AGREEMENT

THIS AGREEMENT is between the City of Brady, a municipal corporation situated in McCulloch County, Texas, hereinafter called "City" and Archer Western Construction, LLC, hereinafter called "Contractor" upon the following terms and conditions.

In consideration of the payment to be made from City to Contractor, Contractor agrees to perform all work under City Bid 2016 WWTP CARROUSEL BRIDGE STRUCTURE REPLACEMENT, in accordance with the Contract Documents listed below and in conformance with all applicable federal, state and local laws, rules, regulations and ordinances. The work to be performed by Contractor is generally described in the Contract Documents listed below.

The "Contract Documents" consist of the following items, which items Contractor acknowledges have previously been provided to or created by Contractor and which items are incorporated into this Agreement by reference as though fully set out in this Agreement:

- A. City's Invitation for Bid or Request for Proposals, as applicable, including all attachments and all addenda issued prior to execution of this Agreement.
- B. Contractor's response to City's Invitation for Bid or Request for Proposal, as applicable.
- C. Standard General Conditions for Construction Contracts for the City of Brady, as applicable (Latest Revision).
- D. Supplementary General Conditions, if any.
- E. All plans, specifications and special requirements to include all drawings, maps and other printed matter.
- F. All modifications to Contract Documents issued after execution of this Agreement and accepted by the City and Contractor in writing.
- G. Labor Classification and Minimum Wage Scale (Davis-Bacon Wage Rates).
- H. All required Insurance Certificates, Bonds and affidavits.
- I. Other: \_\_\_\_\_

The Contractor shall commence work within ten (10) calendar days after written notice to proceed is received from the City, and complete the work in accordance with the Contract Documents. The work is to be ready for final payment in accordance with Paragraph 14.07 of the General Conditions with 203 calendar days after the date when the Contract Times commence to run.

In accordance with the award the City agrees to pay the Contractor \$ 412,100.00 for the performance of the work. Payment will be made as provided in the Contract Documents subject to additions and deductions provided for in said

## Documents.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement to be effective as of the date of the last of the parties to sign.

**ATTEST**

CITY OF BRADY, TEXAS  
(City)

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### City Secretary

By: \_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

Archer Western Construction, LLC  
(Contractor)

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED FOR EXECUTION (LEGAL SERVICES)

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Addendum No.2

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	02-16-2016	<b>AGENDA ITEM</b>	7.B.
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding Resolution 2016-014 to enter into professional services contract with Lockwood, Andrews and Newnam (LAN) to prepare the TCEQ required Brady Lake Dam Inundation Study and City-wide Drainage Master Plan, not to exceed \$70,100 (Comprehensive Plan Item 18 & 19).		
<b>PREPARED BY:</b>	Peter Lamont	<b>Date Submitted:</b>	02-11-2016
<b>EXHIBITS:</b>	Resolution 2016-014 RFQ		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$70,100.00	
	<b>Amount Budgeted:</b>	\$70,100.00	
	<b>Appropriation Required:</b>	\$20,100.00	
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b> In April of 2015 the City was awarded a Hazard Mitigation Grant from the Texas Department of Emergency Management to complete the Brady Lake Dam Breach Inundation Mapping and Brady Drainage Master Plan in the amount of \$50,000 with \$20,100 in City match.  A Request for Proposal (RFP) was released on October 21 <sup>st</sup> and submittals were received and opened November 11 <sup>th</sup> . Three submittals were received, KSA Engineers, Freese and Nichols Engineers and Lockwood Andrews and Newnam Engineers (LAN).  The proposals were reviewed and all three were invited to give presentations on January 7 <sup>th</sup> . After reviewing both the written Statements of Qualifications (RFQ) and the in person presentations, it was recommended that staff enter into negotiations with Lockwood, Andrews and Newnam (LAN).  Funds for the City's required match is included in the FY16 budget.			

<b>RECOMMENDED ACTION:</b>
Approve Resolution 2016-014 to enter into professional services contract with LAN to prepare the TCEQ required Brady Lake Dam Inundation Study and City-wide Drainage Master Plan, not to exceed \$70,100 (Comprehensive Plan Item 18 & 19).

**RESOLUTION NO. 2016-014**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS AUTHORIZING LOCKWOOD, ANDREWS AND NEWNAM (LAN) TO PROVIDE PROFESSIONAL SERVICES TO PREPARE THE TCEQ REQUIRED BRADY LAKE DAM INUNDATION STUDY AND CITY-WIDE DRAINAGE MASTER PLAN, NOT TO EXCEED \$70,100.**

**WHEREAS**, The City of Brady was awarded a Hazard Mitigation Grant from Texas Department of Emergency Management to complete the Brady Lake Dam Breach Inundation Mapping and Brady Drainage Master Plan in the amount of \$50,000 with \$20,100 in City match; and

**WHEREAS**, a Request for Proposal was released and submittals were received from three (3) engineering firms; and

**WHEREAS**, the City of Brady, after careful review, wishes to enter into negotiations with Lockwood, Andrews and Newnam (LAN).

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

That the City Council of the City of Brady authorizes the Mayor to sign an agreement with LAN to prepare the TCEQ required Brady Lake Dam Inundation Study and City-wide Drainage Master Plan, not to exceed \$70,100.

**PASSED AND APPROVED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2016.

**CITY OF BRADY**

---

Anthony Groves, Mayor

Attest: \_\_\_\_\_  
Tina Keys, City Secretary

**City Council  
City of Brady, Texas  
Agenda Action Form**

<b>AGENDA DATE:</b>	02/16/2016	<b>AGENDA ITEM</b>	7.C.	
<b>AGENDA SUBJECT:</b>		Discussion, consideration and possible action regarding Resolution 2016-015 authorizing the City Manager to execute and submit a financial application to the Texas Water Development Board (TWDB) under the Economically Distressed Areas Program (EDAP) for securing funding for construction of improvements to the City's water system to reduce radium in the City's drinking water supply as acquired from the Hickory Aquifer		
<b>PREPARED BY:</b>		K. Lenoir /S.Miller/K.Kindle	<b>Date Submitted:</b>	02/04/2016
<b>EXHIBITS:</b>		Resolution No. 2016-016 Application Affidavit Certificate of City Secretary		
<b>BUDGETARY IMPACT:</b>		<b>Required Expenditure:</b>	\$00.00	
		<b>Amount Budgeted:</b>	\$00.00	
		<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>				

**SUMMARY:**

The City of Brady in conjunction with Enprotec / Hibbs & Todd (Engineer) completed engineering feasibility report and Environmental Information Document describing improvements to the City of Brady drinking water system to reduce radium in the public groundwater supply as acquired from the Hickory Aquifer. These two (2) important design documents were completed with assistance from the Texas Water Development Board (TWDB) under the agency's Economically Distressed Areas Program (EDAP). The City's Engineer and staff are recommending the filing of an application with the TWDB to now secure funding for construction of the proposed improvements under EDAP. While the Texas Legislature did not appropriate funding for the 2015/2017 biennium for EDAP, it is anticipated that the program may be funded in future legislative cycles and the project should continue to be eligible and competitive in the agency's grant process. An application with the TWDB under the program will maintain the City's "standing" in the grant process should the Texas legislature re-fund the program and should the City not otherwise be able to secure funds for the construction of the improvements under other programs. The filing of the application will not result in any costs to the City as the consultants preparing the application are only compensated for their effort as part of a contingency fee arrangement.

This application is in an amount not to exceed \$25,000,000.00 and is being formulated by the Engineer, Enprotec – Hibbs & Todd; the City's financial adviser, First Southwest; the City's Bond Counsel, Bickerstaff Heath Delgado Acosta LLP; and by City staff.

This resolution represents to the TWDB of the City's intent to meet the obligations and requirements of the loan/grant terms.

Staff will be available to answer questions.

**RECOMMENDED ACTION:** Move to approve the Resolution 2016-015 authorizing the submission of a financial application for TWDB – EDAP program

## Application Filing and Authorized Representative Resolution (WRD-201a)

A RESOLUTION by the City Council of the City of Brady, Texas ( City) requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS:

SECTION 1: That an application is hereby approved and authorized to be filed with the Texas Water Development Board seeking financial assistance in an amount not to exceed \$25,000,000 from the Economically Distressed Areas Program (EDAP), to provide for the costs of construction of improvements to the City's water system to reduce radium in the City's drinking water supply as acquired from the Hickory Aquifer.

SECTION 2: That the City Manager, Kim Lenoir, be and is hereby designated the authorized representative of the City for purposes of furnishing such information and executing such documents as may be required in connection with the preparation and filing of such application for financial assistance and the rules of the Texas Water Development Board.

SECTION 3: That the following firms and individuals are hereby authorized and directed to aid and assist in the preparation and submission of such application and appear on behalf of and represent the City before any hearing held by the Texas Water Development Board on such application, to wit:

Financial Advisor: First Southwest Company  
325 North St. Paul Street, Suite 800  
Dallas, Texas 75201

Engineer: Enprotec/Hibbs & Todd, Inc.  
2901 Glen Rose Highway, Suite 107  
Granbury, Texas 76048

Bond Counsel: Bickerstaff Heath Delgado Acosta LLP  
3711 South MoPac Expressway, Building One, Suite 300  
Austin, Texas 78746

PASSED AND APPROVED, this the 16th day of February, 2016.

ATTEST: \_\_\_\_\_

By: \_\_\_\_\_

**CERTIFICATE OF CITY SECRETARY**

**THE STATE OF TEXAS** §  
**COUNTY OF McCULLOCH** §  
**CITY OF BRADY (CITY)** §

I, the undersigned City Secretary of said City, hereby certify as follows:

1. The City Council of said City convened in a Regular Session on February 16, 2016 at the regular meeting place at the Civic Center, located at 1405 N. Bridge St., Brady, Texas, and the roll was called of the duly constituted officers and members of said City Council, to-wit:

Anthony Groves	Mayor
Latricia Doyal	Mayor Pro-Tem
Kathy Gloria	Councilmember
Shelly Perkins	Councilmember
Marilyn Gendusa	Councilmember
Jack Turk	Councilmember

and all of said persons were present, except for the following: ; thus constituting a quorum. Whereupon, among other business, the following was transacted at said meeting:

Discussion, consideration and possible action regarding the Resolution authorizing the City Manager to execute and submit a financial application to the Texas Water Development Board (TWDB) under the Economically Distressed Areas Program (EDAP) for securing funding for construction of improvements to the City's water system to reduce radium in the City's drinking water supply as acquired from the Hickory Aquifer.

was duly introduced for consideration of said City Council and read in full. It was then duly moved and seconded that said Resolution be passed; and, after due discussion, said motion, carrying with it the passage of said Resolution, prevailed and carried by the following vote:

AYES: —

NOES: —

ABSTENTIONS: —

2. A true, full and correct copy of the aforesaid Resolution passed at the meeting described in the above and foregoing paragraph is attached to and follows this Certificate; said Resolution has been duly recorded in the official minutes of said City Council; the above and foregoing paragraph is a true, full and correct excerpt from said minutes of said meeting pertaining to the passage of said Resolution; the persons named in the above and foregoing

paragraph, at the time of said meeting and the passage of said Resolution, were the duly chosen, qualified and acting officers and members of said City Council as indicated therein; each of said officers and members was duly and sufficiently notified officially and personally in advance, of the time, place and purpose of the aforesaid meeting and that said Resolution would be introduced and considered for passage at said meeting, and each of said officers and members consented in advance to the holding of said meeting for such purpose; and said meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED this \_\_\_\_\_ of February, 2016.

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City Secretary  
City of Brady, Texas

[CITY SEAL]



# Status Report 08

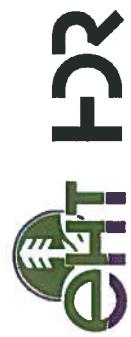
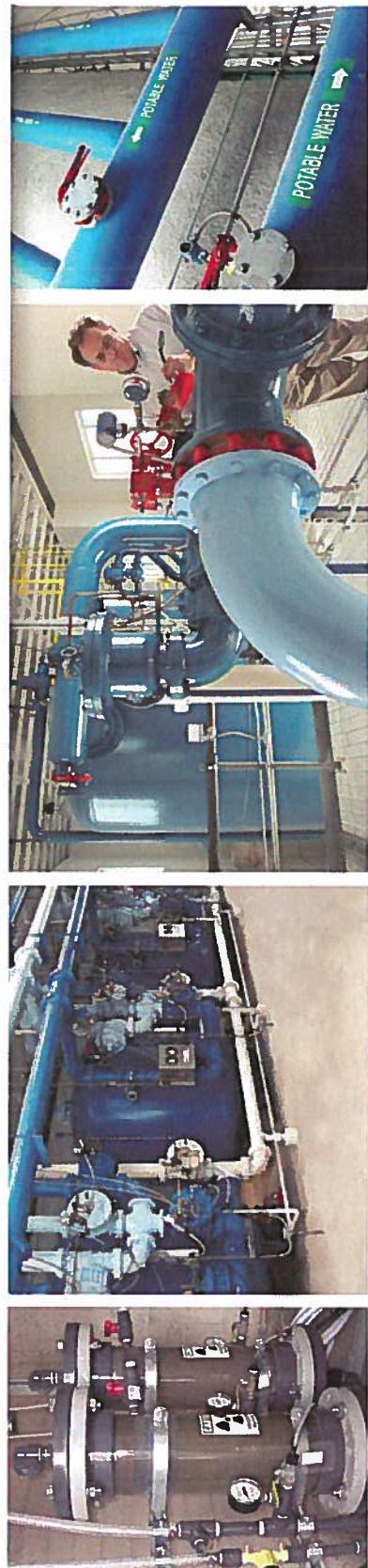
## Council Presentation City of Brady Radium Reduction Project

February 16, 2016



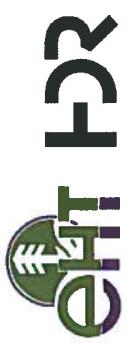
# Presentation Outline

- Significant Milestones
- Next Tasks for TWDB Approval
- Schedule
- Questions



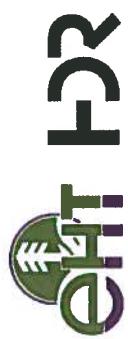
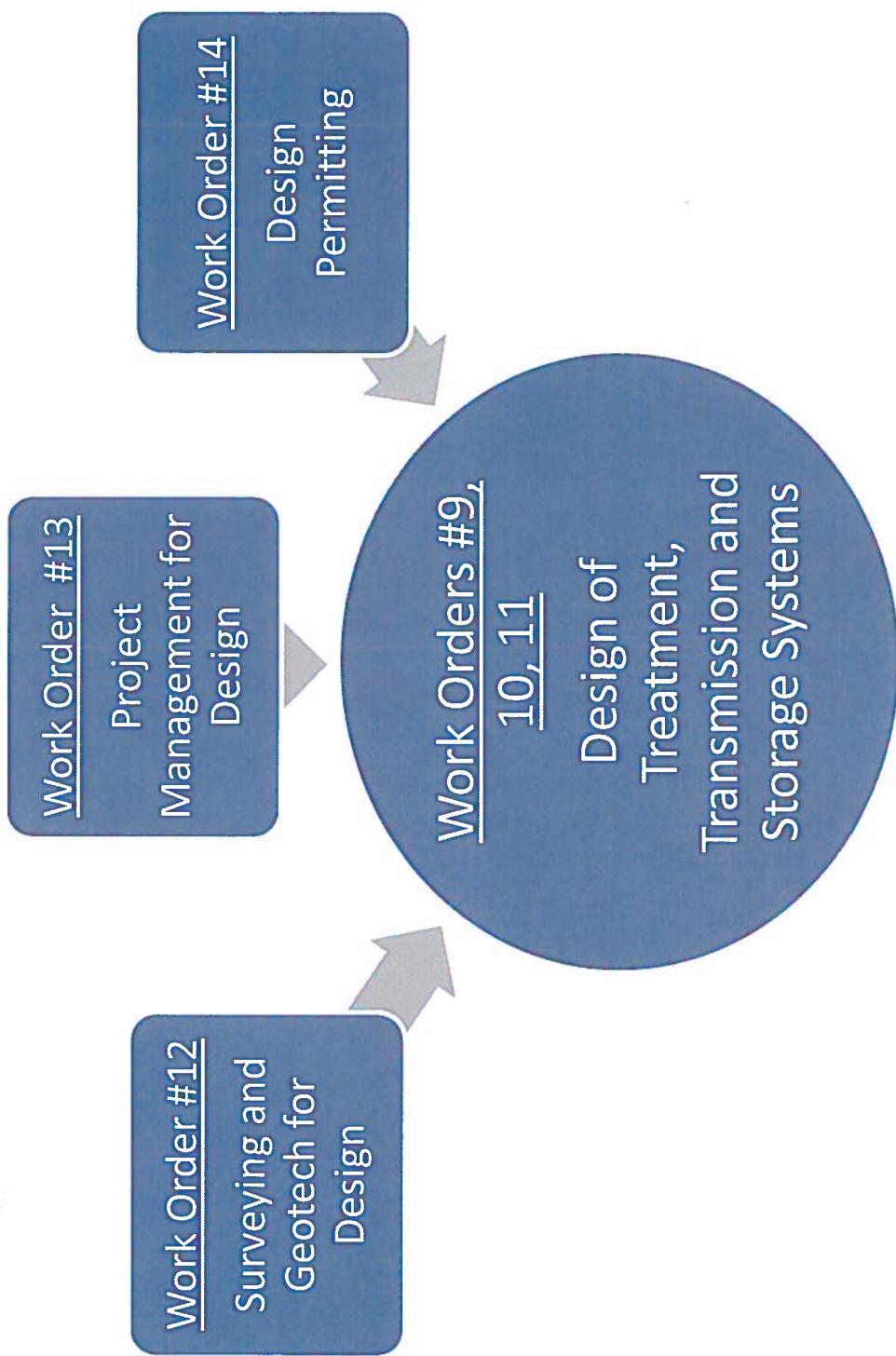
# Significant Milestones

- TWDB is scheduled to approve the Environmental Clearance for the Project on February 18, 2016
  - Planning phase considered to be complete by TWDB following Environmental Clearance
- Submittal of EDAP Construction Funding Application in March 2016 for \$24,000,000 to establish our place in line
  - Application includes Basis of Design Report





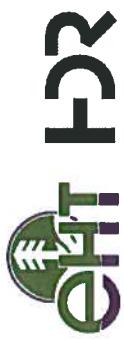
# Design Phase





## Next Tasks for TWDB Approval

- Design for the Water Transmission Lines, Storage Tanks, Radionuclide Reduction Treatment Plant and Surface Water Treatment Improvements continues
  - Still anticipate procurement of major equipment prior to start of construction – Early 2017
- Aerial Survey completed for Proposed Improvements
- TWDB will likely issue a Moratorium on EDAP applications this Spring



# Schedule



Milestones	EPA Compliance Schedule	EDAP Funding for Construction
Begin Design	February 2015	July 2015
Design Completion	October 2015	December 2016
Submittal of EDAP Construction Funding Application	N/A	March 2016
Construction Start	March 2016	January 2018
Achieve Compliance	September 2017	June 2019

\* - Assumes 2017 Legislature Approves remaining \$51 million in EDAP Funds in 2017 Session





# Questions & Answers



# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	2/16/2016	<b>AGENDA ITEM</b>	7.D
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding Resolution 2016-016 to finance capital purchase of a 2008 Used Vibratory Smooth Drum Roller, Dynapac CA250D. (Not to exceed \$90,000.00 )		
<b>PREPARED BY:</b>	Lisa Remini	<b>Date Submitted:</b>	2-11-2016
<b>EXHIBITS:</b>	Resolution # 2016-016 Financing Quotes Bid Tabulation sheet with summaries Quote from H & V Equipment Services, Inc.		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$70,314.04	
	<b>Amount Budgeted:</b>	\$108,450.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>			
<p><b>SUMMARY:</b>  Attached is the proposal from H &amp; V Equipment Services, Inc. thru the seal bid process for a 2008 Used Vibratory Smooth Drum Roller, Dynapac CA250D to be used in the Streets Division. The equipment was approved in the FY 2016 Budget up to a purchase cost of \$90,000. The sales price to finance is \$63,382.00 for a recommended term of 5 years at 3.526% Total debt service for the FY16 will be \$6,932.04.</p> <p>Purchase price: \$63,382.00  Debt Service: <u>6,932.04</u>  Total FY16 commitment: \$70,314.04</p> <p>Attached for your information is a second financing quote from DLL Financial Solutions and a comparison quote from Government Capital. DLL Financial Solutions offers financing to H&amp;V Equipment customers. DLL Solutions is based in Pennsylvania and would only finance the drum roller for 3 years at a higher interest rate than Government Capital for the same term. See attached quotes.  Although financing the drum roller for 3 years would save the city \$2,454.72 in total financing costs, the impact to the annual budget would require \$8,425 more compared to a 5 year pay-out program.</p>			

#### **RECOMMENDED ACTION:**

It is recommended that City Council approve Resolution #2016-016 to purchase and finance a 2008 Used Vibratory Smooth Drum Roller, Dynapac CA250D for a total amount not to exceed \$63,382.00 for a 5 year term with Government Capital Corporation.

**SUPPLEMENTAL DECISION PACKAGE**  
**SUMMARY OF SELECTED DECISIONS BY PRIORITY**

Account Number	Line Item / Priority / Description	Page No.	Requesting Division	Program Cost	Program Status		
					Not Approved	Approved	Requirements
FINAL							
10-5-13-401.00	Civic Center Remodel	66	Administrative Svcs	1,100,000		1,100,000	excess funds
80-4-47-625.00	Cemetery Tax levy	1	Administrative Svcs	(114,000)		(43,000)	2 cents / \$100
80-5-47-324.00	Cemetery maintenance		Administrative Svcs	114,000		43,000	
<b>GENERAL FUND (10)</b>							
10-5-29-402.00	1 New F-350 2016 Ambulance with Cot	27	EMS	179,000		36,300	finance
10-5-08-402.00	2 Purchase 3 Police Patrol Vehicles	17	Police	91,755		23,100	finance
	3 Add Police Patrol Officer	18	Police	45,947	45,947		
	4 Add 1 employee to Fire/EMS	16	Fire	64,101	64,101		
10-5-01-306.00	5 Replacement of City Hall Roof	2	Administrative Svcs	165,000	165,000		
10-5-12-402.00	6 3/4 ton Crew Cab Work Truck	22	Streets	41,000		8,325	finance
10-5-12-213.00	7 Annual chip seal of city streets	23	Streets	65,000		65,000	
10-5-12-402.00	8 Grader / Maintainer Motor Grader	24	Streets	83,000	83,000		
10-5-12-402.00	9 84" Drum Roller	25	Streets	90,000		18,450	finance
	10 Assistant Finance Officer	35	Finance	57,026	57,026		
10-5-44-234.00	11 CAFR - Certified Annual Report	36	Finance	12,600	12,600		
10-5-45-232.00	12 INCODE Building Project Module	37	Code Enforcement	11,188		11,188	
	13 Remodel Activity Center	20	Community Svcs	175,000		25,000	County 50,000
10-5-06-402.00	14 Automated Chemical System for Pool	14	Pool	10,000		10,000	
10-5-2-403.00	15 Airport maintenance project	5	Airport	100,000	50,000	25,000	50% Grant
10-5-11-203.00	16 Update of Parks, Recreation Master Plan	21	Community Svcs	15,000	15,000		
10-5-03-308.00	17 Repairs on Backhoe	6	PPM	2,000		2,000	
	18 Purchase of Tree Shears	7	PPM	7,000		7,000	
10-5-03-312.00	19 Security camera system for 2 Parks	8	PPM	2,225		2,225	
10-5-32-312.00	20 Install 50 amp service to RV Space	28	Lake	25,000		25,000	
	21 Part-time employee at Brady Lake Park	29	Lake	10,421	10,421		
10-5-32-312.00	22 Install Concrete RV Pads	30	Lake	20,000	20,000		
10-5-32-306.00	23 Remodel Brady Lake Store	31	Lake	7,500		7,500	
10-5-32-312.00	24 Install an RV Dump Station	32	Lake	3,000	310	2,690	
10-5-32-312.00	25 Security camera system for Lake	33	Lake	2,955		2,955	
10-5-01-213.00	26 Employee for clean-up program	3	Administrative Svcs	25,000	25,000		
10-5-05-312.00	27 Security camera system for Golf	10	Golf	2,955		2,955	
	28 Full time Pro Shop Employee	11	Golf	44,872	44,872		
10-5-05-402.00	29 Super 104 Hyder-Drive Mower	12	Golf	19,880	19,880		
10-5-06-312.00	30 Security camera system for Pool	15	Pool	1,113		1,113	
10-5-05-203.01	31 Advertising for Golf Course	13	Golf	5,000		5,000	
10-5-32-203.10	32 Increase Advertising for Brady Lake	34	Lake	1,000	1,000		
10-5-09-402.00	33 Purchase and install Generator for EOC	19	EOC	50,000	50,000		
10-5-12-401.00	34 Ballou Street R.O.W. Improvement	26	Streets	240,000	240,000		
	35 Replace 1995 model one ton truck	9	PPM	31,500	31,500		
10-5-01-213.00	36 Professional Consultant for annexation Plan	4	Administrative Svcs	25,000	25,000		
				\$ 1,732,039	\$ 960,657	\$ 280,801	\$ -

## RESOLUTION #2016- 016

### A RESOLUTION REGARDING A FINANCING AGREEMENT FOR THE PURPOSE OF PROCURING A "DRUM ROLLER AND RELATED EQUIPMENT"

WHEREAS, City of Brady desires to enter into certain Financing Agreement, by and between Government Capital Corporation and the City of Brady, for the purpose of financing a "Drum Roller and Related Equipment." The City of Brady desires to designate this Agreement as a "qualified tax exempt obligation" of the City of Brady for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended. The City of Brady desires to designate the Mayor as an authorized signer of the Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BRADY:

Section 1. That the City of Brady enters into a Financing Agreement with Government Capital Corporation for the purpose of procuring an "Drum Roller and Related Equipment."

Section 2. That the Financing Agreement, by and between the City of Brady and Government Capital Corporation is designated by the City of Brady as a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

Section 3. That the City of Brady designates the Mayor as an authorized signer of the Financing Agreement, by and between the City of Brady and Government Capital Corporation.

This Resolution has been PASSED and APPROVED by the Council of the City of Brady in a meeting held on 16<sup>th</sup> day of February, 2016.

