



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

Tony Groves  
Mayor

Jim Griffin  
Mayor Pro Tem

Rey Garza  
Council Member Place 1

Shelly Perkins  
Council Member Place 2

Jeffrey Sutton  
Council Member Place 3

Jane Huffman  
Council Member Place 4

Kim Lenoir  
City Manager

Tina Keys  
City Secretary

Sarah Griffin  
City Attorney

## MISSION

The City of Brady strives to share its history and encourage the development of diverse housing, employment, infrastructure, and opportunity through transparent management and financing for all residents and employees.

## CITY OF BRADY COUNCIL AGENDA REGULAR CITY COUNCIL MEETING MAY 15, 2018 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 May 15, 2018, 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 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.

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

### 2. INVOCATION & PLEDGE OF ALLEGIANCE

### 3. 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 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.*

### 4. CONSENT AGENDA: Reserved for routine items

*Consent Agendas are used to save time for the public meeting. Any item may be removed from the Consent Agenda at the request of a Council Member and considered separately following the Consent Agenda approval. All items listed on the Consent Agenda are to be with one motion "Move to approve Consent Agenda."*

- A. Approval of Audit Board for May 15, 2018.
- B. Approval of Minutes for Regular Meeting on May 1 and Special Meeting May 8, 2018.
- C. Proclamation – Lupus Awareness “Put on Purple Day” May 18, 2018.

### 5. PRESENTATION:

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### 6. PUBLIC HEARINGS:

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## 7. INDIVIDUAL CONCERNS

*City Council Members are to deliberate the following items. Staff will present the item and are prepared to answer City Council Member questions. The Mayor will recognize Council Members as the council discussed the item so everyone is heard. Once the City Council Members finish discussion, the Mayor will recognize attendees who have comments. Attendees and council members need to direct comments to the Mayor as they are recognized. When all comments are complete, the Mayor will call for a motion.*

A. Discussion, consideration and possible action regarding Resolution 2018-010 to Canvass the May 5, 2018 City of Brady General Election for City Council Place 2, Place 3, Special Election for Charter amendments, and Type A EDC to Type B EDC.

B. Recognition of outgoing Council Member Shelly Perkins, who served from May 2015 – 2018.

C. Administer Oath of Office and Swearing In of the newly elected officers:  
Missi Davis, Council Member Place 2 and Jeffrey Sutton, Council Member Place 3

(recess for reception approximately 30 minutes)

D. Discussion, consideration and possible action to elect Mayor Pro Tem.

E. Discussion, consideration and possible action regarding proposed orientation for new Council Member and board members.

F. Discussion Board Member duties, terms and vacancies.

G. Discussion, consideration and possible action regarding FY19 Budget Work Session Schedule.

H. Discussion, consideration, and possible action regarding accepting Tourism Strategic Plan prepared by Cygnet Strategies for the City of Brady and the McCulloch County Chamber of Commerce.

I. Discussion, consideration, and possible action regarding final Demolition Order 2018-22 in accordance with Code of Ordinances Section 3.207 for 306 West Marie Street (Public Hearing held 12/19/17).

J. Discussion, consideration and possible action to award the low bid to Jurgensen Pump LLC of Valley Mills, Texas and authorizing the City Manager to enter into a purchase agreement for the submersible pump motor for Well 5 replacing a faded oil-shaft vertical turbine pump (\$76,000).

K. Discussion, consideration, and possible action authorizing the Mayor to sign letter in support of the United States Special Operations Forces Exercises for three (3) years to conduct training in the City of Brady from June 1, 2018 to May 31, 2021.

L. Discussion and summary of City Council action and if procedures and processes worked.

## 8. STAFF REPORTS

- A. April Monthly Financial and Utility Reports
- B. April Monthly Activity Reports – Seniors, Golf, BPD, Animal Control, Tourism Funding, Airport, Code Enforcement, Chronic Code Complaints & Structures Inhabited without Utilities

### C. Upcoming Special Events/Meetings:

Farmer's Market – Saturdays on The Square, 9:00 a.m. – 11:00 a.m.  
May 23 – Natural Resources hosting Water Conservation Program – Civic Center  
May 27 and May 28 – Swimming Pool Opens for summer and Memorial Day  
May 28 – Memorial Day – City Offices Closed  
May 29 – Holiday Trash Schedule – Monday Service moves to Tuesday  
May 30 - Holiday Trash Schedule – Tuesday Service moves to Wednesday  
June 2/3 and 9/10 – Mission Brady Workdays

### D. Upcoming City Calendar:

May 16 – Bids open for Richards Park  
May 29 – 9am – 3pm City Council Work Session Goals & 5 year CIP Review  
May 29 – BEDC Monthly Meeting – Budget  
May 30 – 5pm Joint City/County GRW Steering Committee  
June 12 – 6pm Keep Texas Beautiful Governor's Award – Georgetown  
June 19 – 4pm Work Session – DG Ordinance

## 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. EXECUTIVE SESSION

The City Council of the City of Brady will adjourn into Executive Session for the following:

- A. Pursuant to Section 551.074 (Personnel Matters) City Council will meet to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: City Manager Lenoir and City Attorney review of duties under the City Charter

## 11. OPEN SESSION ACTION on Any Executive Session Item listed above, if needed.

## 12. 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](mailto: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 discussion on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless 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 written interpretation of the 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 551.114(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, May 1, 2018 at 6:00 pm at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas with Mayor Anthony Groves presiding. Council Members present were Jane Huffman, Jim Griffin, Shelly Perkins, and Rey Garza. City staff present were City Manager Kim Lenoir, Community Services Director Peter Lamont, Public Works Director Steve Miller, Police Chief Steve Thomas, Fire Chief Brian Meroney, Building Official Dan Greenwood, Compliance Coordinator Loya Young, City Attorney Sarah Griffin, and City Secretary Tina Keys. Also in attendance were Fernando Nandin, Sondra Turner, Harold Tacker, Carl & Jeanette Tacker, Dub Smith, JT Owens, Taylor Hoffpauir, Erin Corbell, Missi Davis, Philip Cruts, and Cody Estes.

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

Mayor Groves called the meeting to order at 6:00 p.m. Council quorum was certified.

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

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

#### **3. PUBLIC COMMENTS**

Fernando Nandin, representing the Mexican Colony, would like to see the City and Mexican Colony more united. He invited the Council to their Cinco de Mayo celebration. Would like the Council's support. Mr. Nandin also had an issue with water at his property and thanked the city for fixing the water leak.

Erin Corbell, president of Chamber of Commerce on behalf of Executive Board, spoke regarding Tourism Strategic Plan. They expect plan to be completed by the end of the week and would like to present at a workshop on May 15<sup>th</sup> as well as a discussion and action item on the agenda that evening.

#### **4. CONSENT AGENDA**

- A. Approval of Audit Board for May 1, 2018.
- B. Approval of Minutes for Regular and Work Session Meetings on April 17, 2018
- C. Discussion, consideration and possible action for a Motorcycle Awareness Proclamation and to grant approval of a noise variance for the Iron Horse Motorcycle Club Rally at the Brady Lake Gun Range on September 21 & 22, 2018

Council Member Griffin moved to approve the Consent Agenda. Seconded by Council Member Perkins. All Council Members voted "aye" and none "nay". Motion carried in a 5 - 0 vote.

Mayor Groves read and presented the Motorcycle Awareness Proclamation and photos were taken.

#### **5. PRESENTATIONS AND INDIVIDUAL CONCERNs**

There were no presentations

#### **6. PUBLIC HEARINGS AND INDIVIDUAL CONCERNs**

There were no public hearings

#### **7. INDIVIDUAL CONCERNs**

- A. Discussion, consideration, and possible action regarding approval of Demolition Order 2018-25 for 1112 South Willow Street. Peter Lamont presented. Council Member Sutton moved to approve Demolition Order 2018-25. Motion failed for lack of a second. Council Member Garza feels like the City should try to contact the owners. Council Member Perkins commented that the owners were desirous in wanting to restore the

building. Council Member Perkins moved to give the owners another 30 days and instruct staff to make an effort to contact owners. Seconded by Council Member Garza. Council Member Sutton would like to amend the motion to instruct the owners to write a timeline for progress on structure. Council Member Perkins agreed. Council Member Garza agreed. All council members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.

- B. Discussion, consideration, and possible action regarding appraisals of Davee & Dodge Heights Subdivisions as requested by Sondra Turner. Sondra Turner asked if there was another appraisal for Davee Addition. She feels like the appraisals were on the high side; in particular Lots R14 & R15. Kim Lenoir said the property owners are welcome to get their own appraisals. Mrs. Turner asked if there was any negotiating. Lenoir said if there is another appraisal by a MAI recognized appraiser, the Council could consider it. Turner asked when they will be billed for the property with this appraisal. Lenoir said staff is trying making sure there is clear title then the Council will take action to offer the properties for sale. Turner noted some of the lots are different sizes. Turner asked if they decide not to buy, what will happen. Lenoir said when the leases are up, that will be a decision the council will have to make. Council Member Huffman said the whole point was for the City to get out of leasing lake lots. She thinks another appraisal will have the same findings. Council Member Huffman went on to say if you don't buy your lake lot, and your lease is up, you run the risk of the lot being sold to somebody else. Carl Tacker said it's not prime property and commented the appraiser said the City Manager wouldn't like the appraisals. City Manager will check on what he meant. Loya Young said he researched the titles. He has taken his research to Donald Barley and he is looking at it. He still has some work to do. Loya corresponded with him just last week and expects it to move rather quickly. Staff will check with appraiser and his contract to see if he will release a copy of his appraisals to the lessees. Harold Tacker wants to make sure it's the original appraisal.
- C. Discussion and summary of City Council action and if procedures and processes worked. There was no discussion.

## **8. STAFF REPORTS**

**A. Chief Brian Meroney – Texas Commission on Fire Protection Audit Report-** Chief Brian Meroney presented a clean audit from TCFP, noted Brady is a Storm Ready Community and showed the new entry road signs, and announced the two (2) new fire trucks will arrive in Brady on Friday. Shelly Perkins applauded Chief Meroney for his accomplishments during his time here.

**B. Upcoming Special Events/Meetings:**

Farmer's Market – Saturdays on The Square, 9:00 a.m. – 11:00 a.m.  
 May 5, 7am to 7pm – Election Day – City Hall – 432 voted early which closed today.  
 May 5 – 27<sup>th</sup> Annual Duffers Golf Tournament  
 May 26 – Swimming Pool Opens for summer  
 May 28 – Memorial Day – City Offices Closed  
 May 29 – Holiday Trash Schedule – Monday Service moves to Tuesday  
 May 30 - Holiday Trash Schedule – Tuesday Service moves to Wednesday

**C. Upcoming City Calendar:**

May 3 – Mayor, City Manager and Public Works Director and Engineer will attend TWDB Meeting in Austin  
 May 7 – 9:30pm - Monthly Local Emergency Planning Committee (LEPC) – Airport (Sutton and Garza stated they would like to attend). This is not a posted public meeting, so council quorum is not allowed.  
 May 8 – P&Z Meeting  
 May 15 – 4pm DG Work Session – need to add tourism but can move Two Pro to May 29<sup>th</sup>. Staff confirmed that Council wanted to move DG discussions to June Work Session.

May 15 – 6pm Seat New Council – reception for Shelly Perkins  
May 16 – Bids open for Richards Park  
May 22 – BEDC Monthly Meeting – Budget  
May 29 – 9am – 3pm City Council Work Session Goals & 5 year CIP Review

## 9. ANNOUNCEMENTS

May 6 – 13 is National Music Week

## 10. EXECUTIVE SESSION

The City Council of the City of Brady closed the Open Meeting at 7:02pm to adjourn into Executive Session for the following:

- A. Pursuant to Section 551.071 (Consultation with City Attorney), the City Council will conduct a private consultation with the City Attorney to seek advice regarding the TCEQ Lawsuit and Proposed Settlement Statement
- B. Pursuant to Section 551.074 (Personnel Matters) City Council will meet to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: City Manager Lenoir annual review of duties under the City Charter

Executive Session was opened at 7:18 p.m. and was closed at 8:27 p.m.

## 11. OPEN SESSION ACTION on Any Executive Session Item listed above, if needed.

- A. TCEQ Lawsuit and Proposed Settlement Statement

Council Member Garza made a motion to authorize the Mayor to sign the settlement agreement with TCEQ, as reviewed in executive session with the City Attorney. Motion seconded by Council Member Perkins. All members voted “aye” and none “nay”. Motion carried in a 5 – 0 vote.

There being no further business, the Mayor adjourned the meeting at 8:29 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 a Special Meeting on Tuesday, May 8, 2018 at 4:00 p.m. at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas with Mayor Tony Groves presiding. Council Members present were Jim Griffin, Shelly Perkins, Jeffrey Sutton, Rey Garza and Jane Huffman. City staff present were City Manager Kim Lenoir, Public Works Director Steve Miller, Police Chief Steve Thomas, Fire Chief Brian Meroney and City Secretary Tina Keys. Also in attendance were Missi Davis and Lynn Farris.

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

Mayor Groves called the meeting to order at 4:00 p.m. Council quorum was certified.

## 2. Discussion and Update of Texas Water Development Board (TWDB) Board Meeting

Steven Miller presented details of the Austin TWDB Meeting May 3 that was attended by Mayor, City Manager, Keith Kindle, our engineer and himself. He also discussed further action taken by the TWDB up to today. The final construction plans for the Radium Reduction Project will be submitted to TCEQ and TWDB by July 18, 2018. Funding is expected in September 2018.

### **3. Executive Session**

The City Council of the City of Brady adjourned regular session at 4:20 p.m. and went into Executive Session at 4:22 p.m. for the following:

A. Pursuant to Section 551.074 (Personnel Matters) City Council will meet to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: Annual Review of Police Chief Steve Thomas and Fire Chief Brian Meroney

**Executive Session closed at 6:32 p.m.**

At 6:33 p.m., Mayor Groves reconvened the open session.

**4. Open Session Action on any Executive Session Item listed above, if needed**

No action.

## 5. Adjournment

There being no further business, the Mayor adjourned the meeting at 6:33 p.m.

**Mayor Anthony Groves**

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



## ***PROCLAMATION***

### ***Put on Purple Day***

***WHEREAS, an estimated 1.5 million Americans suffer from Lupus, the chronic inflammatory, autoimmune disease that can affect various parts of the body, especially the skin, joints, blood and kidneys; and***

***WHEREAS, Lupus can be difficult to diagnose because its symptoms are similar to those of many other illnesses, and major gaps exist in understanding the causes and consequences; and***

***WHEREAS, the Lupus Foundation of America, Lone Star Chapter is part of a national force devoted to solving the cruel mystery of lupus while providing caring support to those who suffer from its brutal impact; and***

***WHEREAS, the Chapter rallied the Brady community to wear the color purple and to further unify the support for those living with the disease; and***

***WHEREAS, awareness is vital in raising funds for research for those affected by lupus; and it is our responsibility as a community to advocate on their behalf and to further encourage educational programs so everyone affected by lupus can have an improved quality of life;***

***NOW, THEREFORE, BE IT PROCLAMED that I, Mayor Anthony Groves, do hereby proclaim May 18, 2018 as***

### ***Put on Purple Day***

***throughout the City of Brady, Texas and urge all citizens to support the cause of raising awareness of lupus, so that we can have a world with NO lupus.***

Given under my hand and seal of office this 15th day of May, 2018.

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*Anthony Groves, Mayor*

## Tina Keys

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**From:** Angelica Garza <[angelica@lupuslonestar.org](mailto:angelica@lupuslonestar.org)>  
**Sent:** Monday, May 01, 2017 4:32 PM  
**To:** Tina Keys  
**Subject:** May is Lupus Awareness Month - May 19 is Put On Purple Day  
**Attachments:** Proclamation Sample.docx

Greetings City of Brady,

The Lupus Foundation of America, Lone Star Chapter (LFA) is celebrating Lupus Awareness Month in May, and Lupus Awareness Day on Friday, May 19th. We're seeking community partners to spread the message of awareness for lupus and its brutal impact. As part of a national campaign to raise awareness for lupus and its devastating effects, the LFA is asking for community partners in sharing the message of education through action. Put on Purple Day is an annual event that asks the community to "Put On Purple" and let others know why you support the cause!

Attached is a sample proclamation, could the sample be used to create this year's proclamation of support for our awareness campaign?

Thank you so much for your time and consideration. I look forward to hearing back from you.

Best,

**Angelica Garza**

**Field Services Director, South Central Texas**  
**Lupus Foundation of America, Lone Star Chapter**  
6800 Park Ten Blvd  
Suite 127-North  
San Antonio, TX 78213  
210-651-9480  
[www.lupuslonestar.org](http://www.lupuslonestar.org)

# City Council

## City of Brady, Texas

### Agenda Action Form

AGENDA DATE:	05/08/2018	AGENDA ITEM	7.A.
AGENDA SUBJECT:	Discussion, consideration and possible action regarding Resolution 2018-010 to Canvass the May 5, 2018 City of Brady General Election for City Council Place 2, Place 3, Special Election for Charter amendments, and Type A EDC to Type B EDC.		
PREPARED BY:	Tina Keys	Date Submitted:	5/8/2018
EXHIBITS:	Resolution Unofficial Election Results		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			

#### SUMMARY:

As the General and Special Elections were held by the City of Brady on May 5, 2018 and that Election requires Canvassing before the results become official, this Resolution has been presented along with Unofficial results for Council's consideration.

#### RECOMMENDED ACTION:

Approve Resolution 2018-010, a Resolution of the City Council of the City of Brady, TX declaring the results of the May 5, 2018 elections official.

**RESOLUTION NO. 2018-010**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL AND GENERAL ELECTION HELD ON MAY 5, 2018**

**WHEREAS**, the City Council of the City of Brady, Texas called a General Election to be held on May 5, 2018, for the purpose of electing Council Members to serve on places two (2) and three (3) and a Special Election to be held on May 5, 2018 for propositions for or against changes to the City Charter and for or against changing from a Type A EDC to a Type B EDC, and

**WHEREAS**, from these returns, the City Council finds that the following votes were cast in the Election by voters who were resident, qualified voters of the City of Brady:

**COUNCIL MEMBER, PLACE 2:** Missi Davis - Unopposed

**COUNCIL MEMBER, PLACE 3:** Jeffrey Sutton - Unopposed

**TOTALS**

Proposition	<u>FOR</u>	<u>AGAINST</u>	
A	259	217	
B	378	98	
C	207	272	failed
D	410	64	
E	317	147	
F	254	213	
G	256	212	
H	371	91	
I	379	85	
J	321	141	
K	299	159	
L	221	240	failed
M	339	124	
N	272	192	
O	394	76	
P (EDC)	265	210	

WHEREAS, the City Council has reviewed and investigated all matters pertaining to the Election, and

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

Section 1. Election; Returns; Canvass. The City Council officially finds, determines, and declares that the Election was duly and properly conducted, that proper legal notice of such Election was given, that proper election officers were appointed prior to the Election, that the Election was legally held, that all resident, qualified voters of City of Brady were permitted to vote at the Election, that returns of the results of the Election were made and delivered, and that the City Council has duly canvassed such returns, all in accordance with the laws of the State of Texas and of the United States of America.

Section 2. Election Results for Council Member Place 2: The City Council certifies that Missi Davis was the only candidate who filed for City Council Place 2 therefore Missi Davis is hereby elected as Council Member Place 2.

Election Results for Council Member Place 3: The City Council certifies that Jeffrey Sutton was the only candidate who filed for City Council Place 3 and therefore Jeffrey Sutton is hereby elected as Council Member Place 3.

Election Results for Charter Amendments A – O: The City Council certifies that all Charter Amendment Propositions passed with the exception of Propositions C and L which failed, as further listed above and described on attached Exhibit A.

Election Results for Economic Development Corporation (EDC) Proposition P: The City Council certifies that the Brady Economic Development Corporation (EDC) Proposition P to abolish the Type A Brady Economic Development and to adopt a Type B Economic Development Corporation passed by 55 votes with 265 voting for and 210 voting against.

Section 3. Preamble Incorporation. The recitals contained in the preamble are found to be true, and such recitals are made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 4. Inconsistent Provisions. All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters ordered herein.

Section 5. Severability. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council declares that this Resolution would have been enacted without such invalid provision.

Section 6. Notice of Meeting. The City Council officially finds, determines, recites and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution is adopted was posted as required by the Open Meetings Law, Chapter 551, Texas Government Code, and that such meeting was open to the public as required by law at all times

Section 7. Effective Date. This Resolution is effective immediately upon its passage and approval.

PASSED AND APPROVED, this \_\_\_\_\_ day of May 2018.

CITY OF BRADY

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Anthony Groves, Mayor

Attest:

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Tina Keys, City Secretary

## Resolution 2018-010 EXHIBIT A

### **City of Brady Proposition A:**

Shall Section 3.01 of the City Charter be amended to correct grammatical errors and to change the terms & term limits for Mayor and City Council from three (3) consecutive terms of three (3) years each with a layout of three (3) years to three (3) consecutive terms of four (4) years each with a layout of one (1) year?

### **City of Brady Proposition B:**

Shall Section 3.02 of the City Charter be amended to delete "his," to include language from the Texas Election Code, and to comply with State law?

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**City of Brady Proposition C:**

Shall Section 3.04 of the City Charter be amended to increase the compensation of Mayor from one-hundred dollars (\$100.00) to three-hundred dollars (\$300.00) per month, the Mayor Pro Tem from sixty dollars (\$60.00) to one-hundred eighty dollars (\$180.00) per month, and other Council Members from fifty dollars (\$50.00) to one-hundred fifty dollars (\$150.00) per month?

### **City of Brady Proposition D:**

**Shall Section 3.09 of the City Charter be amended to clarify meeting dates and to update public notice requirements in conformance with State law?**

FOR - 410 AGAINST - 64

## **City of Brady Proposition E:**

**Shall Section 3.12 of the City Charter be amended to change when roll call votes are required and changes to the oath?**

## City of Brady Proposition F:

Shall Section 3.16 of the City Charter be amended to allow ordinances to be passed at two scheduled meetings under exceptional circumstances and to eliminate the need to require a vote to read only the caption of the ordinance?

### **City of Brady Proposition G:**

**Shall Section 4.02 of the City Charter be amended to clarify provisions and remove the requirement that a department head must have Council approval to be appointed or removed?**

### City of Brady Proposition H:

**Shall the Submission paragraph in Section 6.03 of the City Charter be amended to clarify when the draft budget and proposed budget is to be submitted to Council?**

**FOR - 371** **AGAINST - 91**

## Resolution 2018-010 EXHIBIT A

## **City of Brady Proposition I:**

**Shall Section 6.04 of the City Charter be amended to clarify which and when reports by the Finance Officer are required to be provided to Council?**

### **City of Brady Proposition J:**

**Shall Section 6.05 of the City Charter be amended to clarify that changes to the budget can be made to the fullest extent allowed by State law?**

FOR - 321 AGAINST - 141

### **City of Brady Proposition K:**

Shall Section 6.10 of the City Charter be removed to reduce redundancy and inefficiencies as budgets, audits, and expenditures are already posted on the city website?

## **City of Brady Proposition L:**

**Shall Section 6.12 of the City Charter be amended to change the deadline for the City Manager to provide the non-designated funds report to Council from 30 days to 60 days?**

FOR - 221 AGAINST - 240

## **City of Brady Proposition M:**

**Shall Section 7.02 of the City Charter be amended to clarify the elected office and require each candidate running for a place on City Council to pay a filing fee of \$100 or submit a petition of 100 qualified voters of the City?**

**FOR - 339** **AGAINST - 124**

## **City of Brady Proposition N:**

Shall Section 7.02 of the City Charter be amended to clarify the elected office and to allow an incumbent to seek reelection for any place on City Council?

## **City of Brady Proposition Q:**

**Shall Section 12.15 of the City Charter be amended to clarify that a City-Owned Utility may be sold or leased only if approved by a majority vote of the qualified voters of the City voting at an election for that purpose?**

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## **City of Brady Proposition P:**

TERMINATION OF THE BRADY ECONOMIC DEVELOPMENT CORPORATION, WHICH INCLUDES THE ABOLITION OF THE ½ CENT SALES AND USE TAX WITHIN THE CITY OF BRADY FOR THE PROMOTION AND DEVELOPMENT OF NEW AND EXPANDED BUSINESS ENTERPRISES UNDER CHAPTER 504 OF THE TEXAS LOCAL GOVERNMENT CODE (TYPE A CORPORATION); AND THE ADOPTION, IN THE PLACE OF THE ABOLISHED TAX, OF A ¼ CENT SALES AND USE TAX FOR THE PROMOTION AND DEVELOPMENT OF NEW AND EXPANDED BUSINESS ENTERPRISES AND OTHER LAWFUL PURPOSES PURSUANT TO CHAPTER 505 OF THE TEXAS LOCAL GOVERNMENT CODE (TYPE B CORPORATION); ALL OF WHICH WILL RESULT IN NO NET INCREASE IN SALES AND USE TAXES COLLECTED BY THE CITY OF BRADY.

**Cumulative Report - City of Brady — Unofficial  
MCCULLOCH COUNTY, TEXAS — GENERAL ELECTION — May 05, 2018**

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Total Number of Voters : 657 of 4,350 = 15.10%  
Number of District Voters: 497 of 3,291 = 15.10%

Party	Candidate	Absentee	Early	Election		Total	District Precincts Reporting 1 of 1 = 100.00%	Precincts Reporting 2 of 2 = 100.00%											
				Election															
<b>City of Brady Proposition A, Vote For 1</b>																			
For		15	42.86%	179	56.65%	65	52.00%	259	54.41%										
Against		20	57.14%	137	43.35%	60	48.00%	217	45.55%										
Cast Votes:		35	100.00%	316	95.18%	125	96.15%	476	95.77%										
Over Votes:		0	0.00%	0	0.00%	0	0.00%	0	0.00%										
Under Votes:		0	0.00%	16	4.82%	5	3.85%	21	4.23%										
<b>City of Brady Proposition B, Vote For 1</b>																			
For		28	80.00%	259	81.70%	91	73.39%	378	79.41%										
Against		7	20.00%	58	18.30%	33	26.61%	98	20.59%										
Cast Votes:		35	100.00%	317	95.48%	124	95.38%	476	95.77%										
Over Votes:		0	0.00%	0	0.00%	0	0.00%	0	0.00%										
Under Votes:		0	0.00%	15	4.52%	6	4.62%	21	4.23%										
<b>City of Brady Proposition C, Vote For 1</b>																			
For		12	34.29%	134	42.01%	61	48.80%	207	43.22%										
Against		23	65.71%	185	57.98%	64	51.20%	272	56.79%										
Cast Votes:		35	100.00%	319	96.08%	125	96.15%	479	96.38%										
Over Votes:		0	0.00%	0	0.00%	0	0.00%	0	0.00%										
Under Votes:		0	0.00%	13	3.92%	5	3.85%	18	3.62%										
<b>City of Brady Proposition D, Vote For 1</b>																			
For		30	85.71%	276	87.34%	104	84.55%	410	86.50%										
Against		5	14.29%	40	12.66%	19	15.45%	64	13.50%										
Cast Votes:		35	100.00%	316	95.18%	123	94.62%	474	95.37%										
Over Votes:		0	0.00%	0	0.00%	0	0.00%	0	0.00%										
Under Votes:		0	0.00%	16	4.82%	7	5.36%	23	4.63%										
<b>City of Brady Proposition E, Vote For 1</b>																			
For		15	45.45%	217	70.68%	85	88.55%	317	68.32%										
Against		18	54.55%	90	29.32%	39	31.45%	147	31.66%										
Cast Votes:		33	94.29%	307	92.47%	124	95.38%	464	93.36%										
Over Votes:		0	0.00%	0	0.00%	0	0.00%	0	0.00%										
Under Votes:		2	5.71%	25	7.53%	6	4.62%	33	6.64%										

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Party	Candidate	Absentee	Early	Election	Total
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**City of Brady Proposition F, Vote For 1**

For	15	45.45%	176	56.77%	63	50.81%	254	54.39%
Against	18	54.55%	134	43.23%	61	49.19%	213	45.61%
Cast Votes:	33	94.29%	310	93.37%	124	95.34%	467	93.96%
Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Under Votes:	2	5.71%	22	6.63%	6	4.62%	30	6.04%

**City of Brady Proposition G, Vote For 1**

For	14	41.18%	176	56.96%	66	52.80%	256	54.70%
Against	20	58.82%	133	43.04%	59	47.20%	212	45.30%
Cast Votes:	34	97.14%	309	93.07%	125	96.15%	468	94.16%
Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Under Votes:	1	2.86%	23	6.93%	5	3.85%	29	5.84%

**City of Brady Proposition H, Vote For 1**

For	26	76.47%	253	82.68%	92	75.41%	371	80.30%
Against	8	23.53%	53	17.32%	30	24.55%	91	19.70%
Cast Votes:	34	97.14%	306	92.17%	122	93.85%	462	92.96%
Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Under Votes:	1	2.86%	26	7.83%	8	6.15%	35	7.04%

**City of Brady Proposition I, Vote For 1**

For	24	70.59%	256	83.12%	99	81.15%	379	81.68%
Against	10	29.41%	52	16.88%	23	18.85%	85	18.32%
Cast Votes:	34	97.14%	308	92.77%	122	93.85%	464	93.36%
Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Under Votes:	1	2.86%	24	7.23%	8	6.15%	33	6.64%

**City of Brady Proposition J, Vote For 1**

For	18	58.06%	215	69.81%	88	71.54%	321	69.48%
Against	13	41.94%	93	30.19%	35	28.46%	141	30.52%
Cast Votes:	31	86.57%	308	92.77%	123	94.65%	462	92.98%
Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Under Votes:	4	11.43%	24	7.23%	7	5.38%	35	7.04%

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Party	Candidate	Absentee	Early	Election	Total
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**City of Brady Proposition K, Vote For 1**

For	Against				
17	50.00%	202	66.89%	80	65.57%
17	50.00%	100	33.11%	42	34.43%
34	97.14%	302	90.96%	122	93.83%
0	0.00%	0	0.00%	0	0.00%
1	2.86%	30	9.04%	8	6.15%

**City of Brady Proposition L, Vote For 1**

For	Against				
10	31.25%	153	50.16%	58	46.77%
22	68.75%	152	49.84%	66	53.23%
32	91.43%	305	91.87%	124	95.38%
0	0.00%	0	0.00%	0	0.00%
3	8.57%	27	8.13%	6	4.62%

**City of Brady Proposition M, Vote For 1**

For	Against				
24	72.73%	232	75.57%	83	67.48%
9	27.27%	75	24.43%	40	32.55%
33	94.29%	307	92.47%	123	94.62%
0	0.00%	0	0.00%	0	0.00%
2	5.71%	25	7.53%	7	5.38%

**City of Brady Proposition N, Vote For 1**

For	Against				
12	36.36%	189	61.56%	71	57.26%
21	63.64%	118	38.44%	53	42.74%
33	94.29%	307	92.47%	124	95.38%
0	0.00%	0	0.00%	0	0.00%
2	5.71%	25	7.53%	6	4.62%

**City of Brady Proposition O, Vote For 1**

For	Against				
29	85.29%	280	83.33%	105	84.68%
5	14.71%	52	16.67%	19	15.32%
34	97.14%	312	93.98%	124	95.38%
0	0.00%	0	0.00%	0	0.00%
1	2.86%	20	6.02%	6	4.62%

Precincts Reporting 2 of 2 = 100.00%  
District Precincts Reporting 1 of 1 = 100.00%

District Total

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Party	Candidate	Absentee	Early	Election		Total				
				Precincts Reporting 1 of 1 = 100.00%	District Precincts Reporting 2 of 2 = 100.00%					
<b>City of Brady Proposition P, Vote For 1</b>										
<b>FOR</b>										
FOR	15	46.88%	184	58.04%	66	52.38%				
AGAINST	17	53.13%	133	41.98%	60	47.62%				
<b>Cast Votes:</b>										
	32	91.43%	317	95.48%	126	96.92%				
Over Votes:	0	0.00%	0	0.00%	0	0.00%				
Under Votes:	3	8.57%	15	4.52%	4	3.08%				

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# City Council

## City of Brady, Texas

### Agenda Action Form

AGENDA DATE:	05/15/2018	AGENDA ITEM	7.D.
AGENDA SUBJECT:	Discussion, consideration and possible action to elect Mayor Pro Tem		
PREPARED BY:	K Lenoir / Tina Keys	Date Submitted:	05/05/2018
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
<b>SUMMARY:</b> <p><u>From City of Brady Home Rule Charter:</u> Section 3.06 Mayor Pro Tem: At its first regular meeting after election of the new members of the Council each year, the Council shall elect one (1) of its own members to be Mayor Pro-Tem for one (1) year. Each Council Member, except the Mayor, is to be considered automatically nominated and the mayor shall have a vote. The vote shall be taken orally and Mayor Pro-Tem shall be the Council Member who receives the most votes. In the absence of the Mayor, the Mayor Pro-Tem shall perform the duties of the office of the Mayor and in this capacity shall be vested with all powers conferred on the Mayor. When presiding over Council proceedings, the Mayor Pro-Tem shall retain his right to vote as a Council Member.</p>			
<b>Process:</b> <ol style="list-style-type: none"> <li>1) Mayor may ask each council member to share their thoughts on being Mayor Pro Tem, if desired.</li> <li>2) All Council Members are considered to be nominated.</li> <li>3) Members will draw numbers to determine the order of voting. Each Council Member will announce their vote orally, in the order of the draw.</li> <li>4) If a tie, Mayor will ask if any Council Member wants to speak, then the Council will determine if another vote should be taken or what tie-breaker should be used.</li> <li>5) A motion may be made to elect the Council Member with the most votes.</li> </ol>			

#### **RECOMMENDED ACTION:**

Move to elect the Council Member with the most votes as Mayor Pro Tem.

# City Council

## City of Brady, Texas

### Agenda Action Form

AGENDA DATE:	05/15/2018	AGENDA ITEM	7.E.
AGENDA SUBJECT:	Discussion, consideration and possible action regarding proposed orientation plan for new council members and board members.		
PREPARED BY:	K Lenoir & Tina Keys	Date Submitted:	05/05/2018
EXHIBITS:	New Council Member Orientation Checklist, Organizational Chart, Comprehensive Plan		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
<b>SUMMARY:</b> <p><i>From the City Charter: Section 3.14 Powers and Duties of the Council:</i>  <i>The Council shall have all the powers necessary and incident to the proper discharge of the duties imposed upon it, and is hereby vested with all powers necessary to carry out the terms and provisions of the Charter; it being intended that the Council shall have all powers that are now or hereafter granted to municipalities by the Constitution, laws of the State of Texas, and by this Charter, except where specific powers are conferred on some other officer by this Charter. The following powers and duties are not exclusive but are enumerated for greater clarity:</i></p> <ul style="list-style-type: none"> <li>(1) <i>Appoint and remove the City Manager as herein provided;</i></li> <li>(2) <i>Ensure enforcement of the provisions of this Charter and provide adequate administrative organization to enforce same;</i></li> <li>(3) <i>Adopt the budget of the City;</i></li> <li>(4) <i>Call bond elections and authorize the issuance and sale of bonds;</i></li> <li>(5) <i>Provide control of all City finances;</i></li> <li>(6) <i>Provide for boards and commissions as prescribed in this Charter or as deemed necessary and appoint all such boards and commissions upon the recommendations of the Mayor;</i></li> <li>(7) <i>Adopt, modify and carry out the plans proposed by the Planning and Zoning Commission and other boards and commissions;</i></li> </ul>			

- (8) *Adopt, modify and enforce building codes, fire codes, and health codes;*
- (9) *Provide for all public utilities and serve as the primary regulatory agency for the rates thereof, whether City-owned or furnished by private utility companies;*
- (10) *To pass ordinances and resolutions as necessary, or as prescribed in this Charter;*
- (11) *Provide police powers to ensure the safety of all citizens, protect their health, life and property, prevent and summarily abate and remove all nuisances, preserve and enforce good government, order and security of the City and its inhabitants; and*
- (12) *Make investigations into municipal affairs.*

**Section 3.15 Prohibitions:** Council to act as a Body. The Council shall have powers only as a body meeting with a quorum present and no Member shall have power to act individually except where that power is conferred upon the Member in this Charter or by the Council. However, each Member shall have the right to inquire into any matter whether or not such matter is brought before the Council in order to serve as an independent Member of the Council.

Other officers. Except where authorized by law, no Mayor or Council Member shall hold any other City office or City employment during the term, and no former Member of the Council or Mayor shall hold any City office with compensation until one (1) year after the expiration of the term.

Orders to City Employees. Neither the Council nor any Member shall give orders directly to any City employee, except where authorized in this Charter or when empowered to do so by emergency proclamation, and/or ordinance as provided in Section 3.17 Emergency Ordinances.

#### **RECOMMENDED ACTION:**

As desired.

Review and discuss Charter duties and orientation checklist.

Staff would like to set a date for a joint orientation for all Boards and Council Members on Tuesday, June 19 – lunch meeting.

Council Members may discuss legal questions with the city attorney in executive session.

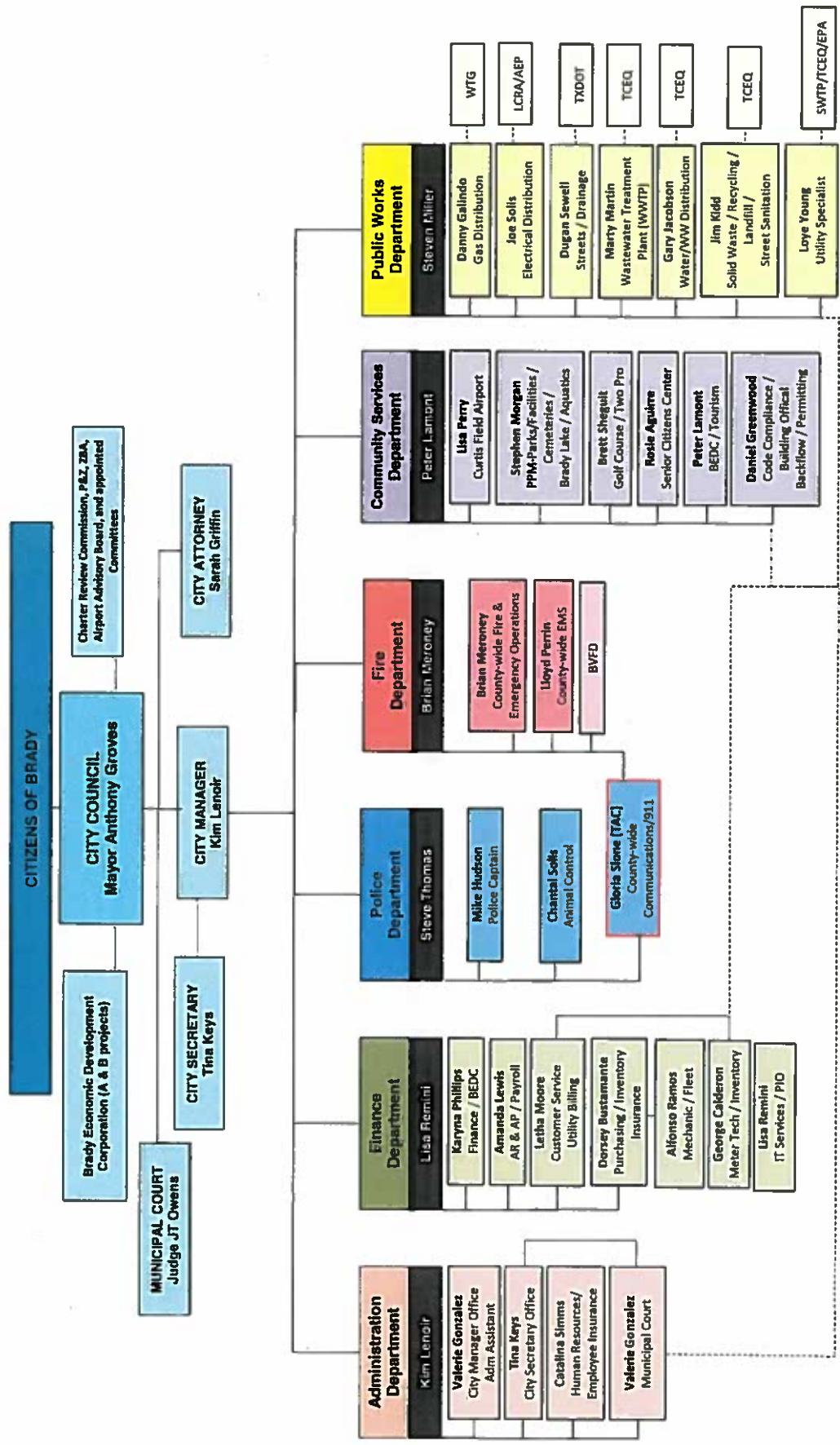
Date:

**CITY OF BRADY**  
**NEW COUNCIL MEMBER ORIENTATION**

Member Name:

<p><b><i>City Management Orientation</i></b></p> <ul style="list-style-type: none"> <li>* Home Rule Form of Government / City Charter / Directing Staff</li> <li>* CM/Council Office Hours (8:30am to 12 noon - Monday and Tuesday or by appointment)</li> <li>* Business Cards / Name Tags / Name Plates - NAME SHOWN AS _____</li> <li>* Open Meeting Act / Public Information Act - 90 days to complete &amp; turn in certificate  <a href="http://www.texasattorneygeneral.gov/og/oma-training">www.texasattorneygeneral.gov/og/oma-training</a>  <a href="http://www.texasattorneygeneral.gov/og/pia-training">www.texasattorneygeneral.gov/og/pia-training</a> </li> <li>* Travel and Training <ul style="list-style-type: none"> <li>&gt; TML - User Name/Password</li> </ul> </li> <li>* TML Newly Elected Officials Orientation  July 26-27 (Waco) / August 16-17 (San Antonio)</li> <li>* Boards - P&amp;Z, ZBA, BEDC, Airport Advisory, Charter Review Commission - June appts</li> <li>* Newsletters - Internal <u>Team Brady</u> / External <u>My Brady News</u> / Facebook - City / BPD / BFD</li> <li>* City Website - <a href="http://www.bradytx.us">www.bradytx.us</a> / Mobile App</li> <li>* City Attorney - Hours Tuesdays of Council Meetings - by appointment</li> <li>* Municipal Court - 8:30am Wednesday after 3rd Tuesday Council Meeting (May 16)</li> <li>* Citizen requests - Service Orders - Work Orders</li> </ul>	Kim Lenoir, City Manager Tina Keys City Secretary  Sarah Griffin City Attorney Justin T. Owens Municipal Court Judge
<p><b><i>Human Resources Orientation</i></b></p> <ul style="list-style-type: none"> <li>* New Hire Paperwork (W-4 only) - Emergency / Public Contact Information</li> <li>* Personnel Policy Manuel - Media policy and travel rules</li> <li>* Payroll - monthly direct deposit</li> </ul>	Catalina Simms, Human Resources
<p><b><i>Administration &amp; Finance Orientation</i></b></p> <ul style="list-style-type: none"> <li>* Budget Process - upcoming calendar of meetings</li> <li>* IT - set-up @bradytx.us email address - password training (DATE - TIME)</li> <li>* Utility Billing / Customer Service - Service Orders / Work Orders</li> <li>* Audit Board (2xs per month - morning of Council Meeting Day)</li> </ul>	Lisa Remini, Director Finance Letha Moore, IT
<p><b><i>Community Services - BEDC Orientation (April 25, 2018)</i></b></p> <ul style="list-style-type: none"> <li>* Airport - Golf</li> <li>Senior Center - GRW Complex</li> <li>Parks/Lake/Cemeteries/Civic Center</li> <li>BEDC (1/4 sales tax) and Tourism (HOT Tax Distribution)</li> <li>Code Enforcement - Building and Development Services</li> </ul>	Peter Lamont, Director Community Services
<p><b><i>Public Works Orientation</i></b></p> <ul style="list-style-type: none"> <li>* Radium Reduction Project - Drinking Water (Water/Wastewater Division)</li> <li>* WWTP Replacement Project - Clean Water (Sewer Treatment)</li> <li>* Electric Distribution</li> <li>* Solid Waste Division (Keep Brady Beautiful) <ul style="list-style-type: none"> <li>&gt;Street Sanitation</li> <li>&gt;Power Plant</li> </ul> </li> <li>* Gas Distribution Division</li> <li>* Streets Division</li> </ul>	Steven Miller, Director Public Works
<p><b><i>County-wide Fire / EMS Orientation</i></b></p> <p><b><i>County-wide Emergency Management Orientation</i></b></p>	Brian Meroney, Chief Lloyd Perrin, EMS
<p><b><i>Police Orientation (May 3, 2018 - 10:00 a.m.)</i></b></p> <ul style="list-style-type: none"> <li>* Animal Control</li> <li>* County-wide 9-1-1 Communications / After Hours dispatching and ERCOT - TO Services</li> </ul>	Steve Thomas - Chief

# CITY OF BRADY ORGANIZATION CHART 2018

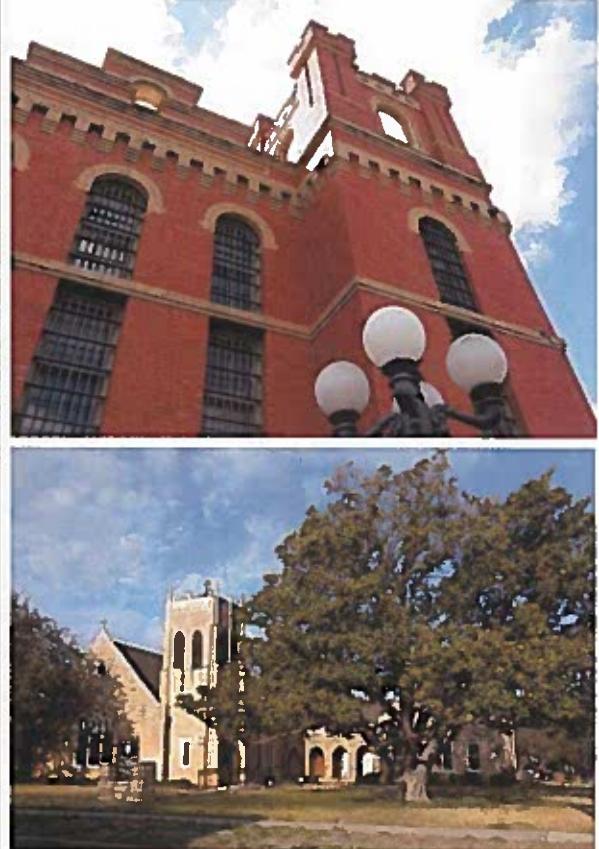


# Brady, Texas

## Comprehensive Plan

### 2013

## Chapter Four: Implementation Plan



# 4



### CHAPTER 4: IMPLEMENTATION PLAN

The importance of city planning can never be overstated—planning provides for the protection of private property and ensures future development occurs in a coordinated and organized fashion, consistent with the Comprehensive Plan. The future of Brady will be shaped with the policies and recommendations developed in this 2013 Comprehensive Plan. Based on this Plan, decisions will be made that will influence many aspects of the City's built and social environments. Brady has taken an important leadership role in defining its future, with the adoption of this Plan. The Plan will provide a very important tool for City Staff and civic leaders to use in making sound planning decisions regarding the long-term growth and development of Brady. The future quality of life in Brady will be substantially influenced by the manner in which Comprehensive Plan recommendations are administered and maintained.

Planning for the City's future should be a continuous process, and this plan is designed to be a dynamic tool that can be modified and periodically updated to keep it in tune with changing conditions and trends. Changes in Brady's socioeconomic climate and in development trends that were not anticipated during preparation of the Plan will occur from time to time, and therefore, subsequent adjustments will be required. Elements of the City that were treated in terms of a general relationship to the overall area may, in the future, require more specific and detailed attention.

Plan policies and recommendations may be put into effect through adopted development regulations, such as zoning and subdivision, and through capital improvement programs. Many recommendations within the Plan can be implemented through simple refinement of existing City regulations or processes, while others may require the establishment of new regulations, programs, or processes. This final section of the 2013 Comprehensive Plan describes specific ways in which Brady can take the recommendations within this plan from vision to reality.

#### Proactive and Reactive Implementation

There are two primary methods of plan implementation: proactive and reactive methods. To successfully implement the plan and fully realize its benefits, both methods must be used in an effective manner. Both proactive and reactive actions that could be used by Brady are described within this Implementation Chapter.

##### Examples of proactive methods include:

- Developing a capital improvements program (CIP), by which the City expends funds to finance public improvements to meet objectives cited within the Plan;
- Establishing or updating zoning regulations; and
- Establishing or updating subdivision regulations.

##### Examples of reactive methods include:

- Approving a rezoning application submitted by a property owner consistent with the Comprehensive Plan;
- Site plan review; and
- Subdivision review.



## Chapter 4: Implementation Plan

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### Roles of the Comprehensive Plan

#### Guide for Daily Decision-Making

The current physical layout of the City is a product of previous efforts put forth by many diverse individuals and groups. In the future, each new development that takes place, whether a subdivision that is platted, a home that is built, or a new school, church or shopping center that is constructed, represents an addition to Brady's physical form. The composite of all such efforts and facilities creates the City as it is seen and experienced by its citizens and visitors. If planning is to be effective, it must guide each and every individual development decision. The City, in its daily decisions pertaining to whether to surface a street, to approve a residential plat, to amend a zoning ordinance provision, to enforce the building codes, or to construct a new utility line, should always refer to the basic proposals outlined within the Comprehensive Plan. The private builder or investor, likewise, should recognize the broad concepts and policies of the Plan so that their efforts become part of a meaningful whole in planning the City.

#### Flexible and Alterable Guide

This 2013 Comprehensive Plan is intended to be a dynamic planning document for Brady – one that responds to changing needs and conditions. Plan amendments should not be made without thorough analysis of immediate needs, as well as consideration for long-term effects of proposed amendments. The City Council and other Brady officials should consider each proposed amendment carefully to determine whether it is consistent with the Plan's goals and policies, and whether it will be beneficial for the long-term health and vitality of Brady.

#### Annual Review

At one-year intervals, a periodic review of the plan with respect to current conditions and trends should be performed. Such on-going, scheduled evaluations will provide a basis for adjusting capital expenditures and priorities, and will reveal changes and additions that should be made to the Plan in order to keep it current and applicable long-term. It would be appropriate to devote one annual meeting of the Planning and Zoning Commission to reviewing the status and continued applicability of the plan in light of current conditions, and to prepare a report on these findings to the City Council. Those items that appear to need specific attention should be examined in more detail, and changes and/or additions should be made accordingly. By such periodic evaluations, the Plan will remain functional, and will continue to give civic leaders effective guidance in decision-making. Periodic reviews of the plan should include consideration of the following:

- The City's progress in implementing the plan;
- Changes in conditions that form the basis of the plan;
- Community support for the plan's goals, objectives & policies; and,
- Changes in State laws.

The full benefits of the plan for Brady can only be realized by maintaining it as a vital, up-to-date document. As changes occur and new issues within the City become apparent, the plan should be revised rather than ignored. By such action, the plan will remain current and effective in meeting the City's decision-making needs.



### Complete Review and Update with Public Participation (5-10 Years)

In addition to periodic annual reviews, the Comprehensive Plan should undergo a complete, more thorough review and update every five or ten years. The Planning and Zoning Commission should be in charge of periodic review of the plan. Specific input on major changes should be sought from various groups, including property owners, neighborhood groups, civic leaders and major stakeholders, developers, merchants, and other citizens and individuals who express an interest in the long-term growth and development of the City.



Figure 72: Brady City Hall

### Regulatory Mechanisms

The usual processes for reviewing and processing zoning amendments, development plans, and subdivision plans provide significant opportunities for implementing the Plan. Each zoning, development and subdivision decision should be evaluated and weighed against applicable proposals contained within the Plan. If decisions are made that are inconsistent with Plan recommendations, then they should include actions to modify or amend the Plan accordingly in order to ensure consistency and fairness in future decision-making. Amending the Subdivision Ordinance and Zoning Ordinance represent two major proactive measures that the City can take to implement 2013 Comprehensive Plan recommendations.

#### **Zoning Ordinance**

Zoning is perhaps the single most powerful tool for implementing Plan recommendations. The City's Zoning Ordinance should be updated with the recommendations contained within the chapters of this 2013 Comprehensive Plan. All zoning and land use changes should be made within the context of existing land uses, future land uses, and planned infrastructure, including roadways, water and wastewater.

#### ***Zoning Text Amendments***

There are numerous recommendations within this 2013 Comprehensive Plan that relate to enhancing design standards. Their implementation will not only improve future development and interaction between land uses, but will also improve Brady's overall image and livability. Such recommendations involve landscaping, nonresidential building design, and compatibility, to name a few. These recommendations should be itemized and prioritized, and should be incorporated into the Zoning Ordinance accordingly.

#### ***Zoning Map Amendments***

State law gives power to cities to regulate the use of land, but regulations should be based on a plan. Therefore, Brady's Zoning Map should be as consistent as possible with the Comprehensive Plan, specifically the Future Land Use Plan. It is not reasonable, however, to recommend that the City make large-scale changes in its zoning map changes immediately. It is therefore recommended that the City prioritize areas where a change in current zoning is needed in the short-term and that efforts be concentrated on making such changes. In the long-term, consistent zoning policy in conformance with the Future Land Use Plan will achieve the City's preferred land use pattern over time.



## Chapter 4: Implementation Plan

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### Subdivision Ordinance

The act of subdividing land to create building sites has a major effect on the overall design and image of Brady. Much of the basic physical form of the City is currently created by the layout of streets, easements, and lots. In the future, the basic physical form of Brady will be further affected by such action. Requirements for adequate public facilities are essential to ensure the City's orderly and efficient growth.

### Implementation Matrix

Implementation is one of the most important, yet most difficult, aspects of the comprehensive planning process. Without viable, realistic strategies for implementation, the recommendations contained within this 2013 Comprehensive Plan will be difficult to realize. It is important to note that the recommendations and action items (listed below) are derived from the five (5) Community Goals established previously within this plan (see Page 33). The Community Goals were created based upon the visioning exercises conducted with the Planning and Zoning Commission.

Few cities have the ability to implement every recommendation or policy within their comprehensive planning document immediately following adoption—Brady is no exception. Plan implementation, therefore, must be prioritized to guide short-term priorities, long-term priorities and on-going priorities. These priorities must be balanced with timing, funding, and City Staff resources. While all the recommendations share some level of importance, they cannot all be targeted for implementation within a short time period; some must be carried out over a longer period of time.

The following matrix is a summary of the recommendations within this Comprehensive Plan. The columns *What*, *When*, *Who* and *How* are intended to provide the City with specific tasks to work toward implementing the vision of this plan.

**What:** This table is a summary of the Action Items from the previous section, organized by Community Goal.

**When:** Action items are divided into the following categories to indicate when the City should start working to achieve the action item.

- **Priority #1 Recommendations:** City leaders should start implementing these action items by July 1, 2014 (approximately one (1) year following plan adoption).
- **Priority #2 Recommendations:** City leaders should start implementing these action items by July 1, 2018 (approximately five (5) years following plan adoption).
- **Priority #3 Recommendations:** These actions items should be continually addressed by City leaders (i.e., no specific time frame is applicable) or action should occur when possible because these items are not critically time sensitive.

**Who:** Although the responsibility for accomplishing a task may include additional parties, the purpose of this column is to identify the main player(s) in completing the Action Item.

**How:** This column identifies generally how each Action Item can be accomplished.

# City Council

## City of Brady, Texas

### Agenda Action Form

AGENDA DATE:	05/15/2018	AGENDA ITEM	7.F.
AGENDA SUBJECT:	Discussion, consideration and possible action regarding Board Member duties and vacancies.		
PREPARED BY:	K Lenoir / Tina Keys	Date Submitted:	05/05/2018
EXHIBITS:	Board Roster and Duties		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
<b>SUMMARY:</b> <p>The City of Brady has several boards and each board has several members whose terms expire in June. In accordance with the City of Brady Home Rule Charter 3.05, "<i>The Mayor or two City Council Members shall recommend to the Council appointees for the boards and commissions. The Council shall approve appointees for boards and commissions.</i>"</p> <p>Terms of most Board Members are set-up to expire in June, so the newly elected City Council can discuss and consider changes needed in the Board duties or appointees.</p> <p>The City Secretary accepts board applications and they will be reviewed by the city council.</p> <p>Board appointments may be made June 5 and/or June 19.</p> <p>Staff will review the Board duties and discuss experience requirements for Board Members.</p>			
<b>RECOMMENDED ACTION:</b> <p>No action recommended.</p> <p>Discuss as desired.</p> <p>City Secretary will solicit applications, as desired.</p>			

**CITY OF BRADY**  
**2018 Boards & Commissions**

**PLANNING AND ZONING COMMISSION (3 yr term)**

Kim Davee, Liaison 325/597-2244 ext. 201 kdavee@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Nick Blyshack, Chair	6/18
2	Ronnie Aston, Vice Chair	6/20
3	Amy Greer	6/20
4	Thomas Flanigan	6/19
5	Cathy Ewert	6/19
6	Connie Easterwood	6/19
7	Jeff Bedwell	6/18
* ALT	Lauri Smith	6/18

**Economic Development Corporation - 4A (2 year term)**

Peter Lamont, Liaison 325/597-2152 ext. 211 plamont@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Jason Valdez, President	6/19
2	Don Miller, VP	6/18
3	Lauren Bedwell	6/18
4	Michelle Derrick	6/18
5	Erin Betts	6/19

**ZONING BOARD OF ADJUSTMENT (ZBA/BOA)**

Charter & Zoning Ord. Sec. 9.1 (2 yr term)

Kim Davee, Liaison 325/597-2244 ext. 201 kdavee@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Chris Green	6/19
2	Rod Young, Vice Chair	6/18
3	Heath McBride, Chair	6/18
4	Holly Groves	6/19
5	James Stewart	6/19
* Alt 1	Lauri Smith	6/19
* Alt 2	open	6/18
* Alt 3	open	6/18
* Alt 4	open	6/18

**Airport Advisory Board (Ord 1149 - 2 yr term)**

Peter Lamont, Staff Liaison 325/597-2152 ext. 211 plamont@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Bob Rice	6/19
2	Stan Amyett	6/19
3	Richard Lenoir	6/19
4	Richard Jolliff	6/18
5	Kirk Roddie	6/18
6	Dale Scott	6/18
7	Carey Day	6/18

**Municipal Court Judges (2yr term)**

Tina Keys, Staff Liaison 325/597-2152 ext 207 citysec@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
Judge	JT Owens	12/19

**Brady Youth Association (1yr term)**

P Lamont, Liaison 325/597-2152 ext 211 plamont@bradytx.us

Council	Rey Garza	1/19
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**Concho Valley Council of Governments Annual Board (1yr term)**

Kim Lenoir, Liaison 325/597-2152 ext 209 klenoir@bradytx.us

Council	Jeffrey Sutton	6/18
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**CHARTER REVIEW COMMISSION (4 year term)**

Kim Lenoir, Liaison 325/597-2152 ext. 209 klenoir@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	JoAnn Coffey, Chair	2016-2020
2	Teresa Leifeste, Vice Chair	2016-2020
3	Patsy Cole	2016-2020
4	Bill Derrick	2016-2020
5	Rex Ewert (2017)	2016-2020
6	Kelly Green	2016-2020
7	Chad Blankenship	2016-2020

**INVESTMENT COMMITTEE (1 yr term)**

Lisa Remini, Liaison 325/597-2152 ext. 204 lremini@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Finance Director	FY 2018
2	City Manager	FY 2018
3	Jane Huffman	FY 2018

**CITY COUNCIL (3 yr term)**

Kim Lenoir, Staff Liaison 325/597-2152 ext. 209 klenoir@bradytx.us

PLACE	MEMBER NAME	CURRENT TERM
MAYOR	Anthony Groves	5/20
1	Rey Garza	5/20
2	Missi Davis	5/21
3	Jeffrey Sutton	5/21
4	Jane Huffman	5/19
5	James Griffin	5/19

**McCulloch County Senior Citizen Association**

**Sunset Center Advisory Board (2 year term)**

Rosie Aguirre, Staff Liaison 325/597-2946 raguirre@bradytx.us

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Wanda Nesbit - President	10/19
2	Evelyn Pitcox - Vice President	10/19
3	Mercy James - Secretary	10/19
4	Janice Crawford - Treasurer	10/19
5	Marcia Arons	10/19
6	Rene Avants	10/19
7	Angelita Torrez	10/19
8	Mary Bradshaw	10/19
9	Alvin Bolton	10/19
10	Fay Lawler	10/19
11	Bill Spiller	10/19
12	Rosie Aguirre	Director
13	Kim Lenoir	City Manager
14	Peter Lamont	Comm Svcs Dir.
15	Danny Neal	County Judge
16	Hazel Maner	Lifetime

**Hotel Occupancy Tax Grant Committee (1yr term)**

Peter Lamont, Liaison 325/597-2152 x 211 plamont@bradytx.us

Director	Peter Lamont	FY 2018
Finance	Lisa Remini	FY 2018
City Mgr	Kim Lenoir	FY 2018
Council	Jim Griffin	FY 2018

\* Alternates serve 1 year terms and can serve on two boards

# City of Brady Boards and Commissions

## 2018

**Charter Provision:** **Section 3.14(6)** City Council shall: Provide for boards and commissions as prescribed in this Charter or as deemed necessary and appoint all such boards and commissions upon the recommendations of the Mayor.

Board	Planning and Zoning Commission
Established	Established by City Charter, Article V, Section 5.02
Duties/Description	The Planning and Zoning Commission shall act as an advisory board to the City Council, making recommendations pertaining to planning and zoning as well as the Comprehensive Plan. The Commission is responsible for reviewing plats, site plans, landscape plans, and zoning requests and to make recommendations to City Council for their final approval. Annual reports on the Comprehensive Plan to City Council and published in the newspaper are required by November 1.
Composition/Terms	The Planning and Zoning Commission shall consist of seven (7) qualified City voters (must be resident and taxpayer) appointed by the City Council for a staggered three-year term. Terms are staggered (3;2;2 for expiration on June 1). All meetings are posted and held in accordance with the Texas Public Open Meetings Act.
Meeting Schedule	The Planning and Zoning Commission regular monthly meetings will be the second Tuesday of each month at 5:30 p.m. at Brady Municipal Court Building.
Available Seats	Three (3) positions expire 6/18
Contact	Dan Greenwood, T: 325.597.2244 ext 202; F:325.597.0556; E: <a href="mailto:dgreenwood@bradytx.us">dgreenwood@bradytx.us</a>
Board	Zoning Board of Adjustment and Appeals / Board of Appeals
Established	Established by City Charter, Article V, Section 5.06 and Zoning Ordinance Sec 9.1
Duties/Description	The Board of Adjustment and Appeals meets to consider applications for variances due to "hardships" to zoning ordinance regulations, building permits, and makes decisions on appeals, special exceptions and requests for variances that are in the best interest of the general public.
Composition/Terms	The Board of Adjustment shall consist of five (5) regular members that are qualified City voters appointed to staggered two-year terms. Up to four (4) additional alternate members may be appointed by City Council to serve in the absence of one or more of the regular board members. Three (3) members constitute a quorum. No member shall hold other city office and no former member of the City Council shall serve as a member until one year after completion of their Council term. All meetings are posted and held in accordance with the Texas Public Open Meetings Act.
Meeting Schedule	The Zoning Board of Adjustment shall meet only as requests are received at Brady Municipal Court Building. Generally this board requires about four (4) meetings per year.
Available Seats	Three (3) alternate positions
Contact	Dan Greenwood, T: 325.597.2244 ext 202; F:325.597.0556; E: <a href="mailto:dgreenwood@bradytx.us">dgreenwood@bradytx.us</a>

Board	Charter Review Commission
Established	Established by City Charter, Article XIII, Section 13.12
Duties/Description	The Charter Review Commission inquire into the operation of the City government under the charter and determine whether any provisions of the Charter require revision, make recommendations, propose amendments, reports its finding to the City Council. Act as a Review and Oversight Committee to determine whether the provisions of the Charter are observed by the City Council, the city and its employees. The Commission needs to present recommended charter amendments, if any, to City Council no later than January for City Council consideration of a May election. Charter elections may only be held every two years; a year is defined at 365 days.
Composition/Terms	The Charter Review Commission shall consist of seven (7) members and shall serve a four (4) year term. All members must be register voter of the City of Brady. A final report shall be presented to the City Council prior to the end of the four (4) year term. All meetings are posted and held in accordance with the Texas Public Open Meetings Act.
Meeting Schedule	The Charter Review Commission meets quarterly the third Thursday of each month at 5:30pm at the Municipal Court Building.
Available Seats	None Term: January 1, 2016 to December 31, 2020
Contact	Kim Lenoir, T: 325.597.2152, F: 325.597.2068, E: <a href="mailto:klenoir@bradytx.us">klenoir@bradytx.us</a>
Board	<b>Brady Economic Development Corporation – Type B</b>
Established	Established by a Special Election to use ¼ cent sales tax and is a registered non-profit corporation.
Duties/Description	The Brady Economic Development Corporation (Type 4B) makes recommendations and approves the allocation of funding for specific types of projects that promote economic and community development and jobs that benefit and enhance the City of Brady. All BEDC recommendations and funding projects/programs must also be approved by the City Council.
Composition/Terms	The Brady Economic Development Corporation shall consist of seven (7) members appointed by the City Council for a staggered two-year term, expiring June. All meetings are posted and held in accordance with the Texas Public Open Meetings Act.
Meeting Schedule	The Brady Economic Development Corporation meets at 6pm, monthly on the 4 <sup>th</sup> Tuesday. BEDC is supported by City staff. Annual reports to City Council are required by November 1.
Available Seats	Unknown. New By-laws and Incorporation Papers will be approved by City Council
Contact	Peter Lamont, T: 325.597.2152; F: 325.597.2068; E: <a href="mailto:plamont@bradytx.us">plamont@bradytx.us</a>
	<b>Investment Committee</b>
Established	Established by Resolution 2013-011 under the City of Brady Investment Policy
Duties/Description	The Investment Committee meets as needed to review the city's investment strategy.
Composition/Terms	The committee includes the City Finance Director, City Manager and a member of the City Council.
Meeting Schedule	At least one annual meeting.
Contact	Lisa Remini, T: 325.597.2152, F: 325.597.2068, E: <a href="mailto:lremini@bradytx.us">lremini@bradytx.us</a>

Board	Airport Advisory Board
Established	Established by Ordinance 1149
Duties/Description	The Airport Advisory Board shall act as an advisory board to the City Council, making recommendations pertaining to the Comprehensive Plan for the Airport. The Board reviews budget, operations plans and procedures, and make recommendations to the City staff, City Manager and City Council.
Composition/Terms	The Airport Advisory Board shall consist of seven (7) members (must be resident of McCulloch County or Airport renter or business) appointed by the City Council for a staggered two-year term. All meetings are posted and held in accordance with the Texas Public Open Meetings Act.
Meeting Schedule	The Airport Advisory Board meets quarterly on the 2 <sup>nd</sup> Wednesday at 5pm at the Airport conference room (Dec, Mar, June, Sept).
Available Seats	Four (4) positions expire 6/18
Contact	Peter Lamont, T: 325.597.2152; F:325.597.2068; E: plamont@bradytx.us
Board	<b>McCulloch County Senior Citizen Association / Sunset Senior Advisory Board</b>
Established	Established by McCulloch County Senior Citizen Association, Inc. By-laws – January 6, 1978
Duties/Description	The McCulloch County Senior Citizen Association / Sunset Senior Advisory Board meets to provide a continuing assessment of the needs and operations of programs for the McCulloch County Senior Citizens. They cooperate and coordinate with the Concho Valley Council of Governments, County Judge, Commissioners Court, and the Brady City Council.
Composition/Terms	The McCulloch County Senior Citizen Association / Sunset Senior Advisory Board shall consist of not less than 10 and not more than 20 regular members appointed to staggered two-year terms. Standing members include the County Judge, City Manager, and Director of the Senior Program. Annual meeting is in September.
Meeting Schedule	The McCulloch County Senior Citizen Association /Sunset Senior Advisory Board meets monthly on the 1 <sup>st</sup> Wednesday at 9:00 am at the Sunset Senior Center.
Available Seats	none
Contact	Rosie Aguirre, T: 325.597.2946; F:325.597.0556; E: raguirre@bradytx.us

**CITY OF BRADY**  
**SCHEDULE FOR BUDGET PREPARATION, ADOPTION AND IMPLEMENTATION**

**2018-2019 FISCAL YEAR BUDGET**

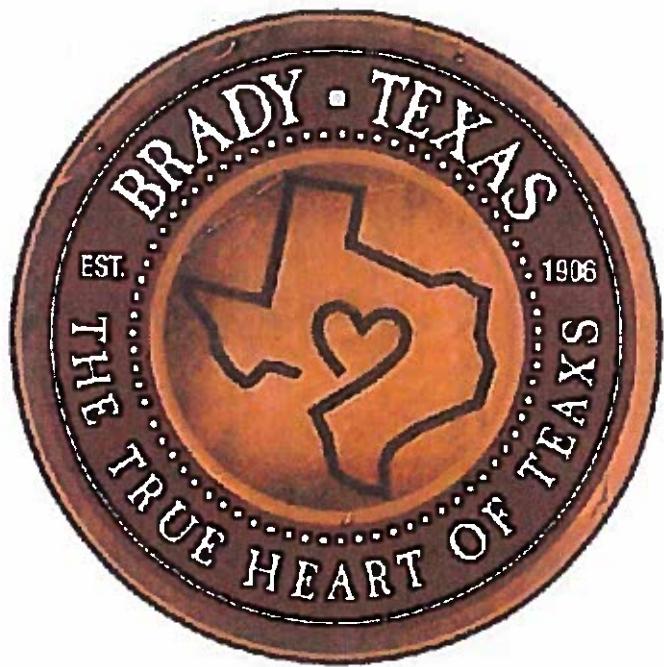
	DATE	ACTION	PARTICIPANTS
<b>Preparation</b>	March 20	5 YR Capital, Supplemental, Personnel & Narrative Worksheets	Finance to distribute
	March 20	Prepare 5 YR Capital, Supplemental/Personnel requests, Grant Project Form and Update Narrative of each Division - Goals	Department / Division Heads
	April 5	Develop Budget Planning Worksheets	Finance
	April 10	DHs Submit 5 YR Capital & Narratives for review	Finance / City Manager
	April 10	Budget Planning Worksheets distributed to Department Heads	Finance
	April 10	Preparation of Division Budgets - update FY18 and prepare FY19	Department / Division Heads
	May 2-16	Meetings to review budget recommendations by staff :  Budget Planning worksheets,Supplemental, Personnel and Training	Department / Division Heads Finance/City Manager
	May 17-26	Develop packet for Council FY19 Goals workshop	City Manager / Finance
	May 18	Decision Packets / Grant Project Form due to Finance	Department Heads
	May 23	Decision Packets for Council Goals workshop due to Finance	DHs / Finance
	May 22	Discuss and review EDC budget	EDC Board / EDC staff
	May 29	FY 2019 Goals workshop with City Council	City Council / Manager / DHs
	May 30	Develop Draft Budget and Appendix Workbooks	Finance
<b>Adoption</b>	June 29	Draft Budget & Workbooks Submitted to City Council and City Secretary	City Council
	July	Budget / Fee Schedule Review by Council and Department Heads	City Council / City Manager
	10,11,12	at the Municipal Court Building 9 AM - 3 PM	Finance/ Department Heads
	July 16	Open day for additional Budget workshop	
	July 17	Finalize Proposed FY 2019 Budget and Fee Schedule at the Municipal Court Building 3 PM - 5 PM	City Council / City Manager Finance / Department Heads
	Aug 7	Deliver final Proposed Budget & set hearing dates	Finance / City Manager /
	Aug 8	Deliver Budget summary and hearing date notice to newspaper	Finance
	Aug 15	Publish Budget Summary page & public notices for Budget and Tax hearings 1 and 2 and publish on website	Finance
	Aug 28	Special Meeting - Public hearing 1 Tax rate	City Council / Citizens
	Sept 4	Regular Meeting - Public hearing 2 Tax rate	City Council / Citizens
	Sept 4	Public Hearing of Budget-First Vote on Budget/ Fees and Utility rates and First vote on Tax rate	Citizens / City Council / City Manager / Finance
	Sept 18	Adoption of Budget and Tax rate	Citizens / City Council
<b>Implementation</b>	Oct 1	Deliver tax rate to County Appraiser / Fiscal Year 19 begins	Finance
	Oct 1	File Copy of Budget with City Secretary /post Budget & Tax rate on website	Finance / City Secretary
	Dec 10	Begin FY 18 audit	
	Dec 18	Deliver final unaudited year-end financial statements to Council	

# City Council

## City of Brady, Texas

### Agenda Action Form

AGENDA DATE:	5/15/18	AGENDA ITEM	T.T. T.H.
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding accepting Tourism Strategic Plan prepared by Cygnet Strategies for the City of Brady and the McCulloch County Chamber of Commerce.		
PREPARED BY:	Peter Lamont/Kim Lenoir	Date Submitted:	5/10/18
EXHIBITS:	Tourism Strategic Plan		
BUDGETARY IMPACT:	Required Expenditure:	\$0.00	
	Amount Budgeted:	\$0.00	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>In 2016 the Brady/McCulloch County Chamber of Commerce (Chamber) entered into an agreement with Cygnet Strategies, funded 50% by City of Brady Hotel Occupancy Tax Funds (HOT Funds), to develop a Tourism Strategic Plan. Cygnet Strategies has made several visits to events in Brady and conducted several "Visitor Experience Assessments" to determine how easy it was to find Brady and if it was attractive as a destination, and a second where visitors came to Brady as a secret shopper style visit. Additionally, Cygnet attended several events and conducted surveys of guests and participants. The results of these surveys have already resulted in changes to the World Championship BBQ Goat Cook Off and other events are being examined by the Chamber.</p>		
<p>The Plan has several goals:</p> <ul style="list-style-type: none"> <li>1 – Increase the variety/quantity of visitor experiences by 25% within 3 years;</li> <li>2 – Increase utilization of the Civic Center by 50% within 5 years;</li> <li>3 – Effectively use HOT funds to increase overnight visitation by 15% within 3 years.</li> </ul>			
<p>Cygnet Strategies is recommending that the City contract with the Chamber to develop a Visit Brady organization. The Chamber will submit a budget request for FY19 to operate the new organization with HOT funds. The plan recommends that the City start the process of developing a Main Street Program to be in place by 2021. Staff will discuss this recommendation with BEDC for FY19. Both of these recommendations will have budget impacts that will be discussed during the budget process.</p>			
<p><b>RECOMMENDED ACTION:</b></p> <p>If desired, accept Tourism Strategic Plan as presented, or amended.</p>			



**TOURISM STRATEGIC PLAN  
BRADY, TEXAS  
MAY 2018**





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*Visitor Experience Assessment Report*

## Acknowledgements

### Brady Tourism Strategic Plan

The development of this strategic plan was a collaboration between Cygnet Strategies, City of Brady staff and elected officials, Brady/McCulloch County Chamber of Commerce and various tourism stakeholders.

We would like to express our gratitude for the hours, ideas and resources contributed by a broad range of participants to make this plan a reality.

The information and recommendations contained in this plan are based upon Cygnet Strategies' broad-based experience working with communities and destinations combined with independent research, Brady's previous planning efforts, interviews, informal conversations, and best practices.

Any plan is only as effective as its implementation effort. We encourage the City of Brady to support the Chamber of Commerce and the community's tourism stakeholders with funding and resources as they move forward through the implementation process.

# Introduction

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## Brady Tourism Strategic Plan

### INTRODUCTION

Tourism is an enormous economic driver for the State of Texas. In 2017, visitors spent \$74.7 billion resulting in \$7.0 billion in local tax revenues and supporting 1 out of every 10 jobs. More specifically, visitors to McCulloch County in 2017 had the following impacts:

Total Direct Spending: \$18.5 million

Total Direct Employment: 160 FTE

Total Local Tax Receipts: \$350,000

Clearly, tourism is a strong partner in terms of economic development and business retention with a pleasant side effect: local residents spend more of their money at home when their community offers new and different experiences. This helps to stop the leakage—the cash residents spend someplace else—and strengthens local pride.

Decisions to close attractions, stores and restaurants, even those that appear successful, are announced too frequently in today's economy. Downtown Brady is a prime example of this and has seen restaurants and retailers come and go over the past several years.

Doing nothing puts Brady at the mercy of the unknown and at risk of losing control over the community's future quality of life. The purpose of this plan is to leverage the existing tourism product and consider additional options that will add sustainability and resiliency for the community.

Throughout the development of this plan, five consistent themes emerged: (1) Brady embraces family and multi-generational activities; (2) access to outdoor recreation is not being maximized; (3) downtown needs significant assistance; (4) history is often referred to but there is little experience connection made for visitors or residents; and (5) the current schedule of local events does not draw regional visitors more than a few times a year.

Based upon these themes, this plan provides a roadmap for improving the visitor experience, creating visitor loyalty, and increasing Brady's visibility as a tourism destination.

The following analysis and recommendations are aimed at building a foundation for future tourism efforts that positively impacts the community's quality of life. Implementation may require adjustments to staffing and re-evaluation of existing and proposed opportunities, however, all of the recommendations are economically viable within the constraints of the Hotel Occupancy Tax (HOT) annual revenue.

## Introduction

### Brady Tourism Strategic Plan

How do Brady's assets fit into its tourism identity? Traditionally, a community's tourism is based on product, which includes:

- Primary lures—activities and experiences that draw people to the community. These are different and unusual things they can't get closer to home and are the primary reason for visiting.
- Secondary diversions—activities and experiences people participate in once they're in a community. These may be things they can do closer to home, but people will do them in the community they're visiting because they're already in town.
- Amenities—things that make a visit more comfortable and enjoyable. Depending upon the community it might include a variety of quality lodging and outstanding restaurants; adequate wayfinding; free Wi-Fi; clean, convenient accessible restrooms; comfortable, shaded outdoor seating; public green spaces; and plenty of parking.
- Sense of Place—the overall feel, or ambience, is critical but ambience alone will not create a successful tourism destination. Hundreds of communities have beautifully restored buildings, impressive fountains and lush landscaping in their downtowns, but there are no people on the streets. Public art helps, but without things for people to do—activities to participate in, experiences to enjoy—visitors will go elsewhere.

Successful implementation is a team effort. We encourage the City of Brady to support the Chamber and the community's tourism stakeholders with funding and resources as they move forward through the implementation process.

## KEY OBJECTIVES

The product development, marketing, and administrative recommendations contained in this plan support the four key objectives guiding the plan:

- Development of an implementable strategic plan for improving, monitoring, and promoting Brady's visitor experience
- On-going accountability and transparency in managing HOT funds
- Clarification of the identity defined by Brady's tourism product and experiences
- Improvement in civic pride and resident activity participation

## Research Summary

### Brady Tourism Strategic Plan

## RESEARCH SUMMARY

### VISITOR EXPERIENCE ASSESSMENT

August 2016

A team of five completed the marketing assessment to determine if Brady shows up as an option when people plan a Texas vacation. The assessment started with planning a trip to Central Texas and then focused on Brady to determine whether they would visit and what they would do if they did visit.

Getting past the first step, where visitors gather information, is challenging for all destinations. When visitors are making decisions about where to spend their time and money, they consciously and subconsciously access an array of resources over an indeterminate period of time. The team was free to use any resources they would normally use when planning a trip, including:

- Recommendations from friends and family
- Books
- Movies and TV shows
- Magazine and newspaper articles
- Guidebooks and brochures
- Print advertising
- TV and radio advertising
- On-line advertising
- Social media including Facebook and Twitter
- Websites
- Blogs
- YouTube and Flickr
- Billboards
- Highway signs

## Research Summary

### Brady Tourism Strategic Plan

#### September 2-5, 2016 and September 27-28, 2016

Another team conducted the on-site assessment of Brady. The purpose of this phase was to experience the community the same way a first-time visitor might. Questions addressed were:

- With so many destinations for visitors to choose from, why should they choose Brady and what will their experience be once they arrive?
- Can visitors find Brady?
- What's the first impression?
- Where can visitors get information?
- What is Brady's tourism product?
- Is Brady's tourism product worth the visit?
- Where are the public restrooms?
- Can visitors find their way around?

The team took pictures, explored, visited attractions, made purchases, ate in restaurants and talked to business owners, residents and other visitors.

#### September 28, 2016

A meeting was held to review the assessment findings and begin the conversation about Brady's future as a tourism destination. A copy of the final report is included in the Appendix.

As part of the assessment, the team identified initial expectations prior to the on-site visit. These expectations were re-evaluated after the assessment was completed. As part of the presentation and report, Brady's strengths, opportunities, challenges and threats were determined and initial recommendations were outlined.

## Research Summary

### Brady Tourism Strategic Plan

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The team's initial expectations are highlighted in bold text—we analyzed whether the expectations were met during the visit in 2016.

**Interesting landscape**—YES. The topography in the area provides an interesting setting, as does the drive to Brady from surrounding communities.

**Not much to do**—YES and NO. Although there are a few things to do on the weekends and during events, most of the time the only visitor draw is shopping at D & J's and/or Evridge's. Hunting season does bring visitors for a specific activity; however, unless they are purchasing gear or supplies, visiting hunters are at all-inclusive locations.

**Great events**—YES. The Goat Cook Off is a solid event and provides a foundational event that makes a significant economic impact on the community. Other events, like Hogtober Fest are also strong assets.

**Great boating, swimming and fishing at the lake**—NO. The lake needs significant infrastructure work before this will be true.

**Variety of restaurants**—YES. For a town of its size, Brady has a solid variety of cuisines at reasonable price points.

**Interesting shops**—YES and NO. Currently there are only a few destination shopping experiences.

**Friendly people**—YES. Except for a handful of aggressive, non-pedestrian-friendly drivers, everyone we encountered was kind and helpful.

**No traffic**—YES and NO. While there is minimal traffic in most areas of town, the traffic along Commerce Street creates a dangerous pedestrian experience.

## Research Summary

### Brady Tourism Strategic Plan

#### Identified Strengths and Opportunities

- Courthouse Square buildings
- Brady Lake
- Well-known annual events
- Foundation of restaurants
- Lodging options
- Proximity to other places
- Country Music memorabilia collection
- Richards Park
- G. Rollie White Complex

#### Identified Challenges and Threats

- TXDOT plan for courthouse square
- Empty storefronts
- Limited shopping
- Brady Lake
- No city staff person focused on events
- Need decision on identity
- Lack of tourism strategic plan
- Need strategic plan to grow events
- Limited to non-existent cell service for many carriers
- Events aren't in places where people can spend money with local businesses

## Research Summary

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### Brady Tourism Strategic Plan

#### Recommendations from the Assessment

- Develop and implement Tourism Strategic Plan
- Complete southside gateway sign
- Redesign sign at golf course
- Recruit complementary shops on the square
- Improve and promote historic home tour
- Promote military aspects of museum
- Increase interpretation at County Music museum
- Clean up entrance area at G. Rollie White
- Address landscaping and playground issues at Brady Lake
- Claim business listings
- Review websites
- Be proactive with TXDOT about Courthouse Square Project
- Establish who you are and own it
- Tourism management strategy
- Grow/enhance current signature events
- Develop both product and events to support defined identity

## Research Summary

### Brady Tourism Strategic Plan

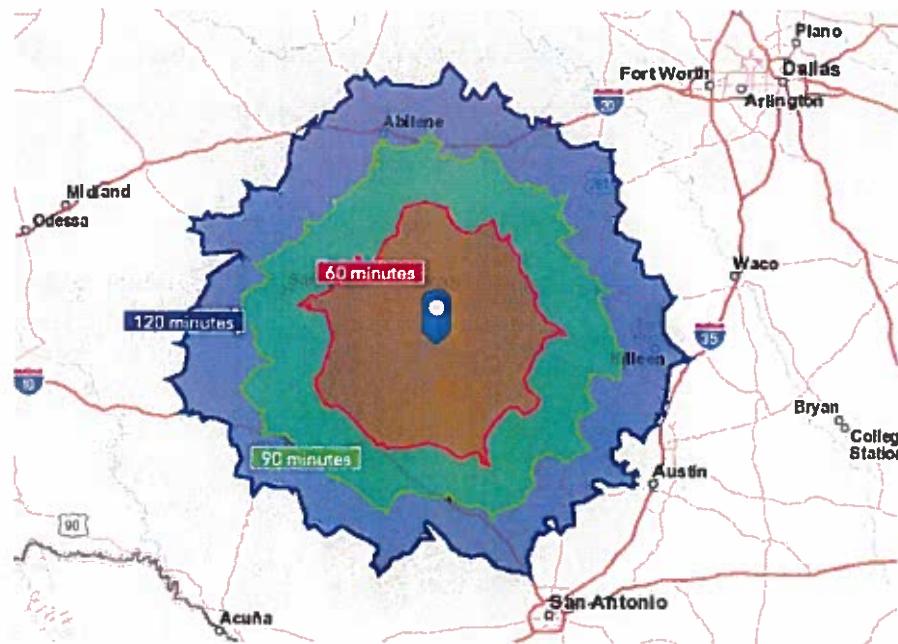
## DEMOGRAPHICS

Tourism marketing and product development focuses on bringing visitors to your community. To be successful, you need to know where those visitors might come from and what they might be interested in.

You also need to understand the psychographics and sociographics of local residents. This is important because creating and implementing any tourism plan that is contrary to what local residents want to do or how they want to spend their money will be counterproductive and risks diminishing the quality of life for residents.

Generally, people travel for one of two reasons: (1) leisure, including visits to friends and relatives; or (2) business. Leisure visitors, particularly those who live nearby, will form the foundation of Brady's tourism market for the next several years. While they may not stay overnight, as long as visitors live outside of Brady they qualify as tourists and HOT funds may be used to attract them to the community and provide services and activities to encourage them to stay longer and spend more.

The data below reflects Brady itself compared with the market within a 60 minute, 90 minute or 120 minute drive time.



## Research Summary

### Brady Tourism Strategic Plan

ESRI has developed a segmentation tool that provides an accurate, detailed description of American neighborhoods based upon their socioeconomic and demographic composition. Using these Tapestry segments for understanding your potential market will be useful as you implement the recommendations in this plan. (Note: Detailed information about each segment is included in the Appendix.)

Top segments for Brady (92.6% of population):

12C Small Town Simplicity

6F Heartland Communities

While the top segments for the 60-minute radius remain similar, as the distance increases, the composition of the area becomes more varied. Using this information as you plan and market events and activities to appeal to your audience will be helpful and prevent you from spending dollars marketing to people who aren't interested.

## PREVIOUS PLANS/REPORTS/INTERVIEWS

The planning process is a critical part of successful communities. Plans are the roadmap for identifying where you are, where you're going and how you'll get there.

But what happens when things change? Funding diminishes or disappears, priorities shift, or politics and new perspectives emerge. Often the chosen solution is to create a new plan to reflect the changes, which can result in another unimplemented plan gathering dust. It also leads to valid questions:

“Why are we spending money on a new plan? Can't the current/previous one be updated?”

“How will this plan be different?”

“Why should we spend the time and money on this plan when in a few years someone new is going to want to do it all over again?”

After completion of the Visitor Experience Assessment and multiple conversations and interviews with city staff, officials, and tourism stakeholders, Brady's 2013 Comprehensive Plan was reviewed.

## Research Summary

### Brady Tourism Strategic Plan

#### 2013 Comprehensive Plan

This plan was reviewed to identify sections that focus on tourism.

#### Chapter 2: Community Vision

Opportunities identified included recreational opportunities such as the lake, having places to eat, events at G Rollie White, and sports tournaments.

Goal 1: Create a land-use plan that promotes the development of quality housing options, recreation, tourism, Brady Lake, and a diversified economy.

Goal 4: Improve the City's visual appearance and identity.

"Brady residents should identify a brand or image for the community.... The city is already well known as a place for outdoor activities of wildlife. The city should build upon this existing marketable data and appeals to people looking for outdoor based recreation. However, the city should not be limited to just outdoor recreation and should focus on its historic nature and providing recreation opportunities for those individuals not interested in outdoor sporting events, such as hunting."

Goal 5: Promote recreational opportunities to support tourism and to provide a benefit to local residents

"The lake is one major opportunity that should be considered the opportunities around the lake are currently underutilized .... Other recreational opportunities that should be considered include sports recreation."

## Research Summary

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### Brady Tourism Strategic Plan

#### **What Our Team Heard From Others in 2016 and 2017**

##### **Vision for Brady Lake:**

- uses can be limited due to flooding
- lower elevations are used as recreation areas
- recreational uses should be the predominant land use with a conference/retreat center, parks in outdoor sporting activities, community festivals
- retail and commercial establishments such as restaurants would be appropriate
- city-owned boat docks, cabins and cabanas are in need of maintenance
- RV park should not allow long-term residents

##### **Downtown Vision:**

- downtown should be considered focal point of the community
- focus on developing tourism and recreational opportunities downtown
- a survey of downtown business owners should be conducted
- improve traffic flow around the courthouse
- improve pedestrian safety

##### **Recreational Facilities Vision:**

- baseball/softball facility updates are needed chamber and other individuals involved in economic development should be consulted when planning improvements to facilities to better understand what will make the park more attractive to tournaments
- develop a multipurpose recreational facility
- improve the connection between Richards Park and G. Rollie White
- purpose of G. Rollie White should be evaluated to expand use of the complex
- physical improvements to both G. Rollie White and Richards Park

## Research Summary

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### Brady Tourism Strategic Plan

#### Additional Tourism-Related Recommendations:

- investigate the feasibility of a conference/retreat center
- hold events in downtown to foster community spirit/pride and social interaction
- hold sports tournaments within the community
- create a new park downtown along Brady Creek and create connections to the train station, Heart of Texas Historical Museum, and courthouse
- improve the streetscape downtown and create a more walkable and pedestrian friendly downtown
- Enforce codes on substandard buildings.
- Provide cleanup assistance for homes and businesses.
- Need more separation between city and EDC.
- Need security for residents/affordable housing/food insecurity.
- Adopt potholes— beautify Brady one pothole at a time.
- Integrate hospital into the community.
- Do a pedestrian count downtown on Sundays.
- Become a Main Street community.

## Research Summary

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### Brady Tourism Strategic Plan

**If money and personnel were no object, what tourism product, activity or events would you like to see in Brady?**

- More chain restaurants
- Chain clothing stores
- H.E.B.
- More events
- Use G. Rollie White for equestrian event
- Use the facilities we have— airport, lake, racetrack, Civic Center, golf course, parks, museums, movie theater— but having all of these to maintain spreads resources too thin

**Event Ideas:**

- Car shows like Llano.
- Llano Crawfish Fest.
- Llano music on the square.
- Llano rock stacking.
- Canton 1st Monday flea market .
- Expand fly-in to the square.
- Have a monthly dance hall event at the Civic Center.
- Build upon Hunter's dinner.
- Do a pentathlon or triathlon at the lake.
- Do a D-Day reenactment at the dam at the lake for the 75th anniversary of D-Day in 2019.
- Antique shows with quality items.
- Ethnic, heritage and cultural events.
- Washer tournaments.

## Research Summary

### Brady Tourism Strategic Plan

#### **Civic Center Ideas:**

- Use Civic Center for concerts.
- Overcome mentality about the Civic Center that just because we built it, they will come.
- New sand plants could use it for local meeting space.
- Get referrals from San Angelo when their spaces are full.
- Need a system to subdivide space, could use curtains.
- During Goat Cook Off have vendors at Civic Center and run a shuttle between the hotels, park, and Civic Center.

## Mission, Identity, and Goals

### Brady Tourism Strategic Plan

#### **Mission Statement/Goals**

Every organization should have a mission statement. It clarifies your purpose, it determines your direction, it focuses on the future, and it provides a basis for decisions. A mission statement answers 4 basic questions:

- What do we do?
- How do we do it?
- Whom do we do it for?
- Why do we do it or what value do we create?

For Brady's tourism effort, the mission is:

*Brady will build upon its assets to create engaging visitor experiences and will be an effective steward of Hotel Occupancy Tax funds to market and support these experiences in ways that increase overnight visitation and local tax revenues.*

When developing goals to support the mission, it is important for the goals to be S.M.A.R.T—specific, measurable, attainable, relevant, and timely. The following goals meet these criteria and form the foundation for the recommendations outlined in this plan:

**Goal 1:** Increase the variety/quantity of visitor experiences by 25% within 3 years.

**Goal 2:** Increase utilization of the Civic Center by 50% within 5 years.

**Goal 3:** Effectively utilize HOT funds to increase overnight visitation by 15% within 3 years.

## Mission, Identity, and Goals

### Brady Tourism Strategic Plan

#### IDENTITY

At its core, the essence of this project is to make Brady a “3rd place” for residents and potential visitors. Their 1st Place is their home. Their 2nd Place is where they work. Their 3rd Place is where they hang out and spend their leisure time (and money). Third Places are important to demographic groups and smart communities work to establish their reputation as a local and regional option to meet this need.

However, communities cannot be all things to all people. Narrowing your focus and building your identity upon existing assets and the desired quality of life for residents is the most effective and sustainable approach.

Your identity is comprised of two things—an identity vision and identity pillars.

**Identity Vision:** A statement of fewer than 10 words that concisely describes the identity Brady is striving to become.

**Identity Pillars:** Concepts that support the identity while retaining Brady’s core characteristics.

Brady’s identity vision and the accompanying pillars are built upon defining and clarifying what it means to be “The True Heart of Texas.” Each of the recommendations in this plan supports this effort and meets one of the three goals.

#### BRADY’S IDENTITY VISION

A relaxing front porch filled with laughter and engaging experiences.

#### BRADY’S IDENTITY PILLARS

**Family/Relationships**—Building, sustaining and enhancing relationships with family, friends, and new acquaintances.

**Outdoor Activities**—Exploring the natural environment through a variety of sports and activities.

**Events**—Bringing people together in creative, engaging ways.

**Heritage**—Understanding and experiencing history and culture.

# Product Development Recommendations

## Brady Tourism Strategic Plan

### PRODUCT DEVELOPMENT

Enhancing and building upon existing assets is the easiest way to initiate tourism product development. Starting with what you have and what is already working, instead of rushing to create new attractions, will be less expensive and more supportive of the community. The recommendations in this section address ways to work with and build upon what you have.

As this plan is implemented, the emphasis will be less about generating overnight stays and more toward creating so much activity that, eventually, Brady will become a primary draw as a destination for people from throughout the region.

Specific information about the target audiences defined by both regional demographics and existing tourism product is provided in the Tourism Administration Recommendations and these audiences have been considered in the development of both the Product Development and Marketing Recommendations.

### 1.0 EVENTS

Events are an excellent tool for attracting visitors and, with a dedicated focus on developing new events and enhancing existing ones, this can be an effective way for Brady to increase visitation.

Keep in mind that events draw people to a community but, depending upon the structure and location of the event, attendee spending does not necessarily contribute to the local economy. One way to mitigate this is to create partnerships and have local restaurants and businesses be your event vendors.

There are three types of events:

- **Venue Events** where Brady provides the venue—places like the Ed Davenport Civic Center, Richards Park, or the Courthouse Square—and an outside group runs an event that may be attended by locals, visitors, or both.
- **Local Events** that primarily attract residents.
- **Visitor Events** that will attract both residents and visitors and may be hosted by the City, the Chamber of Commerce, or another local group or organization.

## Product Development Recommendations

### Brady Tourism Strategic Plan

Some of Brady's current/recent/past events include:

- World Championship BBQ Goat Cookoff
- Heart of Texas Country Music Festival
- Hogtoberfest
- Heart of Texas Thunder Drag Boat Races
- July Jubilee
- Christmas in the Heart
- Texas Muzzle Loader Association
- Golf Tournaments
- Hunter Appreciation Dinner
- Armed Forces Weekend Celebration and Fly-In
- Early Days Celebration

Some of these events are attended primarily by residents and others draw regional, state-wide, and out-of-state visitors. In addition to expanding current efforts, there are other ways to leverage events to both increase attendance and make them appealing to potential visitors.

## Product Development Recommendations

Brady Tourism Strategic Plan

### 1.1 EVENT RECRUITMENT (POTENTIALLY ELIGIBLE FOR HOT FUNDS)

Recruiting events is easier than creating and running them, and this type of event primarily attracts out-of-town visitors who often spend the night.

**1.1.1 Database**

Develop a database of local and regional groups including professional organizations, non-profits, niche organizations, and religious groups.

**1.1.2 Research the Competition**

Build a list of groups holding events in surrounding communities and identify those who could be accommodated using the facilities available in Brady.

**1.1.3 Event Marketing Collateral**

Develop a marketing piece (in digital and print) about why Brady would be a good location for an event that includes information about venues, food options, lodging and camping options, and support services.

**1.1.4 Examples of events include:**

- ✓ Classic Car Shows
- ✓ Square Dancing Groups
- ✓ Family reunions
- ✓ Biking/running group events
- ✓ Sports tournaments

## Product Development Recommendations

Brady Tourism Strategic Plan

### 1.2 LOCAL EVENTS (USUALLY NOT ELIGIBLE FOR HOT FUNDS)

An increase in events has been requested both by residents and city staff. Although local events are not eligible for support by HOT funds, they are important and can serve as building blocks for an event that attracts visitors.

#### 1.2.1 *Local Events*

Local events are important to strengthen communities, build relationships and provide activities for residents and their friends and family.

Event ideas include:

- ✓ Back-to-school events
- ✓ Boy Scout/Girl Scout Events
- ✓ Water-based sport “try it” events at the lake
- ✓ Health and wellness workshops/competitions
- ✓ Youth writing and art competitions/workshops
- ✓ Make up Brady-only holidays for each month or quarter
- ✓ Restaurant week
- ✓ Scavenger hunts
- ✓ Sidewalk Chalk Art contests/workshops
- ✓ Farm to Table meals
- ✓ First Night
- ✓ Support for local business events
- ✓ Annual alumni event/homecoming
- ✓ Expand Farmers Market

## Product Development Recommendations

### Brady Tourism Strategic Plan

#### 1.3 VISITOR EVENTS (POTENTIALLY ELIGIBLE FOR HOT FUNDS)

In addition to local events and events that are recruited to use Brady's venues, larger events should be developed to appeal to a broader geographic audience. These events don't need to be on the same scale as the Cookoff but, they should be able to grow and expand in ways that appeal to those from outside of Brady.

##### 1.3.1 General Events

Within three years, Brady could be hosting at least one major event every other month that attracts visitors. Ideas include:

- ✓ Mardi Gras
- ✓ Cinco de Mayo
- ✓ Microbrew Festival
- ✓ Local music festivals
- ✓ Food eating contests
- ✓ Water-based events at the lake
- ✓ Storytelling/Cowboy Poetry
- ✓ Liars' Festival
- ✓ Adventure races
- ✓ ATV Poker Runs

## Product Development Recommendations

Brady Tourism Strategic Plan

### 2.0 Ed DAVENPORT CIVIC CENTER

Increasing utilization of the civic center is important and this is possible, with the staffing outlined later in this plan.

#### 2.1. *Improvements needed*

In order for the Civic Center to be a competitive venue, some amenities are needed:

- ✓ Pipe and drape
- ✓ Tablecloths
- ✓ Rectangular tables
- ✓ New chairs
- ✓ Ability to provide electricity for booths

#### 2.2 *Increase Civic Center bookings*

One of the current challenges is the lack of a staff person responsible for developing leads, pursuing leads, and working with potential opportunities. After addressing this need, the following are possible options:

- ✓ Area business meetings and trainings
- ✓ Weekends for niche collectors/enthusiasts
- ✓ Writer's workshops
- ✓ Songwriter's workshops
- ✓ Monthly dance parties
- ✓ Home show
- ✓ Agricultural-related trade shows

## Product Development Recommendations

### Brady Tourism Strategic Plan

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#### 3.0 OUTDOOR RECREATION

In addition to events that are held outside, two of Brady's draws are hunting and activities at Brady Lake.

##### *3.1 Hunting*

Since hunting access and activities are on private land, development of the activities and opportunities is something that the tourism staff can't facilitate, however, when special events or offerings are available, there is an opportunity for marketing partnerships.

##### *3.2 Brady Lake*

As improvements continue at the lake, there will be more opportunity to use the lake as a venue for events. Additional information should be available about where to rent equipment, where to get licenses, and where the public access points are located.

When visitors are at the lake, they are contributing to the local economy in limited ways. An information kiosk at the store would be beneficial to encourage people to come into town and shop or have a meal or attend an event.

##### *3.3 Trails*

Creating a trail system, whether for hiking, biking, or BMX, would serve three purposes: (1) add an activity resource for residents; (2) create a potential draw for visitors; and (3) serve as a venue for competitions and training workshops.

## Product Development Recommendations

### Brady Tourism Strategic Plan

#### 4.0 DOWNTOWN

Brady's downtown has incredible potential. It also has multiple challenges. The area needs significant attention and requires capital investment.

##### 4.1 Critical Mass

Downtowns are a draw when they have a concentration of shopping, dining and entertainment options clustered in one place. Brady's courthouse square needs a better, stronger business mix to be competitive as an option for visitors and residents.

This may mean creating relocation incentives to move inappropriate businesses to other areas of town and to encourage property owners to partner in recruiting targeted business types.

As an overall goal, Brady should strive to have the following business mix around and within one block of the square:

- ✓ 10 retailers that appeal to both residents and visitors
- ✓ 10 food-related businesses—restaurants, ice cream, candy, specialty foods
- ✓ 10 places open after 5 p.m. at least 3 nights a week

##### 4.2 TXDOT

Many small towns struggle with getting traffic into their downtown but, this isn't the problem for Brady. In fact, it's just the opposite. Due to the multiple highways converging on the courthouse square, pedestrians deal with semi trucks along with passenger vehicles on the narrow streets. Trying to back out of a parking space on Commerce Street is not for the faint of heart.

Continue to aggressively lobby TXDOT for improvements to the traffic flow and pedestrian safety around the square. Just because the project is currently mothballed doesn't mean it has to stay that way.

## Product Development Recommendations

Brady Tourism Strategic Plan

### 5.0 MAIN STREET

Becoming part of the Texas Main Street program is a recommendation that has been made before. Spend the next few years preparing and file an intent to apply in 2019 so you can apply for 2021.

#### 5.1 Recruitment

Making a focused effort to recruit and sustain downtown businesses is a key component of the product development effort. Without assistance in creating a critical mass of shops, restaurants, and activities, it will be extremely difficult for downtown to be what it could be. Organic growth is unpredictable and has not been sustainable over the past several years. Brady already has home goods destination retail and that is an excellent foundation. Adding more quantity and variety will increase downtown's appeal as place for visitors to spend the day. Types of businesses to be considered for recruitment:

- ✓ Toys and games
- ✓ Children's clothing
- ✓ At least two more restaurants
- ✓ Food-related (natural foods, oil and vinegar, herbs)
- ✓ Outdoor equipment sales and rentals
- ✓ Brewery
- ✓ Wine bar
- ✓ Women's clothing

Starting with the goal of attracting 25 more people each day for shopping and activities with dining and music in the evening is realistic. Increasing that number to 200-300 a day on Friday, Saturday, and Sunday is possible, but not without adding events and a strong recruitment and support process. Downtown is the heart of Brady but it has been struggling for many years. A Main Street/Downtown Manager position within the City as a part of Economic Development is, realistically, the most effective alternative for creating a vibrant, sustainable downtown.

## Product Development Recommendations

### Brady Tourism Strategic Plan

## 6.0 PUBLIC ART

### *6.1 Public art*

For public art to be eligible as a HOT fund expense, it must, at a minimum, provide an experience for nonresidents and hotel guests and not be primarily targeted at and/or primarily attended by Brady residence. While it is true that up to 15% of each year's HOT funds may be allocated to public art, there is no requirement that any monies be spent on public art.

Dare to be creative—add art in unexpected places, hire street performers for the farmers market and other events. Use large blank walls as canvases and create collaborative murals.

### *6.2 Art activities and events*

Activities incorporating the arts are the easiest and least expensive place to start.

- ✓ Instagram scavenger hunts
- ✓ Make and take events
- ✓ Collaborative murals or mosaics
- ✓ Spoken word or poetry readings
- ✓ Young writer workshops
- ✓ Parent/child or grandparent/child memory board events
- ✓ Storycorps-type events
- ✓ Plein air painting at various locations
- ✓ Photography walks

## Marketing Recommendations

Brady Tourism Strategic Plan

### MARKETING

Decisions about when and where to travel are influenced by a variety of information sources:

- ✓ Recommendations from friends/family
- ✓ Books, TV shows, movies
- ✓ Newspaper and magazine articles
- ✓ Blogs
- ✓ Google/Facebook/Banner Ads
- ✓ Billboards
- ✓ Brochures (that can be obtained in dozens of ways)
- ✓ Suggestions by retail/restaurant/hotel staff
- ✓ Overhearing conversations held by strangers
- ✓ Social media channels
- ✓ Websites
- ✓ Review sites (TripAdvisor, Yelp, Google)
- ✓ Claimed listings

The content provided by some of these is under your control but when and if the information connects with a potential visitor isn't. Creating as many touchpoints as possible that are targeted to a specific audience is the best approach.

## Marketing Recommendations

### Brady Tourism Strategic Plan

#### 7.0 AUDIENCE

Understanding your markets makes decisions about how to promote Brady easier. You are trying to appeal to everyone and your message can be more specific. People don't want to know that you have something for everyone. They want to know what you have to offer for them.

##### *Day Trip Markets*

The primary day trip market for Brady is people who live within a 90-minute drive. Becoming and remaining a favored destination for this group will require an emphasis on:

- ✓ Proximity
- ✓ Bringing them into the "locals" club with special deals and events
- ✓ Providing a better/different experience than they can get closer to home
- ✓ Cultivating customer/visitor loyalty

##### *Overnight Market*

Once the daytrip market is well-established, tourism staff will be better able to define the appropriate overnight niche markets. Brady's appeal will be directly related to the amount of product development that occurs.

##### *Drive Through Market*

The multiple highways criss-crossing Brady often create a traffic headache but they also bring hundreds of people a day to your community. They stop to eat and they stop to buy gas. Providing them with information about upcoming events or specials at local retailers helps encourage them to stay a little longer or come back.

##### *Friends and Family*

Every kitchen table in Brady should be considered a concierge desk. Providing residents with updated information about events and shopping and dining options encourages them to spend their time and money in Brady when friends and family visit.

## Marketing Recommendations

### Brady Tourism Strategic Plan

#### 8.0 DIGITAL FOOTPRINT

It's time for Brady's online presence to be revamped. Start with the development of a new, tourism-specific website.

##### *8.1 Website URL*

[www.visitbrady.com](http://www.visitbrady.com) has already been claimed and will be used once the new website is developed. This allows for an independent online presence for tourism.

##### *8.2 Website redevelopment*

As the new website is developed be sure that the format and content are able to be easily updated. One of the most important rules for your website is that it must be current. If it isn't, the impression it communicates is one of a dying community. Start simple. You don't have to have 50 pages before you go live. Get the basics down, launch, and then keep adding content.

Initial considerations:

- ✓ Lodging information
- ✓ Restaurant information
- ✓ Retailers that might appeal to visitors
- ✓ Be sure it's mobile friendly
- ✓ Upcoming events
- ✓ Don't just use lists
- ✓ Be sure to include links
- ✓ Photos/video
- ✓ Include social links for every business that has them

Links are important and challenging to keep up-to-date. It is worthwhile to keep a list of outbound links to businesses, etc. that are used in your website. This makes it easier to just click through each one on a monthly basis to make sure they are still live.

## Marketing Recommendations

### Brady Tourism Strategic Plan

#### 9.0 SOCIAL CHANNELS

Leveraging social media is an inexpensive way to have a significant impact. Online chatter is a presence with an on-going shelf life and meets the visitor's desire to have information available 24/7.

While there are dozens of social media tools that are used by tourism entities, however, the key is to use the ones that your visitors and potential visitors use. If your audience isn't hanging out on Twitter, don't waste your time (unless you have a full-time social media manager).

##### 9.1 *Editorial Calendar*

Setting up a calendar to know what you will promote and when allows for creating content in advance and helps to keep the message on track. Events can be added and the content schedule adjusted. The calendar provides a roadmap and helps you to know whether there are topics that need more attention.

##### 9.2 *Platforms to use*

Try to keep social media as a conversation. It's okay to link back to a relevant page on your website or to invite people to events, but keeps the sales pitch low-key. Social media is a conversation, entice people to want to know more instead of hitting them over the head.

Using the following platforms should target most of your potential visitors:

- ✓ Facebook
- ✓ Instagram
- ✓ YouTube

##### 9.3 *Negativity*

Social media has become a safe space for those with complaints or who choose to whine or attack others and the natural inclination is to hide from negative comments or posts. While sometimes it is better to let it go and let the community as a whole deal with it, staff should contact anyone who has a concrete or detailed complaint. Determine what the real issues are and be creative in resolving them.

If there is a response necessary, try to put it into a post of its own instead of as a response to their comment. This avoids it being buried or lost. If it's important enough for your response, it's important enough to stand on its own.

## Marketing Recommendations

### Brady Tourism Strategic Plan

#### 10.0 PARTNERSHIPS

Maintaining relationships with a variety of current and potential partners is important for a number of reasons. It helps keep you up-to-date on what's happening, it fosters collaboration, and it makes Brady stronger as a destination.

##### *10.1 Tourism Organizations*

Brady should be an active member of the following organizations to take advantage of the resources and expertise they provide.

- ✓ Texas Forts Trails
- ✓ Texas Downtown Association (TDA)
- ✓ Texas Association of Convention and Visitor Bureaus (TACVB)

##### *10.2 Local Businesses and Attractions*

Creating strong two-way communication with local businesses and attractions helps everyone know what's going on and where support or information are needed.

One tool that can be added is a monthly update about events and special promotions. This is particularly beneficial as part of the resources available to frontline staff who get questions about what there is to do in Brady.

##### *10.3 Area Communities*

Surrounding communities are both your competition and your partners. Supporting each other's major events by adding them to event calendars and coordinating to provide overflow lodging are easy ways to do this. The more people who come to the region, the better the opportunity for you to get them to Brady.

## Marketing Recommendations

### Brady Tourism Strategic Plan

#### 11.0 GROUPS/CONFERENCES/NICHES

Identifying the groups and organizations who might be interested in the Civic Center is the first step. Letting them know what is available and finding ways to meet their needs will be more successful for everyone.

Search for potential groups and organizations and contact their directors or event planners to get on their RFP lists. Let local residents know about the facilities that are available. They belong to a number of social, military, educational, religious or fraternal groups and organizations, plan family reunions, and have ideas about events.—do they know that Brady can host their groups?

#### 12.0 PUBLIC RELATIONS

Public relations focuses on managing the public perception of Brady. While it can be considered a form of marketing, it isn't focused specifically on sales or driving visitation. It's all about positive publicity.

Opportunities like "American Pickers" don't shout "come visit Brady" but they do put Brady in the spotlight. Coverage of the Goat Cookoff by Texas Highways magazine or a segment with Chet Garner on The Daytripper provide third-party endorsements and information that are considered more interesting and reliable by your audience.

Continue and to seek out these opportunities and consider partnering with area communities to provide more options for visitors.

## Marketing Recommendations

### Brady Tourism Strategic Plan

## 13.0 TRADE SHOWS

Attending tradeshows can be effective if they target appropriate audiences. Once you have increased the number of events and improved Brady's tourism product, attending select shows will be worth the time and expense.

Shows to consider include:

- ✓ Lone Star Outdoor Show
- ✓ TX Society of Association Executives Annual Conference

## 14.0 ADVERTISING

Advertising in magazines or producing rack cards is the traditional means of marketing a destination. Today the choices have expanded exponentially. There is still a need for collateral and advertising in targeted publications, but the majority of contact points will need to be online in order to connect with your market.

### 14.1 Collateral

Every community still needs some printed materials. Not everyone access their information digitally. At a minimum you should have the following both digitally and in print (and the print version should be updated annually):

- ✓ Visitor Guide
- ✓ Major event calendar
- ✓ Rack cards for Goat Cookoff

Make sure materials are available at TXDOT VICs, especially the Goat Cookoff rack card. For now, that is what sets you apart.

### 14.2 Print Advertising

Put together an annual plan focusing on major events and advertising in regional and statewide tourism-focused publications.

### 14.3 Online Advertising

Create an annual plan for promoting events, allowing enough flexibility for spontaneous opportunities that arise.

## Marketing Recommendations

### Brady Tourism Strategic Plan

#### 15.0 MONITOR THE COMPETITION

It is important to define and keep an eye on your competition. When a community is doing things well people want to emulate them.

##### *Events*

Subscribe to events calendars for surrounding communities. This will be important as new events are developed. You'll know what others are doing and where there are opportunities to partner or create complementary experiences.

##### *Marketing*

Take the time to see how others are using social media and what marketing programs, social media initiatives or special offers are complementing or competing with the ones offered by Brady.

# Tourism Administration Recommendations

## Brady Tourism Strategic Plan

### TOURISM ADMINISTRATION

Brady needs to formalize its tourism presence. Creating a designated tourism entity—Visit Brady—the city's stature will rise and it will be more effective at increasing tax revenues and will provide a focused effort for utilizing the Civic Center.

### BASIC DATA

Year-over-year data is important as a means of identifying negative trends and taking actions to reverse the downward trajectory. Looking at the big picture helps put a single year in perspective and helps account for influences that are beyond the control of a local community. Virtually every destination saw a significant impact from the 2008 Financial Crisis but, as you can see from the data below, the impact on spending, tax revenues, and employment were not simultaneous.

In Texas, natural disasters, volatile weather, and the ebb and flow of the oil and gas industry also create anomalies not seen in the rest of the country.

The good news for Brady is that the results of the tourism efforts in 2017 (led primarily by the Brady/McCulloch County Chamber of Commerce) have been dramatic and have positioned Brady to continue strengthening its tourism product and its appeal to visitors.

TOTAL DIRECT TRAVEL SPENDING (M)	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
McCulloch Co	\$16.6	\$14.2	\$15.0	\$18.3	\$18.0	\$17.9	\$19.0	\$16.6	\$15.50	\$18.5
Growth %	12.50%	-14.60%	5.90%	21.70%	-1.50%	-0.60%	6.00%	-12.20%	-6.60%	18.90%
TOTAL DIRECT EMPLOYMENT	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
McCulloch Co	140	170	140	180	160	160	160	160	150	160
Growth %	0%	21.40%	-17.60%	28.60%	-11.10%	0%	0%	0%	-6.20%	6.70%
TOTAL LOCAL TAX RECEIPTS (000)*	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
McCulloch Co	\$160	\$170	\$160	\$220	\$230	\$230	\$280	\$280	\$250	\$350
Growth %	14.30%	6.30%	-5.90%	37.50%	4.50%	0%	21.7%	0%	-10.70%	40.00%

Data: Office of the Governor, Economic Development & Tourism

\*does not include HOT receipts

## Tourism Administration Recommendations

### Brady Tourism Strategic Plan

#### 16.0 VISIT BRADY STRUCTURE

While it might seem appropriate to add a city position and department, this would not be the most efficient or cost-effective choice. By building upon the efforts to-date by the Brady/McCulloch County Chamber of Commerce, Brady will be able to keep moving forward. Creating a new position and new department will take time and will not be easy.

Recruiting a competent person capable of starting a successful tourism department from scratch will necessitate a salary of about \$75,000 plus benefits. Once the person is hired, there will be a significant delay before they understand Brady's tourism product, create and produce events, set up a sales process for filling the Civic Center, and create annual marketing and editorial plans.

The recommendation is that the City of Brady contract with the Chamber to establish Visit Brady and operate it for three years. A tourism board would be established for oversight and, at the end of three years, there will be an established, effective entity and it would, potentially, be feasible for the City to hire a director and other staff as city employees.

## Tourism Administration Recommendations

### Brady Tourism Strategic Plan

## 17.0 STAFFING

Initial staffing for Visit Brady would consist of 2 positions (1.5 FTE):

**17.1 Tourism Director (0.5 FTE)**

This position oversees all tourism activities with primary responsibility for:

- ✓ Budget, including monthly reports
- ✓ Grants
- ✓ Marketing Plan implementation
- ✓ Training partners
- ✓ Overseeing development efforts
- ✓ Maintaining and leveraging partnerships

**17.2 Events & Engagement Manager (1.0 FTE)**

This position has primary responsibility for the following:

- ✓ Event development and production
- ✓ Assisting with marketing plan implementation
- ✓ Increasing utilization of Civic Center
- ✓ Communicating with partners
- ✓ Event and activity calendar

## 18.0 VISITOR CENTER

A new, more welcoming visitor center location should be considered to provide the following services:

- ✓ Better parking
- ✓ Meeting and work space for groups planning events
- ✓ Display space for art and cultural exhibits
- ✓ Office space for future Main Street Director
- ✓ Storage for event materials

## Tourism Administration Recommendations

### Brady Tourism Strategic Plan

#### 19.0 BUDGET

In order to facilitate the creation of Visit Brady and implement the recommendations in this plan, Visit Brady should be provided with 95% of the city's annual H.O.T. revenues with 5% being held in reserve by the City for future tourism infrastructure costs, including upgrades to amenities at the Civic Center.

#### 20.0 GRANTS

Visit Brady would establish a grant review committee as a part of the Tourism Board to oversee the grant process.

#### 21.0 REPORTING DASHBOARD

Once the specific criteria are identified by the City Manager, City Council, and Visit Brady, a reporting dashboard will be created for submission to Council on a monthly basis. Some ideas for information to be included in the dashboard are:

- ✓ Budget/Expenditure overview
- ✓ Walk-ins at Visitor Center
- ✓ Website visits, pages visited, time on site
- ