



**BRADY**  
THE CITY OF  
**TEXAS**

Board of Directors

Lauren Bedwell  
President

Don Miller  
Vice President

Jon Chase  
Board Member

Tracy Pitcox  
Board Member

Michele Derrick  
Board Member

Ex-officio Members

Anthony Groves  
Mayor

Vacant  
Mayor Pro Tem

Kim Lenoir  
City Manager

Erin Corbell  
Chamber of Commerce

Staff

Peter Lamont  
Director

Lisa Remini  
Treasurer

Jessica Sutton  
Secretary

**BRADY ECONOMIC DEVELOPMENT CORPORATION**  
**REGULAR QUARTERLY MEETING AGENDA**  
**May 30, 2017 AT 6:00 PM**

NOTICE is hereby given of a meeting of the Brady Economic Development Corporation, City of Brady, McCulloch County, State of Texas, to be held at 6:00pm on May 30, 2017, at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas, for the purpose of considering the following items. The Brady Economic Development Corporation 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.

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

**2. APPROVAL OF MINUTES – 03/28/2017**

**3. REPORTS/PRESENTATION ITEMS**

**A. Presentation of Quarterly Financial Reports**

**4. INDIVIDUAL CONCERNS**

**A. Discussion, consideration and possible action supporting the Concho Valley Workforce Development Board's (CVWDB) Work Ready Communities Initiative.**

**B. Discussion, consideration and possible action on the Economic Development Corporation Current Fiscal Year 2017 Budget.**

**C. Discussion, consideration and possible action on the Economic Development Corporation Proposed Fiscal Year 2018 Budget.**

**D. Discussion, consideration and possible action on Economic Development Corporation Planning Retreat.**

**E. Presentation and discussion of the updated Retail Coach information.**

**F. Future Agenda Items – Members may request items to be considered for future agendas, discussion will be limited to whether the item should be placed on future agendas or not.**

**5. Executive Session, if needed.**

The BEDC 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), and 551.087 (Economic Development). Additionally, the following items are anticipated for Executive Session:

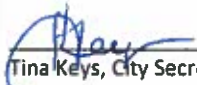
A. Pursuant to Section 551.087 (Economic Development)

- a. Discussion of potential economic development projects
- b. Discussion of potential business retention projects

**6. Open Session Action on Any Executive Session Item listed above, if needed.**

**7. ADJOURNMENT**

I certify that this is a true and correct copy of the Brady Economic Development Corporation Meeting Agenda and that this notice as posted on the designated bulletin board at City of 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 5/26/17, 2017 by 5:00 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](mailto:citysec@bradytx.us).

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The Brady Economic Development Corporation of the City of Brady, Texas met in a Regular Bi-Monthly Meeting on Tuesday, March 28, 2017 at 6:00 p.m. at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas. BEDC President Lauren Bedwell presided over the meeting. BEDC Board Members present were Lauren Bedwell, Don Miller (Vice President), Jon Chase, Michele Derrick, and Tracy Pitcox. Also in attendance were Mayor Tony Groves, Council Member Jim Griffin, City Manager Kim Lenoir, Director Peter Lamont, Board Secretary Jessica Sutton, and Chamber President Erin Corbell.

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

President Lauren Bedwell called the meeting to order at 6:01 p.m. Roll was called and a quorum was certified by the Board Secretary.

**2. APPROVAL OF MINUTES FROM 1/24/2017**

Board Member Derrick moved to approve the minutes from January 24<sup>th</sup>, 2017. Board Member Chase seconded the motion. All board members voted "aye" and none "nay". Motion carried in a 5 – 0 vote.

**3. INDIVIDUAL CONCERNS**

- A. Discussion, consideration and possible action on the use of BEDC Funds for Directed Infrastructure Projects. Director Lamont presented. He explained we, as a Type A can do targeted infrastructure projects, and said he recently confirmed this with the City Attorney. This includes specific site improvements, such as those done for Chicken Express and Holiday Inn. President Bedwell said "moving forward this plays to our strengths and broadens our options." Vice President Miller asked, "why we remain a Type A?" The Board clarified it is because Type B and MDD have been voted down previously, but (an exception to this) the Civic Center Renovation Project, a Type B-project, having gone on the ballot, was approved by election and became a reality. The Board discussed hopes for projects. Director Lamont said this item, mostly intended for discussion, requires no action. He said he will work on bringing projects to the Board. No action was taken.
- B. Discussion, consideration and possible action on the BEDC Strategic Plan Update – SWOT Analysis, Mission/ Vision/ Goals review. Director Lamont presented, saying he would like to readdress and (re)define the Board's Mission, Vision and Goals. Chamber President Corbell suggested looking at Alysia Cook, "a premier economic-development professional in Texas." Board Member Derrick agreed, saying she wants to use a professional and does not want to be broad with definitions, but defined and focused. Director Lamont said SWOT should include everything; succinctness comes in the mission, vision, (goals). Vice President Miller asked cost of professional. Chamber President Corbell estimated \$3,000 for a three-year term. Director Lamont has not yet received a quote, but wants not less than five years for Strategic Plan. Lamont said he will reach out to Cook for a quote and get a

scope of work then look at scheduling the retreat next. Board Member Derrick suggested Board give Lamont the go-ahead if quote for plan is under \$5,000, to book it and the retreat to discuss Strategic Plan. Board Member Derrick made the motion for staff to move forward if quote is under \$5,000. Motion was seconded by Vice President Don Miller. All board members voted "aye" and none "nay". Motion carried in a 5 – 0 vote.

- C. Discussion, consideration and possible action on moving the May Meeting to May 30 to support Budget Preparation. Director Lamont presented and noted the July 1 deadline to present budget to City Council. He also noted City Manager Lenoir and Director of Finance/BEDC Treasurer Remini are scheduled to be out of town during the week of May 22 and the regularly scheduled meeting date of May 23. He discussed the importance of having Lenoir and Remini at the budget discussions. Board Member Derrick made the motion to move the May 23 meeting to May 30. Motion was seconded by Board Member Pitcox. All board members voted "aye" and none "nay". Motion carried in a 5 – 0 vote.
  
- D. Discussion of Items for FY18 Budget. Director Lamont presented and Board reviewed EDC's original budget. For budget purposes Board Member Derrick asked for the final number paid for Civic Center Renovation Project. Lamont explained total cost of project came under budget, although last invoices are still funneling in, with final walk-thrus and site visits to come. Board Member Pitcox asked for a Fish House update relating to budget. Lamont gave a brief update on Fish House progress, saying local sand plants (Premier and Fairmount) are partnering together for a community services project to haul off the old marina on April 22. Board Member Chase asked if construction materials and debris (now) off the beach. Lamont said 'yes' and explained City crews had been able to get that done. He estimated completion of Fish Hose in three weeks, once Docks of Texas returns to the project. Budget discussion continued with talk of required expenditures (funding The Retail Coach and advertising), travel and training, and the lack of property taxes now required due to a recent change in law. Lamont noted he sees advertising potential in more trade and industry publications especially trucking industry magazines. He hopes to attend a truck show in August and expects to make good contacts and get good leads while there. Lamont explained the request for the Marketing line item should be 10% of revenue; Marketing line item will rollover each year. This is the only item allowed for rollover. Vice President Miller asked if there was anyway of tracking responses for (current) ads. Lamont said, "we ask when contacted, how did you hear about us?," but without contacts there is really no way to know. Lamont is suggesting changing tactics, e.g. the truck show. Lamont also suggested stepping up our online presence and using a site selector geared towards industry specifics. He then asked the Board for areas they suggest targeting for increased expenditures. President Bedwell noted her concern that Fund Balance is not increasing more. Vice President Miller asked if we should contribute more to Fund Balance. President Bedwell agreed it may need to be discussed further. Board Member Derrick noted we should not

be concerned about Fund Balance before targeting [project], and said that overall she believes Budget to be "inline." No action was required.

- E. **Future Agenda Items – Members may request items to be considered for future agendas, discussion will be limited to whether the item should be placed on future agendas or not. Note: Next Meeting – May 30, 2017.** Director Lamont opened discussion, reminding the Board of Budget review. Board Member Derrick requested that something be setup with Opportunity Strategies as approved in Item 3.B. and retreat planning begin. Vice President Miller asked for a projected timeframe of the retreat. Lamont said it should be a one- or two-day event; he will get pricing, then provide prospective dates. Chamber President Corbell advised she is not available the end of June and July. City Manager Lenoir advised City Council may want to join retreat.

Closed Open Session at 7:03 p.m. and did not go into Executive Session citing no further business.

#### 4. Executive Session, if needed.

The BEDC 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), and 551.087 (Economic Development).

#### 5. Open Regular Session for Action on Any Executive Session Item listed above, if necessary.

No further action was taken there being no Executive Session and no return to any item in Regular Session as there was no further business.

#### 6. ADJOURNMENT

There being no further business, President Lauren Bedwell moved to adjourn. Motion was seconded by Board Member Derrick. Board adjourned at 7:03 p.m.

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Lauren Bedwell, President

Attest: \_\_\_\_\_  
Jessica Sutton, Board Secretary

# Brady EDC

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	05-30-17	<b>AGENDA ITEM</b>	3.A
<b>AGENDA SUBJECT:</b>	Presentation of quarterly financial reports		
<b>PREPARED BY:</b>	Lisa Remini	<b>Date Submitted:</b>	05-25-17
<b>EXHIBITS:</b>	Financial Statement as of March 2017 Investment Activity Report Sales Tax Data Report Check Register Report Contract Report Fixed Asset Report		
<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>	<ol style="list-style-type: none"> <li>1. Fund Balance as of March 31, 2017 equals \$439,234.37</li> <li>2. EDC sales tax collections through March 2017 total \$112,510.25, and are \$24,000, 18%, less than last fiscal year at this time.</li> <li>3. EDC Sales Tax collections are 46.88% of budget goals. Therefore, mid-year budget review recommends that the budget projections for sales tax revenues be reduced by \$20,000.</li> <li>4. Year to date interest earned on deposits equals \$1,935.88</li> <li>5. 16 checks were issued for a total of \$104,946.76 for invoices charged to the FY 17 budget for the second fiscal quarter.</li> <li>6. The following contract payments are past due as of March 31, 2017:             <ul style="list-style-type: none"> <li>• Thomas Loan - Past due for January, February and March payments. However, the January payment was made on April 6, 2017. No further payments have been made. A third demand letter for payment has been sent certified as of May 18<sup>th</sup>.</li> </ul> </li> </ol>
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<b>RECOMMENDED ACTION:</b>	This report is informational only. No action is required
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## STATEMENT OF REVENUES &amp; EXPENDITURES - BUDGET vs. ACTUAL

AS OF: MARCH 31ST, 2017

FISCAL MONTH: 6 50%

90 -ECONOMIC DEV CORP

90-ECONOMIC DEV CORP

REVENUES	CURRENT BUDGET	MONTHLY ACTUAL	YEAR-TO-DATE ACTUAL	PRIOR YEAR REVENUE	BALANCE REMAINING	% OF BUDGET
<u>General Revenues</u>						
4-90-600.00 Corporation Sales Tax	240,000	21,857.87	112,510.25	136,525.30	127,489.75	46.88
4-90-605.00 Interest Income	3,000	424.84	1,935.88	1,829.53	1,064.12	64.53
4-90-610.00 Loan Income- Davenport	0	0.00	0.00	0.00	0.00	0.00
4-90-612.00 Loan Income- Thomas	6,621	551.72	2,206.88	4,965.48	4,414.12	33.33
4-90-613.00 Loan Income- Owens	4,039	807.82	2,827.37	2,423.46	1,211.63	70.00
4-90-630.00 Rental Income- HOT Aircraft	0	0.00	0.00	0.00	0.00	0.00
4-90-631.00 Rental Income- City of Brady	1,540	0.00	1,540.00	3,080.00	0.00	100.00
4-90-632.00 Rental Income- Old Dodge Cross	7,721	1,286.78	3,216.95	3,860.34	4,504.05	41.66
4-90-650.00 Reimbursements	0	0.00	0.00	0.00	0.00	0.00
4-90-651.00 Centex funds	0	0.00	0.00	0.00	0.00	0.00
4-90-655.00 Donations	0	0.00	0.00	0.00	0.00	0.00
TOTAL General Revenues	262,921	24,929.03	124,237.33	152,684.11	138,683.67	47.25
TOTAL REVENUES	262,921	24,929.03	124,237.33	152,684.11	138,683.67	47.25

EXPENDITURES	CURRENT BUDGET	MONTHLY ACTUAL	YEAR-TO-DATE ACTUAL	PRIOR YR EXPENDITURES	BALANCE REMAINING	% OF BUDGET
<u>Contract Services</u>						
5-90-201.00 Marketing FY 13	0	0.00	0.00	0.00	0.00	0.00
5-90-202.00 Marketing FY 14	0	0.00	0.00	2,821.00	0.00	0.00
5-90-203.00 Marketing FY15	0	0.00	0.00	4,000.00	0.00	0.00
5-90-204.00 Marketing FY16	0	0.00	0.00	7,284.00	0.00	0.00
5-90-205.00 Marketing FY17	24,000	2,850.00	20,065.00	0.00	3,935.00	83.60
5-90-211.00 Professional / Legal Fees	1,000	87.50	87.50	652.20	912.50	8.75
5-90-212.00 Audit	0	0.00	0.00	0.00	0.00	0.00
5-90-213.00 Contract for Services-CO Brady	88,715	88,715.00	88,715.00	36,300.00	0.00	100.00
5-90-214.00 Contract for Services-Chamber	0	0.00	0.00	0.00	0.00	0.00
5-90-230.00 Debt Service	30,000	5,000.00	15,000.00	15,000.00	15,000.00	50.00
5-90-240.00 Community Dev- Civic Center	60,700	0.00	0.00	700,000.00	60,700.00	0.00
5-90-241.00 Community Dev- MCCA	0	0.00	0.00	0.00	0.00	0.00
5-90-242.00 Community Dev- Lake Marina	24,931	0.00	13,967.47	48,146.70	10,963.53	56.02
5-90-280.00 Annual Land Lease- COBrady	250	0.00	250.00	250.00	0.00	100.00
5-90-295.00 Bad Debt Expense	0	0.00	0.00	0.00	0.00	0.00
TOTAL Contract Services	229,596	96,652.50	138,084.97	814,453.90	91,511.03	60.14

<u>Supplies/Repair/Expenses</u>						
5-90-300.00 Travel and Training	8,000	382.64	2,748.61	1,915.16	5,251.39	34.36
5-90-301.00 Membership Dues / Fees	1,000	0.00	750.00	550.00	250.00	75.00
5-90-302.00 Insurance	100	0.00	0.00	0.00	100.00	0.00
5-90-303.00 Office Supplies	500	0.00	7.70	0.00	492.30	1.54
5-90-304.00 Office Equipment	500	0.00	0.00	0.00	500.00	0.00
5-90-305.00 Meeting Provisions	250	0.00	175.00	0.00	75.00	70.00
5-90-310.00 Building Repair / Maintenance	3,000	0.00	0.00	0.00	3,000.00	0.00
5-90-340.00 Property Taxes	2,500	0.00	0.00	3,365.73	2,500.00	0.00





## STATEMENT OF REVENUES &amp; EXPENDITURES - BUDGET vs. ACTUAL

AS OF: MARCH 31ST, 2017

FISCAL MONTH: 6 50%

90 -ECONOMIC DEV CORP

EXPENDITURES	CURRENT BUDGET	MONTHLY ACTUAL	YEAR-TO-DATE ACTUAL	PRIOR YR EXPENDITURES	BALANCE REMAINING	% OF BUDGET
<hr/>						
<u>BEGINNING FUND BALANCE</u>						
3150.00 Fund Balance	456,763		456,763.32	1,039,510.11		
TOTAL BEGINNING FUND BALANCE	456,763		456,763.32	1,039,510.11		
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FUND TOTAL REVENUES	262,921	24,929.03	124,237.33	152,684.11	138,683.67	47.25
FUND TOTAL OTHER SOURCES	0	0.00	0.00	0.00	0.00	0.00
FUND TOTAL REV. & OTHER SOURCES	262,921	24,929.03	124,237.33	152,684.11	138,683.67	47.25
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FUND TOTAL EXPENDITURES	245,446	97,035.14	141,766.28	820,284.79	103,679.72	57.76
FUND TOTAL OTHER (USES)	0	0.00	0.00	0.00	0.00	0.00
FUND TOTAL EXPENDITURES & OTHER (USES)	245,446	97,035.14	141,766.28	820,284.79	103,679.72	57.76
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FUND TOTAL REV. & OTHER SOURCES						
OVER/(UNDER) EXP. & OTHER (USES)	17,475	( 72,106.11)	( 17,528.95)	( 667,600.68)	35,003.95	100.00
	=====	=====	=====	=====	=====	=====
<hr/>						
TOTAL ENDING FUND BALANCE	474,238		439,234.37	371,909.43		
	=====		=====	=====		

BRADY EDC  
INVESTMENT ACTIVITY  
3/31/2017

			<u>Interest Rate</u>
<b>Brady National Bank</b>			
Depository Balance	\$	438,228.96	1.01%
<b>Y-T-D Interest Earnings</b>			
Depository Balance	\$	1,935.88	

# 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

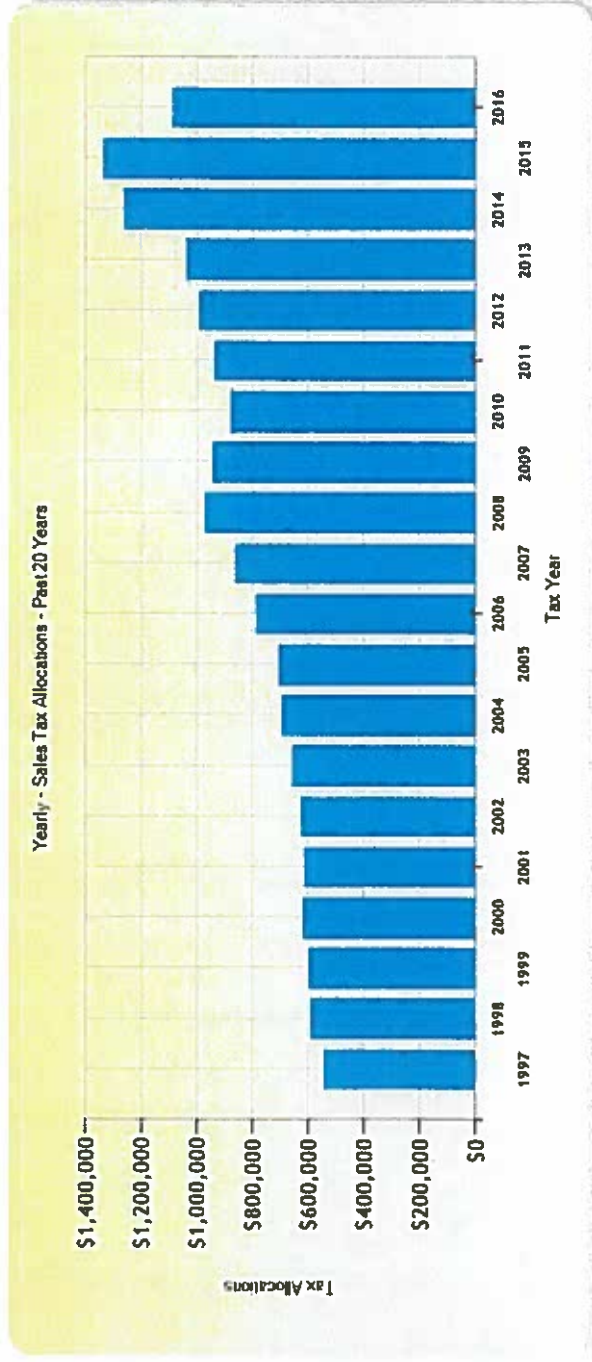
09/30/2018

[Submit](#)

By Fiscal Year 10/01 - 09/30

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2017	\$87,306	\$91,161	\$89,413	\$100,033	\$109,289	\$86,358	\$97,988	\$101,730	\$0	\$0	\$0	\$0	\$763,279
2016	\$143,834	\$112,101	\$107,933	\$98,515	\$113,278	\$84,869	\$85,238	\$96,257	\$81,982	\$80,944	\$94,673	\$85,349	\$1,184,973
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

1 2 3 4 >



PACKET: 10545 EDC

VENDOR SET: 99

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : 90 Brady EDC Checking#660217

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
3030	EDC- Texas Economic Development Council I-5751	Membership Renewal/2017 Dues	H	1/04/2017		500.00CR	001127	500.00
2970	EDC- City Of Brady I-201704172189	Airport Property per Lease	H	1/11/2017		250.00CR	001131	250.00
3442	EDC-Don Miller I-201704172190	TEDC Wrkshop 12/9	H	1/17/2017		372.89CR	001132	372.89
3313	EDC-Docks of Texas I-1200 BL	Brady Lake Marina	H	1/30/2017		3,912.31CR	001133	3,912.31
3220	EDC-Elliott Electric Supply, Inc I-27-15115-01	enclosure,strip light,supplies	H	2/09/2017		379.77CR	001141	379.77
3218	EDC-The Retail Coach, LLC I-2529	Marketing Services	H	2/14/2017		7,000.00CR	001134	7,000.00
2970	EDC- City Of Brady I-201704172191	Reimburse for EDC, Lettering	H	2/15/2017		7.70CR	001135	7.70
3080	EDC-Texas Midwest Community Network I-2016269	2017 Annual Membership Dues	H	2/28/2017		250.00CR	001136	250.00
3350	EDC-Conway Data I-01016927	2017 TX Wide Open for Business	H	3/16/2017		2,200.00CR	001137	2,200.00
3082	EDC- Card Service Center I-201704172192	Community Develop Institue	H	3/21/2017		67.49CR	001138	67.49
3116	EDC- Peter Lamont I-201704172193	Mileage Reimbursement	H	3/21/2017		315.15CR	001139	315.15
2970	EDC- City Of Brady I-201704172194	Service Contract Per Budget	H	3/21/2017		88,715.00CR	001140	88,715.00
3220	EDC-Elliott Electric Supply, Inc I-27-15115-02 I-27-15116-01	Enclosures for Fish House conduit,loadcentre,breaker	H H	3/29/2017 3/29/2017		109.74CR 83.61CR	001141 001141	 193.35
3443	EDC-Dan's Machine & Welding, LLC I-043784	angle iron,bandsaw,supplies	H	3/29/2017		45.60CR	001142	45.60

PACKET: 10545 EDC

VENDOR SET: 99

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : 90 Brady EDC Checking#660217

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
3219	EDC-KNEL-FM I-17030062	5557-03 H.O.T Music Ad Chrg	H	4/13/2017		650.00CR	001143	650.00

## \* \* T O T A L S \* \*

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	15	0.00	104,859.26	104,859.26
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	15	0.00	104,859.26	104,859.26

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

4/28/2017 11:23 AM

A / P CHECK REGISTER

PAGE: 1

ACCOUNT: 10586 EDC

VENDOR SET: 99

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : 90 Brady EDC Checking#660217

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2989	EDC- Denton, Navarro, Rocha & Bernal I-12420	Legal Srvc-Eminent Domain	H	4/26/2017		87.50CR	001145	87.50

## \* \* T O T A L S \* \*

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	1	0.00	87.50	87.50
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	87.50	87.50

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

BRADY ECONOMIC DEVELOPMENT CORPORATION  
CONTRACT STATUS REPORT  
3/31/2017

**REVENUES**

Notes Receivable

1. Thomas Development

Note: Past due for January, February, March payments.  
January payment received 4/06/17.

2. Owens Heating and Air Conditioning

Rental Income

1. Old Dodge Crossing

**EXPENDITURES**

Note Payable

1. CNB Note #2000002073

Purpose	Maturity	Status	Monthly Pmt	Balance Due
Purchase 300 South Bridge Street	2/15/27	Past Due	\$551.72	\$57,952.05
Purchase 1 Service Truck	7/1/17	Current	\$403.91	\$1,205.22
Rent Capco Building with option to purchase	5/14/23	Current	\$643.39	
Construct Airport Hangar	2/1/19 with balloon payment due \$29,624.37	Current	\$2,500.00	\$76,847.03





**BRADY**  
THE CITY OF  
**TEXAS**

201 East Main • P.O. Box 351 • Brady, Texas 76825  
**325.597.2152 • fax 325.597.2068 • <http://bradytx.us>**

**Brady Economic Development Corporation**

**3<sup>rd</sup> Notice**

Thursday, May 18, 2017

***mailed CMRRR 7016 2710 0000 7429 5351***

Jennifer Thomas  
dba Thomas Developments  
P.O. Box 484  
Brady, TX 76825-0484

RE: Evidencing the carrying of insurance, indebtedness evidenced by Promissory Note dated March 1, 2012, in the original principal amount of \$80,000 due and unpaid to Brady Economic Development Corporation (BEDC), executed by Jennifer, dba Thomas Developments ("Indebtedness), Trustee Fee originally requested in letter issued March 11, 2016, and Delinquent Taxes for Tax Account Number 22641 at Property Description being the Northeast 1/4 of Block 108, Luhr Addition, City of Brady, McCulloch County, Texas

Ms. Thomas,

Please furnish a certificate evidencing the carrying of insurance as required under Deed of Trust dated March 12, 2012 between the Brady Economic Development Corporation (Beneficiary) and Jennifer Thomas, dba Thomas Developments, (Grantor) for the property located at 300 S. Bridge Street, Brady, Texas. Under terms of the contract, grantor will carry property insurance with a company authorized to do business in the State of Texas and providing policy limits of not less than the value of the building with grantor named as loss payee. Additionally, not less than ten (10) days prior to the expiration of such policy, certificates of the insurers bearing notations evidencing the payment of renewal premiums shall be delivered to beneficiary.

Additionally, your payments to the BEDC remain in arrears. The BEDC appreciates your recent payments for November, December and January payments paid in January, March and April, but desires to see your payments made current, February 15, 2017 through May 15, 2017, then proceed with the previously agreed to schedule of payments. You are currently in arrears for a total outstanding balance of \$2,206.88. As stated in past notices, if your account is not brought current immediately, or does not remain current, then further legal action may be required.

Also, we are required to request payment for the trustee's fee of \$207.22 for professional services rendered in connection with the preparation and mailing of the default letter issued to you February 12,

2016. The request for this fee has been made four times previously, by certified letters issued March 11, 2016, July 20, 2016, February 2, 2017, and March 3, 2017. Please remit payment immediately.

Furthermore, BEDC has received Notice of Intent to File Tax Foreclosure Lawsuit for Tax Account Number 22641, at property description being the Northeast 1/4 of Block 108, Luhr Addition, City of Brady, McCulloch County, Texas; Assessed Name: Thomas Developments. As of February 2, 2017, current payment of \$1806.87 is owed and payable directly to McCulloch County Appraisal District, 306 W. Lockhart Street, Brady, Texas 76825-4113. This amount reflected the tax due if paid by March 31, 2017. Please provide evidence of payment of all taxes due.

Please deliver a copy of proof of insurance, payments, trustee's fee and evidence of tax payments to:

Brady Economic Development Corporation  
P.O. Box 351  
Brady, TX 76825-0351

Thank you for your prompt attention to these matters,



Peter Lamont  
BEDC Director  
[plamont@bradytx.us](mailto:plamont@bradytx.us)  
T: 325.597.2152 ext. 211  
F: 325.597.2068

cc: Lisa Remini, Treasurer

	Asset Description	Location	Date Acquired	Cost / Mkt Value	Taxable Value	Life/mo	Accumulated Depreciation	Book Value	Zoning	Plan of Action
1	Capco Building	208 N. Grove Street	12/29/2003	\$87,058.53	\$97,100.00	480	\$27,749.83	\$59,308.70	CML	Rent-Old Dodge Crossing
	Land 0.310 ac - Capco		12/29/2003	\$9,673.17	\$10,130.00	N/A	N/A	\$9,673.17		
2	Airport Hangar	3852 N. Bridge Street	12/29/2010	\$365,894.52	\$365,894.52	240	\$105,194.67	\$260,699.85	CML	Rent -Currently have a month-to-month contract with Jake's Garage and Aviation
3	Land 0.144 ac	502 W 10th Street	1/1/2015	\$3,130.00	\$3,130.00	N/A	N/A	\$3,130.00	Res	For Sale
4	Land 0.241 ac	1308 N. Grant Street	1/21/2015	\$840.00	\$840.00	N/A	N/A	\$840.00	Res	For Sale
	Total			\$466,596.22			\$132,944.50	\$333,651.72		

ASSET ID: 90-90-BF-1  
 FUND/DEPT: 90-90 ECONOMIC DEV CORP  
 SERIAL #: N/A  
 TAG #:  
 PRI/SEC LOCATION: Airport

CLASS: BF  
 TYPE: NORMAL  
 UNITS: 0.00  
 LAST EDIT: 3/03/2017  
 NOTE:

DESC: Airport Hangar

METHOD OF ACQ: Construction  
 DATE ACQUIRED: 12/29/2010  
 ORIGINAL COST: 365,894.52  
 IMPROVED COST: 0.00  
 PARTIAL DISPOSAL: 0.00  
 ADJUSTED ASSET COST: 365,894.52

ASSET CONTROL: 90-1510.00 Property & Fixed Assets  
 VENDOR: -  
 INVOICE:  
 PO NUMBER:  
 METHOD OF DISP:  
 DATE DISPOSED:

INS POLICY:  
 INS COMPANY:  
 EXPIRATION:  
 POLICY VALUE:  
 REPLACEMENT VALUE:

0.00  
 0.00

DEPRECIABLE: YES  
 DEPR METHOD: STRAIGHT LINE  
 ACCUM DEPR: 105,194.67  
 BALANCE: 260,699.85  
 DATE LAST DEPR: 9/2016  
 SALVAGE VALUE: 0.00  
 REPLACEMENT COST: 0.00

ORIGINAL LIFE: 240  
 IMPROVED LIFE: 0  
 TOTAL LIFE: 240

ACCUM DEPR ACCOUNT EXPENSE ACCOUNT PERCENT  
 90-1511.00 90-5-90-501.00 100

COMMENTS:  
 PS - Cash

ASSET ID: 90-90-BF-2  
 FUND/DEPT: 90-90 ECONOMIC DEV CORP  
 SERIAL #: N/A  
 TAG #:  
 PRI/SEC LOCATION: W Grove St

CLASS: BF  
 TYPE: NORMAL  
 UNITS: 0.00  
 LAST EDIT: 11/06/2015  
 NOTE:

DESC: Capco Building - 208 W. Grove Street

METHOD OF ACQ: Purchase  
 DATE ACQUIRED: 12/29/2003  
 ORIGINAL COST: 87,058.53  
 IMPROVED COST: 0.00  
 PARTIAL DISPOSAL: 0.00  
 ADJUSTED ASSET COST: 87,058.53

ASSET CONTROL: 90-1510.00 Property & Fixed Assets  
 VENDOR: -  
 INVOICE:  
 PO NUMBER:  
 METHOD OF DISP:  
 DATE DISPOSED:

INS POLICY:  
 INS COMPANY:  
 EXPIRATION:  
 POLICY VALUE:  
 REPLACEMENT VALUE:

0.00  
 0.00

DEPRECIABLE: YES  
 DEPR METHOD: STRAIGHT LINE  
 ACCUM DEPR: 27,749.83  
 BALANCE: 59,308.70  
 DATE LAST DEPR: 9/2016  
 SALVAGE VALUE: 0.00  
 REPLACEMENT COST: 0.00

ORIGINAL LIFE: 480  
 IMPROVED LIFE: 0  
 TOTAL LIFE: 480

ACCUM DEPR ACCOUNT EXPENSE ACCOUNT PERCENT  
 90-1511.00 90-5-90-501.00 100

COMMENTS:  
 FS - Cash

ASSET ID: 90-90-LD-1  
FUND/DEPT: 90-90 ECONOMIC DEV CORP  
SERIAL #: N/A  
TAG #:  
PRI/SEC LOCATION: W Grove St

CLASS: LD  
TYPE: NORMAL  
UNITS: 1.00  
LAST EDIT: 11/06/2015  
NOTE:

DESC: Land - Capco Building  
208 W Grove Street

METHOD OF ACQ: Purchase  
DATE ACQUIRED: 12/29/2003  
ORIGINAL COST: 9,673.17  
IMPROVED COST: 0.00  
PARTIAL DISPOSAL: 0.00  
ADJUSTED ASSET COST: 9,673.17

ASSET CONTROL: 90-1510.00 Property & Fixed Assets  
VENDOR:  
INVOICE:  
PO NUMBER:  
METHOD OF DISP:  
DATE DISPOSED:

INS POLICY:  
INS COMPANY:  
EXPIRATION:  
POLICY VALUE:  
REPLACEMENT VALUE:

DEPRECIABLE: NO

ASSET ID: 90-90-LD-2  
FUND/DEPT: 90-90 ECONOMIC DEV CORP  
SERIAL #:  
TAG #:  
PRI/SEC LOCATION: N Grant St

CLASS: LD  
TYPE: NORMAL  
UNITS: 0.00  
LAST EDIT: 10/23/2015  
NOTE:

DESC: Land - 0.241 ac 1308 N.Grant Street

METHOD OF ACQ: Donation  
DATE ACQUIRED: 1/21/2015  
ORIGINAL COST: 840.00  
IMPROVED COST: 0.00  
PARTIAL DISPOSAL: 0.00  
ADJUSTED ASSET COST: 840.00

ASSET CONTROL: 90-1510.00 Property & Fixed Assets  
VENDOR:  
INVOICE:  
PO NUMBER:  
METHOD OF DISP:  
DATE DISPOSED:

INS POLICY:  
INS COMPANY:  
EXPIRATION:  
POLICY VALUE:  
REPLACEMENT VALUE:

DEPRECIABLE: NO

GENERAL NOTES:

10/23/2015 kphillips  
0.241 ac on 1308 N Grant Street were donated by Greg & Donna Rogers.  
House is not in livable condition & has to be demolished - per Peter Lamont.

COMMENTS:  
PS - Donation

ASSET ID: 90-90-LD-3  
FUND/DEPT: 90-90 ECONOMIC DEV CORP  
SERIAL #:  
TAG #:  
PRI/SEC LOCATION: 502 W 10th

CLASS: LD  
TYPE: NORMAL  
UNITS: 1.00  
LAST EDIT: 10/30/2015  
NOTE:

DESC: Land 0.144 ac - 502 W 10th Street

METHOD OF ACQ: Donation  
DATE ACQUIRED: 1/01/2015  
ORIGINAL COST: 3,130.00  
IMPROVED COST: 0.00  
PARTIAL DISPOSAL: 0.00  
ADJUSTED ASSET COST: 3,130.00

ASSET CONTROL: 90-1510.00 Property & Fixed Assets  
VENDOR:  
INVOICE:  
PO NUMBER:  
METHOD OF DISP:  
DATE DISPOSED:

INS POLICY:  
INS COMPANY:  
EXPIRATION:  
POLICY VALUE:  
REPLACEMENT VALUE:

DEPRECIABLE: NO

GENERAL NOTES:

10/30/2015 kphillips  
This property was donated by Michael Seal

COMMENTS:

FS - Donation


CLASS TOTALS BY DEPARTMENT  
ACTIVE ASSETS

FUND	DEPT	CLASS	NUMBER	ORIGINAL COST	ADJUSTED COST	SALVAGE VALUE	DEPRECIATION	NET VALUE
90	90	BF	2	452,953.05	452,953.05	0.00	132,944.50	320,008.55
90	90	LD	3	13,643.17	13,643.17	0.00	0.00	13,643.17
=====								
DEPT 90 TOTALS:			5	466,596.22	466,596.22	0.00	132,944.50	333,651.72
=====								
FUND 90 TOTALS:			5	466,596.22	466,596.22	0.00	132,944.50	333,651.72
=====								
GRAND TOTALS:			5	466,596.22	466,596.22	0.00	132,944.50	333,651.72

# Brady Economic Development Corporation

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	05-30-2017	<b>AGENDA ITEM</b>	4.A.
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action supporting the Concho Valley Workforce Development Board's (CVWDB) Work Ready Communities Initiative.		
<b>PREPARED BY:</b>	Peter Lamont	<b>Date Submitted:</b>	05-26-2017
<b>EXHIBITS:</b>			
<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 Concho Valley Workforce Development Board (CVWDB) has implemented the Work Ready Communities Initiative in San Angelo and Tom Green County. Brady is the second largest city within the Board's service area. They are proposing to expand the program to Brady and McCulloch County. It would include sending staff to a series of trainings, working with employers to develop outlines of what their positions in their organizations require and testing local individuals who are either unemployed and seeking employment or seeking new employment to find the best fit.

There is no initial budgetary impact as CVWDB is seeking grants to cover the initial costs. If the program is successful, the BEDC may need to budget funds to develop the program further.

Cathy Ballard with CVWDB will be here to discuss the initiative with the BEDC.

#### **RECOMMENDED ACTION:**

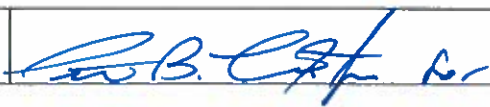
Approve Agreement with Opportunity Strategies.



# Brady Economic Development Corporation

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	05-30-2017	<b>AGENDA ITEM</b>	4.B.
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action on the Economic Development Corporation Current Fiscal Year 2017 Budget.		
<b>PREPARED BY:</b>	Peter Lamont	<b>Date Submitted:</b>	05-26-2017
<b>EXHIBITS:</b>	Updated Budget for FY17		
<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>			
<p><b>SUMMARY:</b> Sales taxes for the BEDC have not developed as anticipated. Staff has reduced expenditures to ensure that Fund Balance is not impacted in a negative fashion. Some of the reduced expenditures include, payment to the City of Brady for the Civic Center Project, office supplies, and office equipment. Additionally, funds have been reallocated to pay for the Strategic Plan Retreat.</p>			
<b>RECOMMENDED ACTION:</b>			
Recommend approval of the amended FY2017 Budget to City Council.			

CITY OF BRADY  
BUDGET PLANNING REPORT  
FISCAL YEAR 2017 - 2018

90 -ECONOMIC DEV CORP  
90-ECONOMIC DEV CORP

EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----)			PROPOSED 2017-2018 BASE
				ORIGINAL BUDGET	CURRENT BUDGET	PROJECTED BUDGET	
<u>Contract Services</u>							
90-5-90-201.00 Marketing FY 13	1,232	268	0	0	0	0	
90-5-90-202.00 Marketing FY 14	1,607	732	2,821	0	0	0	
90-5-90-203.00 Marketing FY 15	0	0	4,000	0	0	0	
90-5-90-204.00 Marketing FY 16	0	0	10,010	0	0	0	
90-5-90-205.00 Marketing FY 17	0	0	0	24,000	24,000	21,000	
90-5-90-211.00 Professional / Legal Fees	5,331	11,116	1,671	1,000	1,000	7,000	
90-5-90-212.00 Audit	11,000	0	0	0	0	0	
90-5-90-213.00 Contract for Services-COBrady	30,000	36,000	36,300	88,715	88,715	88,715	
90-5-90-214.00 Contract fo Services - Chamber	0	0	0	0	0	0	
90-5-90-230.00 Debt Service	30,000	30,000	30,000	30,000	30,000	30,000	
90-5-90-240.00 Community Dev - Civic Center	0	150,900	725,650	60,700	60,700	55,000	
90-5-90-241.00 McCulloch Co. Conservation	4,500	0	0	0	0	0	
90-5-90242.00 Community Dev - Brady Lake Marina	0	0	48,147	7,500	24,931	24,931	
90-5-90-280.00 Annual Land Lease - COBrady	250	250	250	250	250	0	
TOTAL Contract Services	83,919	229,266	858,848	212,165	229,596	226,646	
<u>Supplies/Repair/Expenses</u>							
90-5-90-300.00 Travel and Training	4,626	4,493	3,170	8,000	8,000	7,000	
90-5-90-301.00 Membership Dues / Fees	0	850	550	1,000	1,000	1,000	
90-5-90-302.00 Insurance	0	100	100	100	100	100	
90-5-90-303.00 Office Supplies	77	0	0	0	500	200	
90-5-90-304.00 Office Equipment	0	0	0	0	500	300	
90-5-90-305.00 Meeting Provisions	32	418	105	250	250	250	
90-5-90-310.00 Building Repair / Maintenance	69	544	0	3,000	3,000	1,000	
90-5-90-340.00 Property Taxes	1,605	3,092	3,366	3,500	2,500	0	
90-5-90-650.00 Sundry	80	0	0	0	0	0	
TOTAL Supplies/Repair/Expenses	6,489	9,497	7,291	15,850	15,850	9,850	
90-5-90-400.00 Property Acquisition	0	3,970	0	0	0	0	
TOTAL Property Acquisition	0	3,970	0	0	0	0	
 TOTAL 90-ECONOMIC DEV CORP	 90,408	 242,734	 866,140	 228,015	 245,446	 236,496	 0

CITY OF BRADY  
BUDGET PLANNING REPORT  
FISCAL YEAR 2017 - 2018


90 -ECONOMIC DEV CORP

	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	( ORIGINAL BUDGET	2016-2017 CURRENT BUDGET	PROJECTED BUDGET	PROPOSED 2017-2018 BASE
BEGINNING FUND BALANCE & NET WORKING CAPITAL	642,878	916,420	1,039,510	456,763	456,763	456,763	463,188
<b>REVENUES</b>							
<u>General Revenues</u>							
90-4-90-600.00 Corporation Sales Tax	228,188	266,967	241,318	240,000	240,000	220,000	
90-4-90-605.00 Interest Income	3,749	5,015	3,096	3,000	3,000	3,000	
90-4-90-610.00 Loan Income-Davenport	64,345	48,215	0	0	0	0	
90-4-90-612.00 Loan Income-Thomas	6,621	4,965	7,724	6,621	6,621	6,621	
90-4-90-613.00 Loan Income-Owens	4,847	4,847	4,847	4,039	4,039	4,039	
90-4-90-630.00 Rental Income-HOT Aircraft	30,000	5,000	0	0	0	0	
90-4-90-631.00 Rental Income-City of Brady	18,480	18,480	18,480	1,540	1,540	1,540	
90-4-90-632.00 Loan Income-Old Dodge Cross'g	7,721	8,364	7,721	7,721	7,721	7,721	
90-4-90-650.00 Reimbursements	0	0	207	0	0	0	
90-4-90-651.00 Centex funds	0	0	0	0	0	0	
90-4-90-655.00 Donations	0	3,970	0	0	0	0	
TOTAL General Revenues	363,950	365,824	283,393	262,921	262,921	242,921	
TOTAL REVENUES	363,950	365,824	283,393	262,921	262,921	242,921	0
TOTAL AVAILABLE FUNDS	1,006,828	1,282,244	1,322,903	719,684	719,684	699,684	463,188

# Brady Economic Development Corporation

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	05-30-2017	<b>AGENDA ITEM</b>	4.C.
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action on the Economic Development Corporation Proposed Fiscal Year 2018 Budget.		
<b>PREPARED BY:</b>	Peter Lamont	<b>Date Submitted:</b>	05-26-2017
<b>EXHIBITS:</b>	Proposed Budget for FY18		
<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:** Staff has prepared a budget for the Fiscal Year 2017-2018 for the BEDC as part of the overall City Budget preparations. This budget is based on the best estimates of sales tax collections. In an effort to be conservative, staff has only taken into consideration the sales tax collections for use as expenditures. This allows the revenues from loans and interest to be applied to Fund Balance for projects as well as a source of funds should sales taxes not meet expectations.

There are two decision packages for budget increases included in this proposal. The first is for \$22,000.00 for Marketing FY18. This represents the maximum legally allotted amount for marketing. It will be used to fund the BEDC Agreement with The Retail Coach and print advertising. Staff will be evaluating potential membership in *Team Texas*, a marketing conglomerate through the Governor's Office for Economic Development and Tourism.

The second decision package is for additional travel. Currently only one individual is attending ICSC Texas Conference and Deal Making, This proposal would add a second individual to the conference. Increasing our presence, increases our appearance of commitment to the projects. The remaining funds are to send three staff to ICSC RECon which is the largest recruiting conference in the nation. Both of these additions have been endorsed by The Retail Coach as part of our marketing strategy.

#### **RECOMMENDED ACTION:**

Recommend approval of proposed FY2018 Budget to City Council.

CITY OF BRADY  
BUDGET PLANNING REPORT  
FISCAL YEAR 2017 - 2018

90 -ECONOMIC DEV CORP  
90-ECONOMIC DEV CORP

EXPENDITURES	2013-2014 ACTUAL	2014-2015 ACTUAL	2015-2016 ACTUAL	(----- 2016-2017 -----)			PROPOSED 2017-2018 BASE
				ORIGINAL BUDGET	CURRENT BUDGET	PROJECTED BUDGET	
<u>Contract Services</u>							
90-5-90-201.00 Marketing FY 13	1,232	268	0	0	0		0
90-5-90-202.00 Marketing FY 14	1,607	732	2,821	0	0		0
90-5-90-203.00 Marketing FY 15	0	0	4,000	0	0		0
90-5-90-204.00 Marketing FY 16	0	0	10,010	0	0		0
90-5-90-205.00 Marketing FY 17	0	0	0	24,000	24,000		3,000
90-5-90-211.00 Professional / Legal Fees	5,331	11,116	1,671	1,000	1,000		1,000
90-5-90-212.00 Audit	11,000	0	0	0	0		0
90-5-90-213.00 Contract for Services-COBrady	30,000	36,000	36,300	88,715	88,715		90,000
90-5-90-214.00 Contract fo Services - Chamber	0	0	0	0	0		0
90-5-90-230.00 Debt Service	30,000	30,000	30,000	30,000	30,000		30,000
90-5-90-240.00 Community Dev - Civic Center	0	150,900	725,650	60,700	60,700		55,000
90-5-90-241.00 McCulloch Co. Conservation	4,500	0	0	0	0		0
90-5-90242.00 Community Dev - Brady Lake Marina	0	0	48,147	7,500	24,931		0
90-5-90-280.00 Annual Land Lease - COBrady	250	250	250	250	250		250
TOTAL Contract Services	83,919	229,266	858,848	212,165	229,596		179,250
<u>Supplies/Repair/Expenses</u>							
90-5-90-300.00 Travel and Training	4,626	4,493	3,170	8,000	8,000		8,000
90-5-90-301.00 Membership Dues / Fees	0	850	550	1,000	1,000		1,000
90-5-90-302.00 Insurance	0	100	100	100	100		100
90-5-90-303.00 Office Supplies	77	0	0	0	500		250
90-5-90-304.00 Office Equipment	0	0	0	0	500		250
90-5-90-305.00 Meeting Provisions	32	418	105	250	250		300
90-5-90-310.00 Building Repair / Maintenance	69	544	0	3,000	3,000		1,000
90-5-90-340.00 Property Taxes	1,605	3,092	3,366	3,500	2,500		0
90-5-90-650.00 Sundry	80	0	0	0	0		0
TOTAL Supplies/Repair/Expenses	6,489	9,497	7,291	15,850	15,850		10,900
90-5-90-400.00 Property Acquisition	0	3,970	0	0	0		0
TOTAL Property Acquisition	0	3,970	0	0	0		0
 TOTAL 90-ECONOMIC DEV CORP	 90,408	 242,734	 866,140	 228,015	 245,446	 0.00	 190,150

### SUPPLEMENTAL DECISION PACKAGE

Fund : Economic Development		Department : Economic Development		Date : 6/1/17	
Fund Number	90	Department Head : P Lamont		Prepared By : P Lamont	
Category:	5	Maintenance of Existing Program :		Department Rank : 2	
Division Number:	90	New/Expanded Program Request : X		City Manager Rank :	

**Description:**

Additional travel for business recruitment

**Justification:**

In order to promote Brady as a destination for businesses we need to have a presence at the various conferences. This increase would allow one more individual to attend the International Council of Shopping Centers (ICSC) Texas Conference and Deal Making in Dallas in November. This is the largest conferenec of its kind in Texas.

It would also allow three staff to attend the ICSC RECon conference in May, in Las Vegas. This is the largest conference of its kind in the United States.

Salaries and Benefits			Capital / Commodities / Services			
JOB CLASSIFICATION	Amount	Description	Obj. Code	No.	Unit Cost	Total
101.00 REGULAR PAY		COMPUTER				
102.00 OVERTIME PAY		DESK				
107.00 CAR ALLOWANCE		VEHICLE				
110.00 HOSPITAL INSURANCE		CAPITAL OUTLAY - PROJECTS	401.00			
111.00 MUNICIPAL RETIREMENT		CAPITAL OUTLAY - VEHICLES & EQUIP	402.00			
112.00 WORKER'S COMP INS						
113.00 UNEMPLOYMENT INS		TRAVEL AND TRAINING	3000.00	1	\$6,000	\$6,000
114.00 PAYROLL TAXES						
<b>TOTAL</b>	<b>\$0</b>					
			<b>GRAND TOTAL</b>			<b>\$6,000</b>

### SUPPLEMENTAL DECISION PACKAGE

Fund : Economic Development		Department : Economic Development		Date : 6/1/17	
Fund Number	90	Department Head : P Lamont		Prepared By : P Lamont	
Category:	5	Maintenance of Existing Program :		Department Rank : 1	
Division Number:	90	New/Expanded Program Request : X		City Manager Rank :	

<b>Description:</b>
Marketing for FY 17-18

<b>Justification:</b>
State law allows up to 10% of an Economic Development Corporations annual tax receipts to be applied to marketing efforts with unspent funds rolling over to subsequent years. With an anticipated sales tax revenue of \$220,000 for FY17-18, this request would allocate \$22,000 to marketing for for the same fiscal year with an anticipated \$3,000 rolling over from FY16-17.
These funds will be applied to The Retail Coach Marketing campaign, print advertisements in site selection magazines and possibly joining Team Texas as part of a statewide cooperative for marketing and lead generation.

Salaries and Benefits			Capital / Commodities / Services			
JOB CLASSIFICATION	Amount	Description	Obj. Code	No.	Unit Cost	Total
101.00 REGULAR PAY		COMPUTER				
102.00 OVERTIME PAY		DESK				
107.00 CAR ALLOWANCE		VEHICLE				
110.00 HOSPITAL INSURANCE		CAPITAL OUTLAY - PROJECTS	401.00			
111.00 MUNICIPAL RETIREMENT		CAPITAL OUTLAY - VEHICLES & EQUIP	402.00			
112.00 WORKER'S COMP INS						
113.00 UNEMPLOYMENT INS		Marketing FY 18	206.00	1	\$22,000	\$22,000
114.00 PAYROLL TAXES						
<b>TOTAL</b>	<b>\$0</b>					
			<b>GRAND TOTAL</b>			<b>\$22,000</b>

# Brady Economic Development Corporation

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	05-30-2017	<b>AGENDA ITEM</b>	4.D.
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action on the Economic Development Corporation Planning Retreat.		
<b>PREPARED BY:</b>	Peter Lamont	<b>Date Submitted:</b>	05-26-2017
<b>EXHIBITS:</b>	Proposal from Opportunity Strategies		
<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:** At the March 28, 2017 meeting the BEDC authorized staff to work on finding a consultant to assist in developing a strategic plan for the BEDC. The board authorized staff to approve anything \$5,000.00 or less. The proposal from Opportunity Strategies, LLC is for \$4,994.00, but also requires payment for two nights' hotel and mileage from Austin, Texas. These costs raise the price to approximately \$5,500.00 thus staff is bringing this item forward for consideration.

**RECOMMENDED ACTION:**

Approve Agreement with Opportunity Strategies.



**Proposal for Professional  
Facilitation Services  
for  
2017 Economic Development  
Board Retreat  
for the  
Brady Economic Development  
Corporation**



Submitted by:

Alysia A. Cook, PCED, IOM

Opportunity Strategies LLC

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512/963-2263

## **The Project**

**Assignment:** The client, Brady Economic Development Corporation, requests professional training and facilitation services that include board development training, an economic development overview workshop, and a Strategic Plan. Participants are expected to include members of the board of directors and staff of the Brady Economic Development Corporation, and/or City government staff and elected officials they invite, and any special guests. The Strategic Plan can be a one-year, two-year, or three-year implementation. This board retreat is expected to be 2 days in July or August 2017. Exact date and times will be decided by the client.

**Final Deliverable:** The topics will include but is not limited to roles & responsibilities, best practices from other economic development organizations, allowable Type B projects, business attraction, existing business retention, working with entrepreneurs, workforce development, marketing, social media, events, committee structuring, positioning, programming, etc. The purpose is to give the leaders in Brady the tools they need to make effective and efficient decisions in the realm of economic development, and be able to ask questions about economic development and what it means for their community. The strategic planning process includes Mission development/review, Vision development/review, a SWOT Analysis, goal development, creation of strategies, development of specific action steps and metrics/key performance indicators, accountability areas (who will be responsible for what,) and timetables. The workshop can also include a team building activity at no additional charge, if requested. The strategic plan draft will be submitted to the client within 4 weeks of the retreat date.

**Pre-planning Deliverable:** The facilitator will meet via phone or about 4 weeks in advance with the client to gain a complete understanding of the program expectations. During this initial planning call, a draft agenda will be developed and submitted by the facilitator to the client. The facilitator will pursue necessary research and preparations.

## **Proposal**

**Facilitator Qualifications:** Alysia A. Cook, PCED, IOM, Principal of Opportunity Strategies LLC. Her specific skills include professional facilitation, including economic development organization and chamber of commerce board retreats and community strategic planning sessions. She has designed and presented hundreds of training programs for economic developers, chambers, downtowns, elected officials, community leaders, adult and youth leadership groups, and volunteers. She is skilled at helping community development organizations develop meaningful goals and the implementation guides to help them actually achieve those goals.

Alysia is an international public speaker. She has been a professional facilitator for 24 years, serving many communities throughout the world. For five years, she served as a curriculum developer and instructor while a member of the faculty of the Georgia Academy for Economic Development, an 8-day regional training program encouraging multi-county collaboration. She has facilitated in the Georgia

Governor's Mansion on multiple occasions for both Democrat and Republican Governors of Georgia. She currently serves as a curriculum developer and instructor at the Texas Basic Economic Development Course and has for 13 years. She serves on the faculty of the U.S. Chamber of Commerce Institute for Organization Management. She is a member of the Texas Economic Development Council (TEDC,) the Texas Chamber of Commerce Executives (TCCE,) the Association of Chamber of Commerce Executives (ACCE,) and serves on the board of directors of the Texas Downtown Association (TDA.) In 2000, she completed the Program on Negotiation for Senior Executives at Harvard Law School.

A native of Shreveport, Louisiana, Alysia graduated from Louisiana State University in Shreveport, where she earned a Bachelor of Science degree in Marketing. She is a 1994 graduate of the Basic Economic Development Course at Texas A&M University, a 1997 graduate of the Economic Development Institute (EDI) at the University of Oklahoma, a 2002 graduate of the U.S. Chamber of Commerce's Institute for Organization Management (IOM/Chamber Institute,) and a 2009 graduate of Community Development Institute (CDI.) Alysia earned her Professional Community & Economic Developer (PCED) certification in 2009 from the Community Development Council.

**Expected Results:** The workshop will be an organized interactive session that includes robust discussion, idea generation, consensus building, and goal development. The facilitator records each participant's expectations for the day at the beginning of the session so she can build in any on-the-spot expectations that may not have been included in the preplanning session with the hiring client. The goal result is accomplishment of directives, educated and satisfied participants who feel like it was worthwhile time spent, and a workable realistic document that can be used at every board meeting in 2017 to measure progress.

**Communication:** The facilitator is available to the client via email, mobile phone, and FaceTime (by appointment.) The facilitator's personal standard is to answer/return every communication within 24-hours (exceptions include international travel.)

**Equipment:** Opportunity Strategies provides 2 flipchart easels, 3M Post-It easel pads, a projector, a PC laptop or iPad, markers, handouts, projector, name tags, tent cards, and other necessary facilitation supplies. The client will need to provide a screen, room space, extension cords, and room setup (desired setup will be given by facilitator.)

#### **Expense Breakdown:**

- **Travel** - The facilitator will travel to your event via car. The 2017 IRS mileage rate of \$.535 will apply roundtrip to/from zip 79729 to your meeting space.
- **Lodging** – The facilitator requires overnight lodging the night before the session and any session that ends after 6pm or that makes same-day travel home difficult. The facilitator will book her own lodging not to exceed the area average rate.
- **Meals** – The facilitator pays for each of her own meals. No meal expenses are included in the project expenses.
- **Fee** - The total fee for this planning session with preparation & deliverable is \$4994. Additional hours can be negotiated at \$200/hour depending on if the client has additional needs for pre- or post-retreat work or consultation (advice, best practices, team building, conflict resolution, group decision making, operational assistance, various consultation requests.)
- **Terms** – The Client will pay a \$1000 deposit upon contract signing. The client will pay 60% of the remainder on the final day of the planning session delivery. Opportunity Strategies LLC will submit a final invoice for the remaining amount and expenses upon delivery of the electronic file. Final payment is due within 15 calendar days of the receipt of the invoice. All preparation, facilitation, delivery, and documentation time is included in this proposal, as are all reasonable expenses unless otherwise specified in this contract.
- Client will also be responsible to issue applicable tax documentation: IRS Form 1099 to Opportunity Strategies LLC for income earned in each tax year that exceeds \$600. Opportunity Strategies LLC will provide appropriate tax documentation including Employer Identification Number (EIN) upon execution of the contract.

**References and Testimonials:** References are available upon request. Below are recent client testimonials:

*"Our organization is fortunate to have such a professional facilitator lead our training. Thank you!! Good organizations become great organizations because they surround themselves with the very best partners. The Chamber has become a better voice for the business community in our region because of professionals like you."* ~Ray Hernandez, President of the Lewisville Area Chamber of Commerce, Lewisville, Texas

*"Alysia is the consummate professional facilitator. She engages early with staff to learn the desired outcomes and capably guides the group through the planning process with humor, poise, and sensitivity. Her skilled facilitation helped our Chamber completely revamp our approach to the program of work and resulted in increased participation across all levels of the organization. Highly recommend her and am grateful for the opportunities that I have had to work with her in the past."* ~Morgan Law, CECD, IOM (Former) President/CEO of the Robins Regional Chamber of Commerce, Warner Robins, Georgia

*"We couldn't have picked a better facilitator for our annual board retreat than Alysia with Opportunity Strategies. We thoroughly enjoyed working with her throughout the entire process. Her professionalism, insight, and capability to connect with our board was spot on. Alysia's experience working with a variety of organizations was evident throughout the strategic planning process and helped us create attainable, realistic yet forward thinking goals for our organization. Many Thanks, Alysia!" ~Sarah E. O'Brien, Past Chair of the Texas Downtown Association*

*"Our work with Alysia Cook was aimed to prioritize our economic development partner goals and outline organizational objectives. Within nine months, our economic development team has become much more unified, our roles are clear and the organization is on course to realize many of our objectives. The pace of what we have achieved was beyond our expectation. She is a seasoned professional with a skilled insight and versatility marks her ability to manage multiple stakeholders effectively. Especially when the importance of the outcome matters. I have witnessed her facilitation capabilities throughout several projects of public involvement, goal setting, and economic development plans." ~Roland A. Peña, City of San Angelo Director of Economic Development*


**Additional Good-to-Knows about the Facilitator:**

- High energy level to keep the participants enthusiastic, on-track, and results-focused
- Helps the group excel as a team
- Effectively manages individual and group dysfunctions
- Uses a proven approach for success
- Has many repeat clients and regular referrals
- Respects the expectation of being a neutral party
- Will offer advice and recommendations if/when that is part of the assignment; otherwise provides neutral services
- Extensive experience working with strong personalities including elected/appointed officials, vocal citizens, executives, at-risk youth, and protestors
- Nimble...able to shift gears quickly to adapt to changing situations

# Brady Economic Development Corporation

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	05-30-2017	<b>AGENDA ITEM</b>	4.E.
<b>AGENDA SUBJECT:</b>	Presentation and discussion of the updated Retail Coach information.		
<b>PREPARED BY:</b>	Peter Lamont	<b>Date Submitted:</b>	05-26-2017
<b>EXHIBITS:</b>			
<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>			
<p><b>SUMMARY:</b> As part of our contract with The Retail Coach, they have developed a "plug-in" for our website that displays demographic and economic data for Brady that is of interest to developers. Staff will be reviewing this information with the Board.</p>			
<b>RECOMMENDED ACTION:</b>			
No action is necessary.			