City of Brady	Witness Signature
X _____ Mayor Signature	X _____ City Secretary Signature
<u>Printed</u> <u>Name:</u> Anthony W. Groves  <u>Title:</u> Mayor	<u>Printed</u> <u>Name:</u> Tina Keys  <u>Title:</u> City Secretary



February 11, 2016

Mrs. Lisa Remini  
Brady City Hall  
(325) 597-2152  
[Finance@bradytx.us](mailto:Finance@bradytx.us)

Dear Mrs. Remini,

Thank you for the opportunity to present proposed financing for the City of Brady. I am submitting for your review the following proposed structure:

LENDER: Government Capital Corporation  
ISSUER: City of Brady, Texas  
FINANCING STRUCTURE: Public Property Finance Contract issued  
under Local Government Code Section 271.005

EQUIPMENT COST: \$ 63,382.00  
TERM: 60 Monthly Payments

TRUE INTEREST COST: 3.526%

PAYMENT AMOUNT: \$ 1,155.34

PAYMENTS BEGINNING: April 15, 2016,

Additionally, Government Capital is registered with Texas Ethics Commission to be HB 1295 compliant. The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are subject to change and rates are valid for fourteen (14) days from the date of this proposal. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible and my goal is customer delight. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

**Drew**  
Drew Whittington  
Client Services

*The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interests that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.*



February 11, 2016

Mrs. Lisa Remini  
Brady City Hall  
(325) 597-2152  
[Finance@bradytx.us](mailto:Finance@bradytx.us)

Dear Mrs. Remini,

Thank you for the opportunity to present proposed financing for the City of Brady. I am submitting for your review the following proposed structure:

LENDER: Government Capital Corporation  
ISSUER: City of Brady, Texas  
FINANCING STRUCTURE: Public Property Finance Contract issued  
under Local Government Code Section 271.005

EQUIPMENT COST: \$ 63,382.00

TERM: 36 Monthly Payments

TRUE INTEREST COST: 3.418%

PAYMENT AMOUNT: \$ 1,857.38

PAYMENTS BEGINNING: April 15, 2016,

Additionally, Government Capital is registered with Texas Ethics Commission to be HB 1295 compliant. The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are subject to change and rates are valid for fourteen (14) days from the date of this proposal. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible and my goal is customer delight. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

**Drew**

Drew Whittington  
Client Services

The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interests that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.



**DLL Financial Solutions**  
1111 Old Eagle School Road  
Wayne, PA 19087  
Tel: 610-386-5000  
Fax: 610-386-5840  
[www.delagelanden.com](http://www.delagelanden.com)

## Proposal for Tax Exempt Lease Purchase Financing

**Date:** February 11, 2016

**Customer:** City of Brady

The following is a proposal for financing for the City of Brady ("Customer") regarding the equipment described herein ("Equipment") by De Lage Landen Financial Services, dba De Lage Landen Public Finance LLC ("DLL") for discussion purposes only.

*Notwithstanding anything to the contrary, including, without limit, acceptance by Borrower, this Letter is an indication of interest regarding a possible arm's length financing transaction on the general terms and conditions outlined herein and should not be construed as a commitment to finance. Lender expresses no opinion and makes no representation with regard to what leasing or financing alternative is best suited for the Borrower. Lender is not providing advice or recommendations with respect to the proposed transaction. Borrower is encouraged to retain its own advisor for these purposes.*

- This is a finance/ownership contract. \$1.00 purchase option at contract end.
- Title to the equipment must be in the name of the Customer.
- Fixed interest rate for the term of the contract.
- Financing does not include service and maintenance.
- Cancellation for convenience or vendor non-performance is not permitted.
- Requires a distinct financing documentation package that supersedes all procurement and service agreements between the Customer and the Vendor.

**Equipment:** Used 2008 Dynapac CA250D Drum Roller with Serial Number 82US55929. Sell price and amount to finance is \$63,382.00

**Vendor:** H&V Equipment Services / Corpus Christi, TX

### Transaction Overview

<b>Term:</b>	36 months
<b>Payment Mode:</b>	Monthly (Arrears)
<b>Interest Rate:</b>	3.87%*
<b>Payment Amount:</b>	\$1,867.63
<b>First Payment:</b>	30 days from funding
<b>No. of Payments:</b>	36

**Interest Rate Lock\*:** Interest rates and rate factors are valid for funding prior to 3/31/16 and indexed thereafter. The transaction must be funded prior to 3/31/16, or DLL reserves the right to adjust and determine a new Fixed Interest Rate

**Interest Rate Indexing\*:** If interest rate indexing is required as per the paragraph above, the interest rate will be indexed to the Securities Industry and Financial Markets Swap/Aesk Index ("SIFMA Swap Ask Yield"). The interest rate and resulting payments will be determined ten (10) days prior to closing.

## General Terms and Conditions

- The interest rate indication provided herein is based upon the stated assumed transaction size. If the transaction size changes by more than 25%, DLL reserves the right to adjust the interest rates being offered.
- This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986
- Failure to consummate this transaction once credit approval is granted and the financing documents are drafted and delivered to Customer may result in a documentation fee being assessed.
- All financing is subject to verification that all costs are eligible for inclusion in a tax exempt financing.
- Any proceeds used to payoff an existing lease or lease purchase agreement must be done via direct payment to the existing leasing company or finance company and based upon a written buyout quote.
- If state sales tax is applicable to the sale of the Equipment to the Customer, such tax is explicitly **NOT** the responsibility of DLL.
- Either DLL or Customer may terminate discussions at any time in its sole discretion.
- If made, an approval by DLL would be in a separate writing and would be subject to legal and business due diligence and credit review, with results satisfactory to DLL, in its sole discretion.
- Customer acknowledges that the terms of the financing (if approved) may change before the parties execute final documentation.
- No financing terms will be binding on either party until Customer and DLL sign definitive documentation.
- This Letter is not a statement of all terms and conditions of the financing, which terms and conditions would be contained fully in final documentation and would supersede the terms of this Letter.
- This Letter is intended for the use of the Customer only, and no other party may rely upon or derive any legal rights from this Letter.
- This Letter is valid for acceptance within 60 days and thereafter shall automatically be deemed to be null and void.

Thank you for the opportunity to present this proposal and for your thoughtful consideration.

**De Lage Landen Financial Services**  
**Molt Massey**  
**484-868-1167**  
**[mmassey@leasedirect.com](mailto:mmassey@leasedirect.com)**

## BID TABULATION SHEET

### CITY OF BRADY

(TO BE ATTACHED TO PURCHASE ORDER FORM)

Division: Streets

Account: 10-5-12-402.00

Date: February 10, 2016

DESCRIPTION OF ITEM TO BE PURCHASED				
Invitation to Bid - Vibratory Smooth Drum Roller, Dynapac CA250D				

LOW BID	VENDOR	CONTACT PERSON	PHONE #	TOTAL PRICE QUOTED
1	H&V Equipment Services 4402 Hwy 77 Corpus Christi, Texas 78410	Stephen Whittley	210-648-5885	63,382.00
2	Yellowhouse 5550 Link Road San Angelo, Texas 76904	Landon Brockman	325-651-3337	66,218.00

#### PLEASE JUSTIFY BELOW IF LOW BID IS NOT SELECTED

Low bidder meeting specifications.

I, the undersigned, attest that I received the above quotes for purchase of the item(s) described above and request authorization to purchase said item(s) from the vendor designated as low bid meeting specification(s).

  
2/10/16  
Department Approval  


  
2/10/2016  
Purchasing Agent Approval

BID OPENING SUMMARY SHEET

**CITY OF BRADY**

**PROJECT: Invitation to Bid -Vibratory Smooth Drum Roller**

**Sealed Bid Due Date:** Thursday, February 4, 2016 4:00 p.m.

Item No.	Vendor	Bid Sheet	Specifications	Photos	Total Bid	Comment
1	Neff Rental - Austin Texas					
2	Yellowhouse Machinery - San Angelo Texas	X	X		66,218.00	
3	Warren Cat - San Angelo Texas					
4	H&V Equipment Services San Antonio Texas	X	X		63,382.00	
5	ASCO - Abilene Texas					
6	B&R Equipment - Ft. Worth Texas					
7	Four Seasons Equipment Houston Texas					
8	Cross Timbers Equipment - Denton Texas					
9	Romco Equipment - Austin Texas					
10	Sunbelt Rental - Dallas Texas					

	H&V Equipment Services	Yellowhouse Machinery Co.
Price	63,382.00	66,218.00
Make	Dynapac	Bomag
Model	CA2500D	BW211 D-50
Serial Number	6582LUS5929	901583531063
Year	2008	2013
Hours	523	1622
Roller Width	83.9"	84"
Warranty	1 year/500 hours	Did not specify warranty
Delivery Date	Available Immediately	Upon Payment
Calibration Test	Included with bid package	Report was not included
Photos	Included with bid package	Unit will be available 2/10/2016 for pictures
Active Unit	Yes	Yes

(Released 01/13/2016)

**CITY OF BRADY**

**BID SHEET**

**INSTRUCTIONS TO BIDDERS:**

1. Refer to "Instructions to Bidder" before completing Bid
2. Delivery Date – must be delivered by Wednesday, August 31, 2016
3. Delivery Address – 1405 N. Bridge Street, Brady, Texas 76825, F.O.B. Destination
4. Price – Quote your best price

Item Number	Description/Part Number	Quantity	U/M	Unit Price	Extended Price
1	(Used) Vibratory Smooth Drum Roller, model must be between the years of 2005 – 2010 (see attached specifications)	1	EA	\$ 63,382.00	\$ 63,382.00
2	Specify delivery date: AVAILABLE * See Below IMMEDIATELY	1	EA	Delivery is included	
3	Provide make, model, serial number and the date the unit was manufactured: DYNAPAC, CA 250D, SN: 6582LUS5929 MANUFACTURE DATE: 2008				\$ 63,382.00
4	Specify the number of hours:		CURRENT HOURS 523		
5	Include specifications on unit being quoted. Hydrostatic, FRONT & REAR, High/Low Vibration, Amplitude/Frequency, CUMMINS 4.5 TURBO DIESEL ENGINE, 110 HP, WEIGHT 23,809.9 LBS			SEE ATTACHED	
6	Must provide photos of equipment from all angles to include the Equipment Identification plate.		SEE ATTACHED		SEE ATTACHED
Includes 1 year/500 hours WARRANTY - <i>Glynne General</i>				TOTAL BID	63,382.00

In submitting this bid, I certify the following:

1. That the prices in this bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder, or with any competitor

2. That I am an Equal Opportunity Employer

Business Name:

H&V EQUIPMENT SERVICES

Authorized signature:

Stephen W. Whittley

Print Name:

Stephen W. Whittley

Date:

02-03-2016

\* UNIT IS A ACTIVE UNIT IN OUR RENTAL FLEET. THIS MACHINE IS AVAILABLE WITH THE CURRENT HOURS. AVAILABLE IMMEDIATELY. BID IS SUBJECT TO AVAILABILITY WHEN CITY MAKES DECISION.

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	02/16/2016	<b>AGENDA ITEM</b>	7.E.
<b>AGENDA SUBJECT:</b>		Discussion, consideration, and possible action on Reservation Policies for City Facilities, such as Airport, GRW, Richards Park, Swimming Pool, Brady Lake Pavilions, Gun Range, and Civic Center.	
<b>PREPARED BY:</b>	K. Lenoir	<b>Date Submitted</b>	2/11/2016
<b>EXHIBITS:</b>	Variety of existing reservation forms and policies		
<b>BUDGETARY IMPACT:</b>		<b>Required Expenditure:</b>	\$00.00
		<b>Amount Budgeted:</b>	\$00.00
		<b>Appropriation Required:</b>	\$00.00
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b>			
The City of Brady has several public facilities that are available to the public for private or public events. In summary, these facilities are managed as follows:			
Airport – Peter Lamont and Joe Mosier approve use of 2 conference rooms in Hangar B (free of charge). This year while Civic Center is under construction, we have allowed only 3 events that normally used the Civic Center (NRA Banquet, Chamber Banquet, and HOT Music Festival). Smaller groups have been required to use other private venues.			
GRW – Peter Lamont reserves and approves day use events. The newest reservation policy and forms attached were updated last year. City Council also approved a five year lease agreement with the McCulloch County Jr Livestock Association and FFA.			
Richards Park & Willie Washington Park – City Hall maintains a calendar and facility rental agreements for the pavilion rentals, form attached. All other facilities are first come first serve. This is the second year that the City is taking reservations for RV Campsites during the HOT Music Festival.			
Swimming Pool – Private parties are booked with the swimming pool manager.			
Brady Lake – Stephen Morgan and the Lake Store employees maintain reservations and calendars for all of the lake facilities including the Gun Range. Private overnight events at the gun range currently have only been approved by City Council or by long range agreements such as the Texas Muzzleloaders.			
The new expanded Civic Center now needs to consider new rules and fees. Staff proposes a graduated scale depending on party size, food service, and/or alcohol. If food is served we could increase clean-up deposits on a scale; and if alcohol is served another deposit and fee, plus required security hired. The rental fees need to			

cover utility cost and clean-up fees / deposits need to support the contract janitorial cleaning crew. Staff would like to require that set-up be determined before the event and the set-up be done by city crews. Decorating fee and deposit may also need to be added, since many groups like to decorate a day early and when decorations are not removed our cost rise. After one year of use, staff will review expenses versus rental income to determine need to adjust fees and charges.

Draft recommendation of use rates for the new Civic Center rentals:

- A. Daily Rate - Monday to Thursday Rate, 8am to 5pm \$30/hour; after 5pm \$40/hour, with a maximum of \$300 per day (FYI - Movie Theater Charges \$150 for daily rental)
- B. Friday, Saturday or Sunday Event: \$500 to \$700 (less than 400 attendees \$500; 400 -500 attendees \$600; More than 500 attendees \$700). (FYI – HOT Event Center holds 300 people and charges \$400)
- C. Two Day Weekend (Friday/Saturday or Saturday/Sunday) Add \$200
- D. Food Service to be included: Add .50 cents per meal served; maximum \$200
- E. Alcohol Service: Hiring by party reservation of Off-Duty Security required for events over 100 attendees (1 officer per 150 attendees)
- F. Basic Cleaning / Damage Deposit: \$200
- G. Additional Decorating Deposit: \$100
- H. Additional Alcohol Service Cleaning/Damage Deposit: \$400
- I. Other Fees:

Staff would like to hear council member ideas and thoughts.

**RECOMMENDED ACTION:**

Direct staff as needed



**G. Rollie White Complex**  
**Physical Address: 1600 W. 17<sup>th</sup> St., Brady TX 76825**  
**Mailing Address: P.O. Box 351, Brady TX 76825**  
**Rental Agreement**  
**Effective \_\_\_\_\_**

Event Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact Person Phone # \_\_\_\_\_

Rental Dates / Hours \_\_\_\_\_

Arena w/ use of Announcer's Booth, Chutes, Pens, Seating and Restrooms 6a.m.-6a.m.

Weekdays are Monday – Thursday  
Weekends are Friday – Sunday

\*Arena Rental with less than a 48 hour notice will be done on a "as is basis". We will make every effort to prep the arena, but cannot guarantee it can be done given the short notice.

\$325 per Two Day Weekend Rental  
(Fri./Sat. or Sat./Sun.)  
\$475 per Three Day Weekend Rental  
(Fri – Sun.)  
No 6 month advanced One Day or Half Days on Weekends (F-Sun)

\$75 half day – up to 4 hrs – Weekdays(M-Th)  
\$125 – over 4 hours – Weekdays (M-Th)  
(3 month advanced reservation allowed for weekends).  
Security/cleaning deposit \$50 per day or ½ day

Tractor Area Drag  
(Water on Site)

\*All trash and garbage shall be picked up and placed in the outside dumpsters at the end of each day of the event. Otherwise, a trash fee will be deducted from security/cleaning deposit.

**Stall Rental \$20 per day per stall**  
**Trailer Spaces (Contestants) \$20-\$30 per day per space**  
**Collected on site by event**

For Concession Sales  
Or Gate Ticket Sales  
Contact City of Brady  
(325) 597-2152

Send or Attach Event Flyer and  
Information about your Event – Type of  
Function, Entry Fees, Age Requirement,  
Specific Events, Prizes, Gate Fees, etc.

## **G. Rollie White Complex** **Deposit Agreement**

### **Please read carefully:**

**Reservations/ Deposits:** The rental agreement and security / cleaning deposit must be returned to the City of Brady within 10 days of requesting the date of the event. The rental fee is due 60 days prior to the date of event. Personal checks, cashier checks or credit cards are acceptable and should be made payable to The City of Brady and mailed to PO Box 351, Brady, Texas 76825. To contact the City of Brady regarding your rental, call (325) 597-2152 or email [citysec@bradytx.us](mailto:citysec@bradytx.us).

**Cancellations** (unless natural disaster) must be made 30 days prior to event to receive a full refund.

**A security/cleaning deposit must be attached to this agreement.** Any deposit due or refundable will be returned upon complete inspection of the facility. Should extensive cleaning, damage, missing property, or repairs exceed the security/cleaning deposit, the individual, organization, or membership entered into this agreement shall agree to pay any additional charges as a result of their event or function. Should the City of Brady have to take legal recourse to secure the additional charges, all legal fees will be paid by the individual, organization or membership entered into this agreement with the City of Brady.

**Lessee Initial Here:** \_\_\_\_\_

I have read, and agree to, the terms and conditions (Page 3) and do hereby request the use of the G. Rollie White Complex as outlined in this agreement. As the authorized agent, I shall be the responsible contact for my group, organization, membership, or event.

---

Lessee Signature

Date Signed

---

Lessor Signature

Date Signed

---

### **FOR OFFICE USE ONLY**

**\*Agreement Received:** \_\_\_\_\_  
(Received within 10 days from penciling in date with City of Brady)

**\*Security / Cleaning Deposit Received:** \_\_\_\_\_ **Amount:** \_\_\_\_\_  
(Received within 10 days from penciling in date with City of Brady)

**Payment method:** \_\_\_\_\_ **check** (\_\_\_\_\_ #) \_\_\_\_\_ **cashier's check** (\_\_\_\_\_ #)  
\_\_\_\_\_ **cash** \_\_\_\_\_ **credit card** (+3%)

**Rental Fee Received:** \_\_\_\_\_ **Amount:** \_\_\_\_\_  
(Received 60 days from date of event)

**Payment method:** \_\_\_\_\_ **check** (\_\_\_\_\_ #) \_\_\_\_\_ **cashier's check** (\_\_\_\_\_ #)  
\_\_\_\_\_ **cash** \_\_\_\_\_ **credit card** (+3%)

## **G. Rollie White Complex**

### **Terms and Conditions**

- All trash and garbage shall be picked up and placed in the outside dumpsters at the end of each day of the event. Otherwise a trash fee will be deducted from security/cleaning deposit.
- No glass bottles or containers on Premises.
- No alterations or changes to the pens or equipment, without prior approval.
- Lessee shall be responsible for all equipment during the course or their event.
- No equipment shall be loaned out.
- Current Coggins on horses before you unload.
- All "Rules, Regulations, Warnings, and Cautions" will be observed at all times while on premises.
- All lights and fans will be turned off at the end of each day and at the conclusion of the event.
- A walk-through will be made of the premises prior to the event to ensure that all facilities will be found clean and in working order unless otherwise noted.
- The Lessor reserved the right to immediately cancel any ongoing event or activity which violates City, County, State, or Federal law or is deemed immoral or jeopardizes the safety of anyone in attendance or working at the event or activity.
- All children must be accompanied by an adult.
- No roller blades, skates, skate boards on Premises.
- No tying horses to the stalls or panels.
- Pets should be on leashes at all times.
- The City of Brady reserves the right to approve and rent to any and all vendors on the premises. Vendors will need to fill out a vendor application for approval. Vendors should not conflict with the lessees sponsors.
- The City of Brady, and it's agents, shall not be liable for any act arising from the conduct or management of the G. Rollie White Complex activities and premises, for accidents of any nature occurring on City of Brady property, for loss or damage to property belonging to any person or organization, any act of negligence of any tenant, concessionaire, employee, contractor, agent or licensee in or about the G Rollie White Complex.
- No sale of alcoholic beverages will be allowed without the prior written approval of the City of Brady. Upon approval, Lessee shall obtain a Temporary On Premise Consumption permit from the Texas Alcohol and Beverage Commission and shall provide the City of Brady a copy of the permit as proof of compliance. Lessee is responsible for all activities taking place during their event or function as well as the conduct of all attendees of the event.
- The City of Brady will do everything possible to maintain a clean and operative facility. Situations do occur that are beyond our control such as power failures, light outage, severe weather, etc. If this should occur during your lease times, we cannot be held responsible; however, we will do everything we can to remedy the situation as quickly as possible.
- The City of Brady shall be the final authority over all issues pertaining to facilities and events.

## **G. Rollie White Complex** **Basic Information**

Complex Name: G. Rollie White Complex  
Address: 1600 W. 17<sup>th</sup> Street  
City and State: Brady, Texas 76825

For Information or to Reserve: (325)597-2152 – City of Brady

Webpage: [www.bradytx.us](http://www.bradytx.us)

Number of Covered Arenas: None

Arena Size:

Seating Capacity: 500

Type: Chairs and Fixed

Type of Arena Walls: Panel

Ground Type: Sand

Roping Chute: Yes

Holding Pens: Yes

Bucking Chutes: Yes

Concessions: Yes

Parking Surface: All Weather

ADA Parking: Yes

Number of Stalls: Appx 250

Stall Flooring: Dirt

Stalls Mandatory: Yes

Shavings: No

Washracks: No

Facilities: Men's and Women's Restrooms

Concessions: Yes

Booth/Vendor Area: Yes

Scoreboard: No

Furnish Timer: No

Public Address and Sound System: No

Lighting: Yes

Announcer Stand: Yes

Drags: Yes

Tractor: Yes

Water Truck: Yes

Directions:

Other RV Sites: Richard's Park located appx. 1/4 mile from G. Rollie White

RICHARDS PARK  
FACILITY RENTAL AGREEMENT

Name of group or person renting ("Renter"): \_\_\_\_\_

Responsible Person (for payments and compliance): \_\_\_\_\_ DL #: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ St. \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Contact Person (if different from above): \_\_\_\_\_ Phone No.: \_\_\_\_\_

Date(s) of Rental: \_\_\_\_\_

Beginning Time: \_\_\_\_\_ Ending Time: \_\_\_\_\_

Function: (describe number of persons and the activities proposed, include additional page if necessary)  
\_\_\_\_\_  
\_\_\_\_\_

Will alcohol be present:  No  Yes If yes, who will provide security? \_\_\_\_\_

**(The City of Brady requires that security be present when alcohol is consumed. The Brady Police Department 325-597-2152 or the McCulloch County Sheriff's Dept. 325-597-2290 can provide officers for security. We have the right to shut down your event if security is not present.)**

BY SIGNING BELOW, I HEREBY AGREE THAT I HAVE RECEIVED A COPY OF THE RULES AND REGULATIONS. I AGREE THAT I SHALL INDEMNIFY AND HOLD THE CITY OF BRADY HARMLESS AS PROVIDED IN THE RULES AND REGULATIONS. I have read and understand the rules and regulations for the use of the Facility and agree with the conditions for use found in this agreement and the rules and regulations as amended including the return of the deposit policy. I assume all responsibility for the condition of the Facility and agree with the conditions for use and for the return of my deposit.

\_\_\_\_\_  
Signature (Responsible Person)

\_\_\_\_\_  
Date

**CITY OF BRADY**  
**ED DAVENPORT CIVIC CENTER**  
**RULES AND FEES AS AMENDED 2006**

The fees for the use of the Civic Center are listed below. The following fee schedule shall apply to all use of the Civic Center and shall include use of the kitchen facilities and normal cleaning after use.

**Fees are per day or any portion thereof and they are as follows:**

**Non-Profit: \$400.00**

**Profit: \$400.00**

**THERE WILL BE NO FREE USE OF THE CIVIC CENTER EXCEPT FOR CITY SPONSORED EVENTS. PAYMENT FOR USE OF THE CIVIC CENTER MUST BE MADE IN ADVANCE.**

Fees are for **ONE DAY USE ONLY**. Use of the Civic Center prior to the day of rental for the purpose of decorating, setting up tables, etc. will constitute a fee of **\$50.00** and can only be scheduled if someone else has not rented it on the day prior to your event. Rental time shall end when all of the lessee's effects have been removed from the building.

Reservation, payment and keys will be handled by the City Secretary in City Hall. **Notice of cancellations must be made within two weeks prior to an event otherwise you will lose your deposit.**

The key to the Civic Center must be returned on the day after use, or on the following Monday (or workday) if use is on a weekend or holiday, unless prior arrangements are made. Failure to return the key will constitute losing your deposit.

Persons renting the Center will be fully responsible for any damage to the building and equipment during the time that the Center is in use. Damages above the deposit will be the responsibility of the renter. **In addition to the normal rent charged for the use of the Center, a deposit of \$200.00 will be required in all instances.** The full deposit will be returned within two weeks after the key is returned to allow for inspection of the center after each use **only** if there is no damage to the building and **provided all trash and litter** (both in the Center and on surrounding public grounds) has been placed and secured in plastic bags and taken out to the dumpster. Otherwise, a deduction on an actual charge basis will occur from the deposit.

**No Smoking** is allowed in the Civic Center per Ordinance No. 950. Please use receptacles provided outside.

***Use of the Civic Center where alcoholic beverages will be permitted, a minimum of two public safety officers must be hired to provide security for the event. In all cases the names of these individuals will need to be on file with the City prior to access being made available to the facility.***

Persons renting the Center will comply with State law regarding consumption of alcoholic beverages; Weekdays 12:00 midnight, Sunday 12:00 noon to 12:00 midnight and Saturday 1:00 a.m. All activities need to cease at these times and clean up should begin.

Decorations in the Center will be limited to table or free-standing decorations. No decorations will be placed on the walls or ceiling except for the 3 ½ inch trim provided. Sand is NOT allowed on floors.

**Persons renting the Center will be responsible for turning off all utilities and seeing that the building is properly locked when use of Center is terminated.**

**I, THE UNDERSIGNED, HEREBY AGREE TO ABIDE BY THE ABOVE RULES AND REGULATIONS.**

Date of Event \_\_\_\_\_

Organization Name (if applicable) \_\_\_\_\_

Name of Responsible Party (Please print) \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Driver License No. \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	2-16-2016	<b>AGENDA ITEM</b>	8.A
<b>AGENDA SUBJECT:</b>	Monthly Financial Reports		
<b>PREPARED BY:</b>	Lisa Remini	<b>Date Submitted:</b>	2-11-2016
<b>EXHIBITS:</b>	Monthly Financial Report Investment Activity Operating Cash /Utility Billing History Sales Tax Report Motel Tax Collection and Distribution Report Utility Customer Service Reports		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b> <ul style="list-style-type: none"> <li>• Monthly financial update report for second fiscal month January 2016</li> <li>• January Financial Statements will be emailed to your City email address for your review.</li> <li>• Total Sales Tax collections through January 2016 are now below last year's collections by \$12,939, or 2.7%. Sales tax collections for the month of January are \$19,767 or 16.7% less than January 15.</li> <li>• Monthly expenditure data provided by the Volunteer Fire Department is included for your review.</li> </ul>			

#### **RECOMMENDED ACTION:**

This item is for discussion purposes only.

Note:

After each Audit Board and upon Council approval, the check register denoting the checks issued to each Vendor, amount paid, and description of the item paid will be on the City's website for public view. Go to the Finance Department tab and then look for the Check Register tab.

CITY OF BRADY  
 MONTHLY FINANCIAL REPORT  
 AS OF: JANUARY 31ST, 2016

PAGE: 1

33.33% OF FISCAL YEAR

CURRENT BUDGET	YEAR TO DATE ACTUAL	% TO DATE	YEAR TO DATE PRIOR YEAR
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## BEGINNING FUND BALANCE &amp;

NET WORKING CAPITAL

15,948,144.88 15,948,144.88 11,660,043.44

REVENUES

10 -GENERAL FUND	8,375,117.00	2,365,872.40	28.25	1,625,298.02
20 -SEWER AND ELECTRIC FU	9,172,862.00	2,807,824.93	30.61	2,978,478.09
30 -WATER UTILITY FUND	1,929,672.00	639,073.29	33.12	553,318.21
40 -GAS UTILITY FUND	1,531,122.00	447,081.73	29.20	529,274.27
50 -UTILITY SUPPORT FUND	271,300.00	81,054.66	29.88	85,575.82
60 -SOLID WASTE FUND	1,180,000.00	488,111.54	41.37	316,086.77
80 -SPECIAL REVENUE FUND	<u>2,488,929.00</u>	<u>171,774.52</u>	<u>6.90</u>	<u>324,515.11</u>
TOTAL REVENUES	24,949,002.00	7,000,793.07	28.06	6,412,546.29

EXPENDITURES

10 -GENERAL FUND	9,626,050.00	2,046,377.53	21.26	1,925,466.84
20 -SEWER AND ELECTRIC FU	11,406,804.00	1,718,995.21	15.07	1,900,298.54
30 -WATER UTILITY FUND	3,802,668.00	386,848.70	10.17	781,976.01
40 -GAS UTILITY FUND	2,037,023.00	423,936.04	20.81	470,079.40
50 -UTILITY SUPPORT FUND	517,400.00	141,737.12	27.39	106,546.09
60 -SOLID WASTE FUND	1,424,460.00	247,479.82	17.37	289,219.37
80 -SPECIAL REVENUE FUND	<u>2,634,472.00</u>	<u>330,718.77</u>	<u>12.55</u>	<u>235,759.44</u>
TOTAL EXPENDITURES	31,448,877.00	5,296,093.19	16.84	5,709,345.69

REVENUES OVER/ (UNDER) EXPENDITURES ( 6,499,875.00) 1,704,699.88 703,200.60

## ENDING FUND BALANCE &amp;

NET WORKING CAPITAL

9,448,269.88 17,652,844.76 12,363,244.04

**FUND BALANCE AND CASH RECONCILEMENT**  
As of: January 31, 2016

		<b>Unrestricted Cash</b>	<b>Restricted Cash</b>	<b>Total Cash</b>	<b>Comments</b>
<b>BRADY NATIONAL BANK</b>					
Operating Account	#100677	\$ 11,896,972.11	49,532.56	11,946,504.67	Street Sanitation
Airport Account	#172791	\$ 3,984.22	-	3,984.22	
EMS - RAC	#166470	\$ -	5,832.97	5,832.97	
Water Repair & Replacement	#172817	\$ 14,635.35	220,000.00	234,635.35	
TXDOT Bridge Street Reimbursement	#173153	\$ 91,441.95	-	91,441.95	
CW - WWTP Construction	#103671	\$ -	246.31	246.31	
DW Construction	#104828	\$ -	11,577.24	11,577.24	
Sinking Fund 2000	#172890	\$ -	158,952.45	158,952.45	
Sinking Fund 2004	#176727	\$ -	8,529.30	8,529.30	
Sinking Fund 2012 - Refunding	#103069	\$ -	93,405.43	93,405.43	
Sinking Fund 2012 - WWTP	#103663	\$ -	55,792.72	55,792.72	
Sinking Fund 2013 - DW	#105770	\$ -	17,275.10	17,275.10	
Landfill Closure Reserve	#172775	\$ -	344,180.23	344,180.23	
Drug Seizure FDS	#172668	\$ -	10,849.64	10,849.64	
Police Educational	#172700	\$ -	5,017.66	5,017.66	
Court Security	#102533	\$ -	3,571.48	3,571.48	
Court Technology	#102541	\$ -	1,620.14	1,620.14	
Community Development Block	#172627	\$ -	-	-	
Former CD's - Reserves	#102525	\$ 1,001,139.75	407,783.50	1,408,923.25	Utility Deposit \$
Cash on Hand		\$ 1,940.00	-	1,940.00	
Bank Balances - Interest rate .55%	Subtotal	\$ 13,010,113.38	1,394,166.73	14,404,280.11	
<b>Certificate of Deposit at CNB</b>					
BOTX Escrow Account - CO 2012 CW Project		\$ -	243,109.02	243,109.02	Utility Deposit \$
BOTX Escrow Account - LF 2012 CW Project		\$ -	1,158,558.98	1,158,558.98	
BOTX Escrow Account - EDAP 2015 DW Project		\$ -	747,292.29	747,292.29	
BOTX Escrow Account - CO 2013 DW Project		\$ -	1,771,434.17	1,771,434.17	
BOTX Escrow Account - LF 2013 DW Project		\$ -	6,297.54	6,297.54	
	Subtotal	\$ -	-	-	
		\$ 3,926,692.00	3,926,692.00	3,926,692.00	
<b>TOTAL CASH BALANCES RECONCILED</b>		13,010,113.38	5,320,858.73	<b>18,330,972.11</b>	
<b>01-31-16 GENERAL LEDGER</b>					
Total Current Non-Cash Assets - All Funds				1,151,049.01	
(Total Current Liabilities - All Funds)				(1,829,176.36)	
<b>Total Fund Balance / Net Working Capital</b>				<b>17,652,844.76</b>	

**CITY OF BRADY**  
**INVESTMENT ACTIVITY**  
**DATE: January 31, 2016**

Certificates of Deposit at		Commercial National Bank:					Interest Earnings		
							Y-T-D		
1.	#32788	\$243,109.02	at	0.20%	for	180 days	maturity	6/27/2016	\$166.41

**GRAND TOTAL**    **\$243,109.02**    **TOTAL SHORT-TERM CASH INVESTMENTS**

The City investment portfolio is in compliance with the PFIA and the City's investment strategy as outlined in the Council approved Investment Policy dated 9-01-15 by Resolution 2015-037.

Lisa Remini

Lisa Remini, Investment Officer

## RECONCILED OPERATING CASH / TOTAL UTILITY BILLINGS

Fiscal Year 15-16

## 1171 - Brady, City of (General Obligation Debt)

### Report - Brady, City of (General Obligation Debt) / Sales Tax Data

The Charts below contain sales tax revenue allocated each month by the State Comptroller.  
For example, the February allocations reflect December sales, collected in January and allocated in February.

\*Excludes any sales tax retained by the municipality and not remitted to the Comptroller.

[View Grid Based on Calendar Year](#)

[View Grid With All Years](#)

[Download to Excel](#)

[Change Fiscal Year](#)  
End

09/30/2017

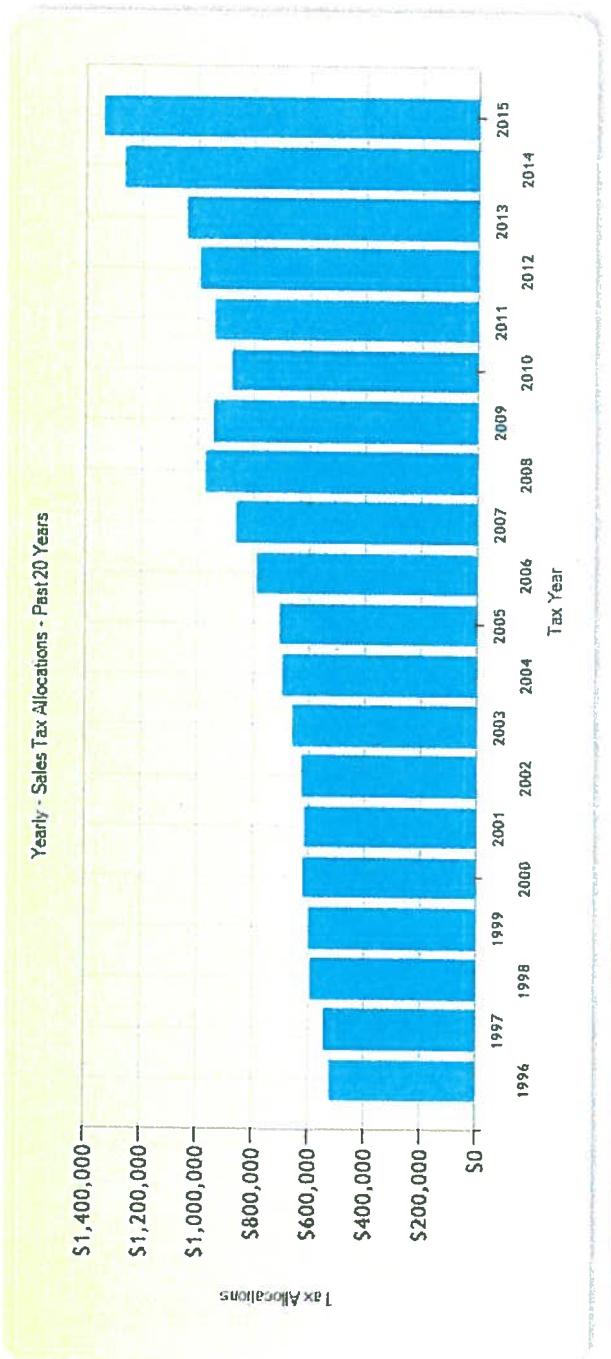


**By Fiscal Year 10/01 - 09/30**

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2016	\$143,834	\$112,101	\$107,933	\$98,515	\$113,278	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$575,660
2015	\$113,438	\$115,026	\$128,575	\$118,282	\$127,008	\$90,659	\$99,414	\$119,166	\$107,160	\$99,436	\$107,394	\$106,966	\$1,332,523
2014	\$86,905	\$90,223	\$83,575	\$87,608	\$114,999	\$83,194	\$86,383	\$103,052	\$119,190	\$96,615	\$101,343	\$109,279	\$1,162,366
2013	\$81,575	\$84,095	\$78,857	\$88,594	\$108,399	\$69,954	\$76,038	\$92,661	\$84,448	\$82,176	\$91,353	\$87,852	\$1,026,002
2012	\$76,182	\$79,173	\$73,628	\$81,661	\$100,901	\$64,794	\$79,473	\$88,392	\$76,641	\$60,890	\$87,159	\$105,230	\$974,124
2011	\$78,998	\$93,104	\$65,476	\$83,507	\$93,953	\$70,399	\$72,121	\$81,841	\$76,174	\$71,819	\$84,522	\$71,003	\$942,918
2010	\$70,849	\$72,537	\$66,287	\$69,364	\$86,286	\$70,868	\$54,779	\$73,192	\$69,685	\$64,455	\$93,443	\$58,872	\$850,618
2009	\$79,109	\$125,392	\$86,622	\$79,704	\$95,830	\$73,457	\$68,319	\$79,191	\$78,551	\$96,167	\$89,024	\$73,646	\$1,025,012
2008	\$73,939	\$76,885	\$75,520	\$76,332	\$88,517	\$69,243	\$60,775	\$73,032	\$72,513	\$74,539	\$82,203	\$80,973	\$904,471
2007	\$62,229	\$81,144	\$67,861	\$60,380	\$101,688	\$59,568	\$53,524	\$79,704	\$54,614	\$77,376	\$76,886	\$72,942	\$847,915

1 2 3 >

## Sales Tax Charts - Brady, City of (General Obligation Debt)



## MOTEL OCCUPANCY TAX

### FY 2016 Quarter Totals

4th Quarter 2015 (October - December)		Total <b>\$56,496.47</b>
1st Quarter 2016 (January - March)		\$0.00
2nd Quarter 2016 (April - June)		\$0.00
3rd Quarter 2016 (July - September)		\$0.00
		<b><u>\$56,496.47</u></b>

### FY 2016 Summary Collections

Holiday Inn Express - 2320 S Bridge 597-1800	Taxable Receipts \$398,005.15	Tax @ 7% \$27,860.36	Disc. \$278.60	Net Tax \$27,581.36
Best Western - 2200 S. Bridge 597-3997	\$265,501.48	\$18,585.10	\$185.85	\$18,399.25
Days Inn - 2108 S. Bridge 597-0789	\$88,084.70	\$6,165.93	\$61.66	\$6,104.27
Gold Key Inn - 2021 S Bridge 597-2185	\$51,771.66	\$3,624.02	\$36.24	\$3,587.78
Brady Motel - 603 W. Commerce 597-2442	\$11,887.70	\$832.13	\$8.32	\$823.81
	<b>\$815,250.69</b>	<b>\$57,067.54</b>	<b>\$570.67</b>	<b><u>\$56,496.47</u></b>

### **FY 2016 Grants**

	<b>Commitment</b>	<b>YTD Distributions</b>	<b>Payment Date</b>
Chamber of Commerce	<b>\$177,700.00</b>	<b>\$59,233.36</b>	Monthly thru 1/31/16
<b>YTD Total</b>	<b>\$177,700.00</b>	<b>\$59,233.36</b>	

### FY 2015 Quarter Totals

4th Quarter 2014 (October - December)		Total <b>\$59,092.55</b>
1st Quarter 2015 (January - March)		\$51,748.09
2nd Quarter 2015 (April - June)		\$61,167.04
3rd Quarter 2015 (July - September) Due October 31, 2015		\$64,141.16
		<b><u>\$236,148.85</u></b>

### FY 2015 Summary Collections

Holiday Inn Express - 2320 S Bridge 597-1800	Taxable Receipts \$1,689,723.99	Tax @ 7% \$118,280.68	Disc. \$1,182.80	Net Tax \$117,097.90
Best Western - 2200 S. Bridge 597-3997	\$903,773.34	\$63,264.12	\$632.63	\$62,631.49
Days Inn - 2108 S. Bridge 597-0789	\$519,439.93	\$36,360.62	\$363.64	\$35,997.07
Gold Key Inn - 2021 S Bridge 597-2185	\$244,944.85	\$17,165.03	\$522.64	\$16,642.18
Brady Motel - 603 W. Commerce 597-2442	\$54,548.39	\$3,818.38	\$38.15	\$3,780.20
	<b>\$3,412,430.50</b>	<b>\$238,888.82</b>	<b>\$2,739.86</b>	<b><u>\$236,148.85</u></b>

### **FY 2015 Grants**

	<b>Commitment</b>	<b>YTD Distributions</b>	<b>Payment Date</b>
Chamber of Commerce	<b>\$145,000.00</b>	<b>\$141,250.00</b>	Monthly thru 09/01/15
McCulloch Co Historical Commission	<b>\$1,500.00</b>	<b>\$1,500.00</b>	4/7/2015
Morgan Military Aviation Museum	<b>\$10,000.00</b>	<b>\$10,000.00</b>	4/21/2015
Brady Golf Association	<b>\$3,000.00</b>	<b>\$3,000.00</b>	5/18/2015
Hillbilly - HOT Country Music Museum	<b>\$7,500.00</b>	<b>\$7,500.00</b>	6/30/2015
HOT Historical Museum	<b>\$15,000.00</b>	<b>\$15,000.00</b>	9/10/2015
Tru Country	<b>\$7,500.00</b>	<b>\$7,500.00</b>	9/11/2015
<b>YTD Total</b>	<b>\$189,500.00</b>	<b>\$185,750.00</b>	

### HISTORICAL COLLECTION / PAYOUT HISTORY

	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
% CHANGE	4.17%	19.35%	12.44%	2.31%
COLLECTONS	<b>\$236,148.85</b>	<b>\$226,685.90</b>	<b>\$189,927.02</b>	<b>\$168,909.86</b>
GRANTS	<b>(\$185,750.00)</b>	<b>(\$226,685.90)</b>	<b>(\$189,927.02)</b>	<b>(\$168,909.86)</b>
FUND BALANCE	<b>50,398.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**CITY OF BRADY  
CITY COUNCIL CORRESPONDENCE**

**TO: MAYOR AND COUNCIL**

**FROM: FINANCE / UTILITY DEPARTMENTS**

**SUBJECT: MONTHLY CUSTOMER SERVICE REPORT**

**DATE: January 31, 2016**

2/08/2016 4:00 PM

CASH COLLECTION HISTORY REPORT  
HISTORY TRANSACTION SUMMARY

PAGE: 29

OPERATOR: ALL

DATES: 1/01/2016 THRU 1/31/2016

TERMINAL: ALL

RECEIPTS: 0 THRU 99999999

SUMMARY CODE: ALL

TRAN: 0.0000 THRU 999.9999

DEPARTMENT: ALL

AMOUNT: 0.00 THRU 9,999,999

TRAN	NAME	VOIDS	NO#	TOTAL	CA	CK	MO	CC	CO
1.0000	UTILITY PAYMENT	13	2079	555,038.05CR					
2.0000	MAIL PAYMENT	7	498	220,155.47CR					
3.0000	NIGHT DROP PAYMENT	2	245	58,718.13CR					
4.0000	BAD DEBT PAYMENT	1	9	1,804.05CR					
10.0000	ELECTRIC DEPOSIT	0	36	3,835.00CR					
11.0000	GAS DEPOSIT	0	23	1,100.00CR					
12.0000	WATER DEPOSIT	0	37	1,750.00CR					
22.0000	TRANSFER FEE	0	11	240.00CR					
100.0000	A/R PAYMENT	7	75	36,502.66CR					
103.0000	SB EMS payments	0	9	17,093.06CR					
110.0000	Airport Revenues	0	1	20.40CR					
172.0000	CEMETERY OPEN/CLOSE	0	3	820.00CR					
173.0000	CEMETERY LOT PURCH	0	5	575.00CR					
195.0000	CREDIT CARD USER FE	0	69	361.31CR					
217.0000	DEP-F30 Ck to 2000S	0	1	17,415.00CR					
220.0000	DEP-F30 Ck to 2004S	0	1	1,156.25CR					
221.0000	DEP-F60 CktoLClosur	0	1	2,916.50CR					
224.0000	DEP-SF 2012 WWTP	0	1	10,995.00CR					
225.0000	Dep to SF 2013-DW	0	1	3,430.00CR					
320.0000	GOLF-DAILY DEPOSITS	2	19	1,127.09CR					
493.0000	LAKE-DAILY DEPOSITS	0	27	3,755.11CR					
505.0000	LANDFILL - DAILY DE	0	20	3,914.52CR					
543.0000	MUNI COURT PAYMENT	0	30	3,287.00CR					
550.0000	Municipal Franch Ta	0	2	13,493.72CR					

2/08/2016 4:00 PM

## CASH COLLECTION HISTORY REPORT

PAGE: 30

OPERATOR: ALL

## HISTORY TRANSACTION SUMMARY

DATES: 1/01/2016 THRU 1/31/2016

TERMINAL: ALL

RECEIPTS: 0 THRU 99999999

SUMMARY CODE: ALL

TRAN: 0.0000 THRU 999.9999

DEPARTMENT: ALL

AMOUNT: 0.00 THRU 9,999,999

TRAN	NAME	VOIDS	NO#	TOTAL	CA	CK	MO	CC
551.0000	Muni R of W Fee/tel	0	2	279.27CR				
600.0000	Open Record Fees	0	3	265.20CR				
639.0000	Parks-Pavill Depos	0	2	100.00CR				
640.0000	Parks-Rental Fees	0	4	651.00CR				
645.0000	Permit/Inspt/Licens	0	10	3,808.38CR				
647.0000	Permits-Peddlers	0	1	35.00CR				
655.0000	Police Revenues	0	1	36.00CR				
665.0000	Property Tax Recpts	0	1	188,868.70CR				
666.0000	Cemetery Tax Receip	0	1	11,431.10CR				
760.0000	Sr Citizen Daily De	0	21	2,362.50CR				
860.0000	West Texas Gas	0	1	19,653.29CR				
861.0000	WWTP Disposal Fees	0	8	910.00CR				
900.0000	EDC Sales Tax	0	1	21,586.55CR				
903.0000	Loan Pmt- Thomas	0	1	551.72CR				
904.0000	Loan Pmt-Owens	0	2	807.82CR				
912.0000	Rental Pmt- Old Dod	0	1	643.39CR				
990.0000	G/L Entry	0	9	1,364.31CR				
*** GRAND TOTALS **		32	3272	1,212,857.55CR	172,356.26	964,653.24	12,404.69	63,443.1
*** CASH LONG ***				5.79CR	5.79			
*** REVISED ***				1,212,863.34CR	172,362.05			

### BNB/Brady VFD Maintenance

		Description			Other Comments		
Date	Payee	Amt	Ck #	Recurring Payment			
Jan-16							
1/1/2016	CTTC	Tower Lease	25.00	EFT	X	Tower Lease	
1/7/2016	City Brady	Deposit from City of Brady	2,283.33	DEP		Monthly Maintenance Fund money from City of Brady	
1/7/2016	Chase Ink	CE Solutions for 17 people	1,326.00	EFT		Invoice for CE Solutions for 17 people	
1/15/2016	Chase Ink	CE Solutions for Additional 3 people	234.00	EFT		Invoice for CE Solutions for Additional 3 people	
1/15/2016	HOT Healthcare	DOT Physicals for 3 Volunteers	295.00	EFT		DOT Physicals for Johnny Cook, Jeramiah Young, and Raymond Gonzales	
1/15/2015	BNB	Auto Withdraw on Loan # 55027	308.23	Auto WD	X	Payment on Loan # 55027	
1/15/2015	BNB	Auto Withdraw on Loan # 56439	914.47	Auto WD	X	Payment on Loan # 56439	

#### Explanation of Loans and Terms

Loan # 55027 - 2010 Ford F-250 4x4 Crew Cab (Command 1)  
5/9/12 thru 5/6/2017 @ 5.95% Interest = \$308.23

Loan #56439 - 2011 Ford F-250 Crew Cab (Command 2)  
6/10/2015 thru 12/15/2017 @ 3.5% Interest = \$914.47

## January 2016 Statement

Maintenance  
2/2/2016

Page 1

### Reconciliation Summary

#### BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:		5,033.06
Checks and Payments	6 Items	-3,102.70
Deposits and Other Credits	1 Item	2,283.33
Service Charge	0 Items	0.00
Interest Earned	0 Items	0.00
Ending Balance of Bank Statement:		4,213.69

#### YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:		4,213.69
Checks and Payments	1 Item	-2,078.00
Deposits and Other Credits	1 Item	0.00
Register Balance as of 2/2/2016:		2,135.69
Checks and Payments	0 Items	0.00
Deposits and Other Credits	0 Items	0.00
Register Ending Balance:		2,135.69

January 2016 Statement

Maintenance  
2/2/2016

Page 2

Uncleared Transaction Detail up to 2/2/2016

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
1/15/2016	167	VFIS	Volunteer Ins. 2016/2017	Insurance		-2,078.00
Total Uncleared Checks and Payments					1 Item	-2,078.00
Uncleared Deposits and Other Credits						
9/30/2015	158	Berkley C-Store (VOID)	Fuel	Auto		0.00
Total Uncleared Deposits and Other Credits					1 Item	0.00
Total Uncleared Transactions					2 Items	-2,078.00



# BRADY NATIONAL BANK

*Satisfying Needs . . .*

*Building Relationships*

P.O. Box 111  
BRADY, TX 76825

101 SOUTH BLACKBURN  
(325) 597-2104

[Bank Home Page](#) [MEMBER FDIC](#)

Date 1/29/16      Page 1  
Account Number 103655

BRADY VOLUNTEER FIRE DEPT INC  
MAINTENANCE FUND  
216 WEST COMMERCE  
BRADY TX 76825

## SUMMARY OF ACCOUNTS

ACCOUNT NO	TYPE OF ACCOUNT	CURRENT BALANCE	ENCLOSURES
103655	REGULAR CHECKING	4,213.69	2

REGULAR CHECKING	103655	Image Statement	2
Account Number		Statement Dates	1/01/16 thru 1/31/16
Previous Balance	5,033.06	Days in the statement period	31
1 Deposits/Credits	2,283.33	Average Ledger	4,829
1 Checks/Debits	295.00	Average Collected	4,829
5 Electronic Debit	2,807.70		
Service Charge	.00		
Interest Paid	.00		
Ending Balance	4,213.69		

## DEPOSITS

DATE	DESCRIPTION	AMOUNT
1/07	RDA REGULAR DEPOSIT	2,283.33

## OTHER WITHDRAWALS AND FEES

DATE	DESCRIPTION	AMOUNT
1/04	EPAY CHASE 5760039224 01/04/16	1,326.00
1/06	CentTX Pmt Central Tx Tele 1750853485 01/06/16	25.00
1/15	1/3 OF PMT ON LOAN # 55027	308.23
1/15	LOAN # 56439	914.47
1/19	LOAN # 56439 EPAY CHASE 5760039224 01/19/16	234.00



# BRADY NATIONAL BANK

*Satisfying Needs . . .*

*Building Relationships*

P.O. Box 111  
BRADY, TX 76825

101 SOUTH BLACKBURN  
(325) 597-2104

[Bank Home Page](#) [MEMBER FDIC](#)

Date 1/29/16  
Account Number

Page 2  
103655

REGULAR CHECKING

103655 (Continued)

## CHECKS AND OTHER ITEMS IN SERIAL NUMBER OR DATE ORDER

DATE	CHECK NO	AMOUNT
1/26	50006	295.00

\*Denotes Skip in Check Number

## DAILY BALANCE SECTION

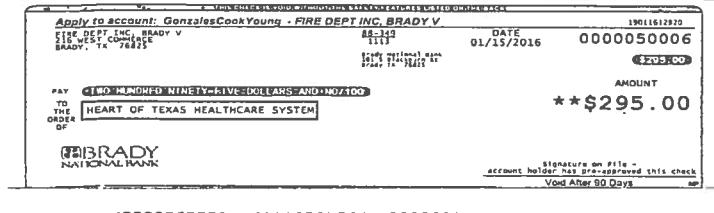
DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
1/01	5,033.06	1/07	5,965.39	1/26	4,213.69
1/04	3,707.06	1/15	4,742.69		
1/06	3,682.06	1/19	4,508.69		

**Remote Deposit****Credit**

**The Brady National Bank RDA Services**  
Mobile MicroBusiness **BRADY VOLUNTEER FIRE**  
01 S. Blackburn St  
Brady, Texas 76825  
325-597-2104

Date: 1/7/2016  
Items: 1  
Amount: \$2,283.33  
Batch ID: 1439155642  
Account ID: 207333 898405  
Acct Num: 103655  
AuxOnUs: 124491126

RDA REGULAR DEPOSIT Date: 01/07 Amount: \$2,283.33



DDA REGULAR CHECK Date: 01/26 Amount: \$295.00

Heart of Texas Healthcare System

Occupational Medicine  
ATTN: Shauna 325-792-3947  
2008 Nine Road  
Brady, TX 76825

# Invoice

Date	Invoice #
12/8/2015	3109

Bill To
BRADY VOLUNTEER FIRE DEPARTMENT, INC LYNN WHITE 216 W COMMERCE BRADY, TX 76825

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	City of Brady Pre-employment Physical JEREMIAH YOUNG 645-56-9135	100.00	100.00
<i>Paid 1-15-16 EFT</i>			
<b>Total</b>			\$100.00

Heart of Texas Healthcare System

Occupational Medicine

ATTN: Shauna 325-792-3947

2008 Nine Road

Brady, TX 76825

# Invoice

Date	Invoice #
12/1/2015	3075

Bill To
BRADY VOLUNTEER FIRE DEPARTMENT, INC LYNN WHITE 216 W COMMERCE BRADY, TX 76825

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	City of Brady Pre-employment Physical RAYMOND GONZALES 639-26-7132	100.00	100.00
<i>Paid 01-15-16 EFT</i>			
<b>Total</b>			\$100.00

Heart of Texas Healthcare System

## Invoice

Occupational Medicine  
ATTN: Shauna 325-792-3947  
2008 Nine Road  
Brady, TX 76825

Date	Invoice #
12/7/2015	3092

Bill To  
BRADY VOLUNTEER FIRE DEPARTMENT, INC  
LYNN WHITE  
216 W COMMERCE  
BRADY, TX 76825

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	DOT Physical JOHNNY COOK 462-69-7596	95.00	95.00
	<p style="text-align: center; transform: rotate(-15deg);">Paid 01-15-16 EFT</p>		



## Pay Bills

You've successfully scheduled this payment.

Payee	Pay From	Send On	Deliver By	Amount	Status Transaction No.
All Accounts ...5146	BRADY NATIONAL BANK (...3655)	12/31/2015	12/31/2015	\$1,326.00	<input checked="" type="checkbox"/> Pending 2471650921

Total: \$1,326.00

JPMorgan Chase Bank, N.A. Member FDIC  
Equal Opportunity Lender



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Welcome BRADY VOLUNTEER FIRE DEPT

lynne ditndoc@centex.net | Last logged on at 4:31 PM ET on 10/27/2015 | [See session summary](#)

Little steps mean  
big security.  
[Learn more](#)



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**Account Summary****BRADY VOLUNTEER FIRE DEPT****Credit cards****\$1,326.00****12,998****Payments & Transfers**[Pay credit card](#)[Transfer balances](#)[See statements](#)[Pay a Person using Chase  
QuickPay<sup>SM</sup>](#)[Chase Paymentech Sign-On](#)[Create a list of your favorite accounts](#)**Business Accounts****Business Card Summary for BRADY VOLUNTEER FIRE DEPT****All Accounts**

Current balance*	\$1,326.00	See activity
Payment due date	<b>01/07/2016</b>	See statements
Minimum payment due	<b>\$25.00</b>	Pay credit card
Balance last statement	<b>\$1,326.00</b>	
Available credit*	\$4,974.00	Transfer balances
Total credit limit*	\$6,300.00	

 Ultimate Rewards logo

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[Go to Ultimate Rewards](#)

 Blueprint Home page[Go to BLUEPRINT](#) Ink Home page[Download Receipts & Tags](#)**Card Details**

L. WHITE (...5146)

[See activity](#)[See expense reports](#)[See more information](#) **Available Services** Services Notices**Paperless Statements**  L. WHITE (...5146)**Alerts**  Enrolled

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**Subject:** CE Solutions Payment Confirmation  
**From:** noreply@ems-ce.com  
**To:** lynne\_ditchdoc@centex.net  
**Date:** Friday, 13/11/2015 4:07 PM

Lynne White,

We have received your payment for the invoice below.

Invoice

**CE Solutions**  
PO Box 3004  
Marble Falls, TX 78654  
Voice: 888-447-1993  
Fax: 888-711-8396  
Email: [support@ems-ce.com](mailto:support@ems-ce.com)

**Invoice**

**Sold To:**  
Brady Fire & EMS  
Attn: Lynne White  
216 West Commerce  
Brady, TX 76825

**Date:** November 13, 2015  
**Reference #:** 128772  
**Paid date:** November 13, 2015  
**PO #:** Per William Cox/Lynne White  
**Notes:** EMS/Fire Online CE Training Program (2 Years) - Department Account

Item Description	Price	Quantity	Amount
2-Year Unlimited CEU Program	\$78.00	17	\$1,326.00
Total:			\$1,326.00

Again, thank you for choosing CE Solutions.

Best Regards,

**CE Solutions**  
PO Box 3004  
Marble Falls, TX 78654  
Voice: 888-447-1993  
Fax: 888-711-8396  
Email: [support@ems-ce.com](mailto:support@ems-ce.com)



November 13, 2015

Brady Fire and EMS  
Attn: Assistant Chief William Cox  
216 W. Commerce  
Brady, Texas 76825

**RE: Continuing Education Quote for: Brady Fire and EMS**

Dear Assistant Chief Cox,

Thank you for your interest in CE Solutions Online Continuing Education Program.

As requested, your quote for a group rate for **17 additional new members** (in addition to your current members) is as follows:

**2-Year Unlimited Continuing Education Program is \$78.00 per member, billed on a single invoice. This computes to an annual investment of \$39.00 per member.**

**Why Choose CE Solutions?**

- CE Solutions has one of the largest course libraries available with enough content to satisfy your members' Fire & EMS recertification requirements.
- CE Solutions administration area is undeniably the best in the industry -- simple yet robust.
- CE Solutions allows you to track and report on all in-house and online continuing education and on all certifications.
- CE Solutions, founded in June 1997, quickly became a leader in the online continuing education industry. We haven't rested on our laurels. Every day we strive to improve our program, to lead the way and to remain a pioneer in the Fire and EMS continuing education industry. We continually add new content on a regular basis.
- We still answer the phone. When you call, you will speak with a real, live, friendly and very knowledgeable person. You'll be glad to know that if you leave a voice message after hours, it will be delivered to the on-call staff immediately. When it comes to Fire & EMS continuing education, CE Solutions is the "Go to Company".

We firmly believe that if you evaluate CE Solutions, you too will make the choice that departments across the nation have made and that choice is to become a part of the CE Solutions family. We look forward to doing business with you.

We can only hold the prices in this quotation for 45 days from the date of proposal. To ensure the lowest prices, please reply ASAP.

Best regards,

*Nancy*

— Nancy Amos  
Regional Account Manager | CE Solutions  
[nancy@ems-ce.com](mailto:nancy@ems-ce.com) | <http://www.ems-ce.com>  
Main: [512-715-9333](tel:512-715-9333) | Fax: [888-711-8396](tel:888-711-8396)

- EMS/FIRE Continuing Education for the Real World -

Page 1 of 2

**CE Solutions**

PO Box 3004 / Marble Falls, Tx 78654 / Toll-Free: 888-447-1993 / Main: 512-715-9333  
Fax: 512-715-9444 / [www.ems-ce.com](http://www.ems-ce.com) / [support@ems-ce.com](mailto:support@ems-ce.com)





Page 2 of 2

# QUOTE

Date: November 13, 2015

To

Brady Fire and EMS  
Attn: Assistant Chief William Cox  
216 W. Commerce  
Brady, Texas 76825  
Phone: 325-597-2311 (Alt: 281-787-5076)  
Fax: 325-597-1625  
Email: wcox@bradytx.us

Quotation Prepared By	Payment Terms	Quote Expiration Date	
Nancy Amos	Net 30 Days	45 Days from Quote	
Qty	Description	Unit Price	Line Total
17	2-Year Unlimited Fire & EMS CEU Program	\$78.00	\$1,326.00
<b>Total</b>			<b>\$1,326.00</b>

We look forward to doing business with you and thank you for considering CE Solutions as your continuing education provider.

We can only hold the prices in this quotation for 45 days from the date of proposal. To ensure the lowest prices, please reply ASAP.

To accept this quotation, reply via email or sign here and return:

CE Solutions

PO Box 3004 / Marble Falls, Tx 78654 / Toll-Free: 888-447-1993 / Main: 512-715-9333  
Fax: 512-715-9444 / [www.ems-ce.com](http://www.ems-ce.com) / [support@ems-ce.com](mailto:support@ems-ce.com)



## Pay Bills

You've successfully scheduled this payment.

Payee	Pay From	Send On	Deliver By	Amount	Status Transaction No.
All Accounts ...5146	BRADY NATIONAL BANK (...3655)	1/15/2016	1/15/2016	\$234.00	<input checked="" type="checkbox"/> Pending 2490117556

Total: \$234.00

JPMorgan Chase Bank, N.A. Member FDIC  
Equal Opportunity Lender

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Welcome BRADY VOLUNTEER FIRE DEPT

[Secure Message Center](#) | [Customize Accounts](#)lynne\_ditchdoc@centex.net | Last logged on at 1:22 PM ET on 01/12/2016 | [See session summary](#)

Chase Ink(R) Your Points At A Glance. See the points you've earned and ways to earn even more. [View Points](#)



What can we do better?

WE'RE LISTENING ➤

You have earned rewards so have a little fun.

[Redeem Now](#)**Account Summary****BRADY VOLUNTEER FIRE DEPT****Credit cards****\$234.00**

Create a list of your favorite accounts

**13,232****Business Accounts****Business Card Summary for BRADY VOLUNTEER FIRE DEPT****All Accounts**

Current balance*	\$234.00	See activity
Payment due date	<b>02/07/2016</b>	See statements
Minimum payment due	<b>\$25.00</b>	Pay credit card
Balance last statement	<b>\$234.00</b>	
Available credit*	\$6,066.00	Transfer balances
Total credit limit*	\$6,300.00	



› Show Rewards balance  
› Go to Ultimate Rewards

 Blueprint Home page

› Go to BLUEPRINT



› Download Receipts &amp; Tags

**Card Details**

L. WHITE (...5146)

See activity

See expense reports

See more information

**Payments & Transfers**[Pay credit card](#)[Transfer balances](#)[See statements](#)[Pay a Person using Chase QuickPay<sup>SM</sup>](#)[Chase Paymentech Sign-On](#)**Customer Center**[Try Chase Mobile](#)[Manage Account Alerts](#)[Change my Password](#)[Change mailing address, phone and/or email](#)[Delegate with Access and Security Manager](#)[Go to Download Center](#)[Add employee card](#)[Change spending limit](#)[Create expense report](#)[Manage accounts](#)**Available Services**[Services](#)[Notices](#)[Paperless Statements](#)  L. WHITE (...5146)**Alerts**  Enrolled

## Invoice

**CE Solutions**  
PO Box 3004  
Marble Falls, TX 78654  
Voice: 888-447-1993  
Fax: 888-711-8396  
Email: [support@ems-ce.com](mailto:support@ems-ce.com)

**Invoice**

**Sold To:**  
Brady Fire & EMS  
Attn: Lynne White  
216 West Commerce  
Brady, TX 76825

**Date:** December 14, 2015  
**Reference #:** 129500  
**Paid date:** January 12, 2016  
**PO #:** Per William Cox (Email to N.Amos  
**Notes:** EMS/Fire Online CE Program for 3  
Additional

Item Description	Price	Quantity	Amount
2-Year Unlimited CEU Program	\$78.00	3	\$234.00
Total:			\$234.00



# **Central Texas Telephone Cooperative Inc.**

## **The Hometown Advantage!**

**With Offices  
Serving You  
8:00 - 5:30 M-F**

Goldthwaite  
1012 Reilley Street

San Saba  
208 East Brown Street

CTC

**CUSTOMER CARE 1-800-535-8904**

<b>Invoice Totals</b>				<b>Subtotal</b>
<b>Leasing Service</b>				25.00
<b><u>Subtotal Current Charges</u></b>				<b>\$ 25.00</b>
 <b>Service Summary</b>				
<b>Leasing Service</b>	Adj	Charges	Taxes Surcharges Fees	<b>Subtotal</b>
-Leasing Service		25.00		25.00
		25.00		25.00
 <b>Summary of Charges By Type of Service</b>				
 Non Basic Service		Past Due	Current	<b>Subtotal</b>
		\$ 0.00	\$ 25.00	\$ 25.00
		0.00	25.00	25.00

<b>Balance Forward</b>		
Previous Bill		\$ 25.00
Payment made on Dec 5	\$ 25.00cr	
Total payments through Dec 21		\$ 25.00cr
<b>Balance Before Current Charges</b>		<b>\$ 0.00</b>

### Changes Detail

### Charge Sheet

**Leasing Service**  
*Recurring Charges (Jan 01 - Jan 31)*  
Lease Tower  
**Total for Leasing Service**

### Account Summary for: Brady Volunteer Fire Dept

Account Number	00005711-0
Invoice Number	10708904
Service Identifier	Leasing Service
Billing Date	Jan 01, 2016
Past Due After	Jan 16, 2016
Previous Bill	\$ 25.00
Previous Payments	\$ 25.00
Adjustments	\$ 0.00
Previous Balance	\$ 0.00
Advance Payments	\$ 0.00
Current Charges	\$ 25.00
<b>Total Due</b>	<b>Bank Deduct - Do Not Pay</b>

## Important Messages

Visit our Online Bill Payment Website to view or pay your bill!  
Access your account 24 hours a day.  
Visit us online at [centex.net](http://centex.net)

Please do not pay. The amount of this bill will be deducted from your account on the 5th-7th. Any adjustments will be reflected on your next statement.

**Total Amount Due** **\$ 25.00**

Please detach at perforation and return bottom portion with your payment. Make checks payable to Central Texas Telephone Cooperative, Inc.



## **Central Texas Telephone Company**



PO Box 1619  
Goldthwaite, Tx 76844-1619

Address Service Requested

Account Number	00005711-0
Invoice Number	10708904
Service Identifier	Leasing Service
Billing Date	Jan 01, 2016
Past Due After	Jan 16, 2016
<b>Total Due</b>	<b>Bank Deduct - Do Not Pay</b>

Check here for address changes, credit card payments, or other automatic payment options (see back for details).

Amount Enclosed: \$

**REMIT TO:**

**Bank Deduct - Do Not Pay...**



McCulloch County / Brady Senior Citizens Program Center  
 Sunset Senior Center, 214 W. Lockhart  
 Brady, Texas 76825  
 (325) 597-2946 Fax: (325) 597-3912

Rosie Gomez, Director  
 Monthly Reports for 2015-2016

SERVICES	FISCAL YEAR 2015-2016												
	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APR.	MAY	JUNE	JULY	AUG.	SEPT.	To Date Total
Meals @ Sunset Center	901	720	725	712									3,058
Meals sent-Helping Hands	382	287	340	331									1,340
Home Delivered Meals	836	703	814	833									3,186
Total Meals	2,119	1,710	1,879	1,876	-	-	-	-	-	-	-	-	7,584
Medicaid Trips	84	53	60	59									256

SERVICES	FISCAL YEAR 2014-2015												
	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APR.	MAY	JUNE	JULY	AUG.	SEPT.	To Date Total
Meals @ Sunset Center	931	631	722	742	696	847	827	771	900	929	851	863	9,710
Meals sent-Helping Hands	527	402	524	332	254	340	324	341	367	371	460	447	4,689
Home Delivered Meals	1,014	731	870	822	646	766	790	778	923	939	859	849	9,987
Total Meals	2,472	1,764	2,116	1,896	1,596	1,953	1,941	1,890	2,190	2,239	2,170	2,159	24,386
Medicaid Trips	105	51	14	13	42	55	35	52	57	73	75	75	624

Brady Municipal Golf Course  
Monthly Report

FY 15

Item	FY 2014	FY 2015	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Totals
Rounds	2677	1630	91	55	41	69									\$256.00
Green Fees	\$22,625.82	\$19,837.72	\$11,094.16	\$539.00	\$761.98	\$834.00									\$3,229.14
Membership Rounds		3785	140	115	108	187									\$550.00
Student Rounds		457	9	4	2	20									\$55.00
Total Rounds		5872	240	174	151	276	0	0	0	0	0	0	0		\$841.00
Cart Fee	3216	1945	132	96	106	6									\$340.00
Cart Fee Revenues	\$1,608.39	\$1,085.59	\$69.50	\$52.50	\$56.00	\$10.00									\$188.00
Cart Rentals	1218	1217	81	40	43	55									\$219.00
Cart Revenue	\$20,058.97	\$19,840.52	\$1,150.00	\$600.00	\$573.59	\$596.74									\$3,020.33
Cart Shed Rental	\$12,306.75	\$11,186.50	\$0.00	\$0.00	\$0.00	\$10,776.00									\$10,776.00
Vending Revenue	\$15,703.72	\$16,558.58	\$1,006.61	\$464.62	\$258.53	\$383.37									\$2,113.13
Memberships	279	368	26	26	30	51									\$133.00
Membership Fees	\$27,902.56	\$39,915.18	\$1,412.00	\$2,851.00	\$2,985.60	\$7,302.00									\$14,550.60
Driving Range	519	471	16	13	23	12									\$64.00
Range Revenue	\$2,260.46	\$2,018.92	\$72.00	\$64.00	\$103.00	\$48.00									\$287.00
Misc.	\$5.81	\$140.64	\$10,000.49	\$0.84	\$1.28	\$1.55									\$10,004.16
<b>Total Revenue</b>	<b>\$102,472.48</b>	<b>\$110,583.65</b>	<b>\$14,804.76</b>	<b>\$4,571.96</b>	<b>\$4,739.98</b>	<b>\$20,051.66</b>	<b>\$0.00</b>	<b>\$44,168.36</b>							

None of the above figures included sales tax



**CITY OF BRADY**  
**CITY COUNCIL CORRESPONDENCE**

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**TO:** **BRADY CITY COUNCIL**  
**FROM:** **STEVE THOMAS, CHIEF OF POLICE**  
**THROUGH:** **KIM LENOIR, CITY MANAGER**  
**SUBJECT:** **MONTHLY POLICE REPORT FOR JANUARY 2016**  
**DATE:** **FEBRUARY 9, 2016- FISCAL YEAR 2015-16**

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TYPE	CURRENT MONTH	YEAR TO DATE
Person Crimes	24	101
Property Crimes	45	189
Narcotics Crimes	14	25
Disturbances	36	164
Felony Arrests	16	47
Misdemeanor Arrests	11	37
Suspicious Person/Vehicle	54	210
Felony Warrant	15	42
Misdemeanor Warrant	4	12
D.W.I.	5	15
Alarms	13	49
Agency Assist	32	91
Public Assist	2	13
Escorts	13	35
Animal Calls	13	63
Traffic Direction	5	29
Close Patrols	31	277
Civil Matters	24	75
Juvenile	20	61
Crash Investigation	12	58
Welfare Concerns	33	100
Information	32	159
Court	3	15
Citations	45	172
Warnings	120	321
Building Checks	16	282
Misc. Incidents	283	1,073
Supplements	7	33
Follow-ups	31	125
Reports	52	185



## MEMORANDUM

February 12, 2016

**To:** City Council

**From:** Kim Lenoir, City Manager

**Subject:** Monthly Update of Civic Center Construction Project

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The monthly construction progress meeting was held February 9, 20% of the time has lapsed, 6% of the budget spent. The contractor is behind schedule but was not concerned with completing on time. The demolition has been completed, septic tank removed, and expansion pad sites compacted and density tests approved.

Work on framing and rebar of the expanded concrete pads is beginning next. A pre-pour concrete construction meeting will be held near the end of the month on-site with all parties involved, before any concrete is poured. Concrete mix design is being submitted for review.

City provided cut-sheets for the kitchen equipment that will be purchased separate from Waldrop's contract. Metal building and masonry colors are still under review. Metal building shop drawings are being resubmitted for KSA approval.

Staff also held a pre-construction meeting with the utility sub-contractor for the sewer line extension. TXDOT attended and approved the traffic safety plan and ROW construction permit. Sub-contractor and staff walked the site and visited with adjacent landowners. Work will begin on the sewer line after the new water service is installed, probably in March. Current plan in building the sewer line is to build a section at a time, each day to avoid leaving open ditches. Staff also met on-site to review location of new buried pad mount electric service to be installed.

Other issues addressed this past month include:

- 11 submittals reviewed and approved; 2 open

Waldrop Construction Project Contract Budget: \$1,727,046

Billed to date (less 5% retainage): \$99,572.35

Percentage completed: 6%

Size of the grand hall is 9,940 S.F.

Size of the overall building is 94ft x 140ft or 13,160 S.F.

Next Monthly Progress Meeting, March 8, 10am, Service Center

**Hotel Occupancy Monthly Tax Grant Recipients thru January 31, 2016  
FY 2015/2016**

<u>Group</u>	<u>Amount</u>	<u>Proposed use</u>	<u>Event Date</u>
Approved			
Pending			
Morgan Military Aviation Museum	\$10,000.00	Advertising and Orchestra	
McCulloch County Historical Commission	\$5,200.00	Advertising and Insurance	May 20-21
Brady Golf Association	\$3,500.00	Advertising and Promotional Items	April 8-9
Heart of Texas Country Music Museum	\$10,000.00	Promotion and Marketing	April 2-3
			March 17-27

**CITY OF BRADY  
HOTEL/MOTEL TAX USE POLICY**

**Purpose:** The City Council for the City of Brady hereby adopts this policy in order to assure compliance with Texas Statutes and to fairly and prudently distribute Hotel/Motel Tax Fund revenues for approved activities, programs, and events.

**Authorization:** The City of Brady, as authorized by Chapter 351 of the Texas Tax Code, levies a local hotel/motel occupancy tax to promote tourism within the city. The proceeds of this tax are used to promote a number of local events that bring overnight travelers to the city.

**Statutorily Authorized Use of Hotel/Motel Tax Revenues:** There is a two-part test that every expenditure of local Hotel/Motel tax revenue must pass to be valid. First, the expenditure must directly enhance and promote tourism and the convention and hotel/motel industry.

Second, every expenditure must clearly fit into one of the nine statutory categories for expenditure of local hotel/motel tax revenues as follows:

1. Fund the establishment, improvement or maintenance of a convention center or visitor information center.
2. Fund administrative costs for facilitating convention registration.
3. Fund tourism-related advertising and promotion of the city or its vicinity.
4. Fund programs that enhance the arts.
5. Fund historical restoration or preservation programs.
6. Fund sporting events which majority of participants are tourists.
7. The promotion of tourism by the enhancement and upgrading of existing sports facilities or fields
8. The funding of transportation systems for tourists
9. Signage directing the public to sights and attractions that are visited frequently by hotel guests in the municipality

Under section 351.101 of the Texas Tax Code there are 12 categories, however 3 do not apply to the City of Brady

**Policy:** The City of Brady will consider requests for Hotel/Motel revenue for convention centers, arts programs, and historical restoration on a case-by-case basis. Requests must be submitted to the City by May 1 of each year to insure inclusion in the following fiscal year budget.

For tourism-related and sporting activities, programs, and events the council will generally adhere to the following guidelines:

- Organizers of the event must declare that the event will draw visitors to the city that will stay overnight in one of the local motels.
- Funds for these events will be available for actual cost of providing notice of the event through newspaper and other publication advertising, radio and television advertising, posters, and other forms of notice that may be approved by the city council.
- Event organizers should submit a list of scheduled activities, programs, or events, with estimated costs, for any given year on the approved form (Appendix 1).
- After the activity, program, or event, the organizer shall submit receipts and/or invoices for approval by the City Council.

This policy is duly approved and adopted by the City Council of the City of Brady on the \_\_\_\_ day of \_\_\_\_, 2014.

Signed: \_\_\_\_\_

Attest: \_\_\_\_\_

Anthony Groves, Mayor

Christi Badilla, City Secretary

**City of Brady**  
**Request for Hotel/Motel Funds**

**Organization Requesting Funds:** \_\_\_\_\_

**Name of Organization Contact Person:** \_\_\_\_\_

**Address of Contact Person:** \_\_\_\_\_

**Phone Number of Contact Person:** \_\_\_\_\_

← →  
State law requires that all organizations that are directly or indirectly funded by the local hotel/motel occupancy tax must annually provide a list of scheduled activities, programs, or events that they will offer that will directly enhance and promote tourism and the convention and hotel/motel industry. Please list all activities, programs, or events your organization has planned for the year \_\_\_\_\_.

**Activity, Program or Event** \_\_\_\_\_

**Amount of Funds Requested:** \_\_\_\_\_

**Requested Funds to be used for:** \_\_\_\_\_

**Estimated Impact on Motel Occupancy:** \_\_\_\_\_

**Which Expenditure Category Is Relevant to This Project:** \_\_\_\_\_

**Activity, Program or Event** \_\_\_\_\_

**Amount of Funds Requested:** \_\_\_\_\_

**Requested Funds to be used for:** \_\_\_\_\_

**Estimated Impact on Motel Occupancy:** \_\_\_\_\_

**Which Expenditure Category Is Relevant to This Project:** \_\_\_\_\_

**Activity, Program or Event** \_\_\_\_\_

**Amount of Funds Requested:** \_\_\_\_\_

**Requested Funds to be used for:** \_\_\_\_\_

**Estimated Impact on Motel Occupancy:** \_\_\_\_\_

**Which Expenditure Category Is Relevant to This Project:** \_\_\_\_\_

← →

**Signature of Contact Person** \_\_\_\_\_ **Date:** \_\_\_\_\_

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	9-02-2014	<b>AGENDA ITEM</b>	
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding Resolution 2014- Establishing Policies and Procedures for the disbursement of Hotel Occupancy Tax funds through a grant program.		
<b>PREPARED BY:</b>	Kim Lenoir & Peter Lamont	<b>Date Submitted:</b>	8-29-2014
<b>EXHIBITS:</b>	Resolution 2014-027		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>			

#### **SUMMARY:**

This policy will allow the City to disburse Hotel Occupancy Tax funds to eligible activities through the form of grants. The policy provides for criteria and eligibility in accordance with State Tax Code. These grants will be used to promote tourism and hotel occupancy within Brady.

#### **RECOMMENDED ACTION:**

Approve resolution 2014-027 of the City of Brady, Texas authorizing the implementation of policies for the disbursement of Hotel Occupancy Tax funds through a grant program.

*Approved  
9-2-14*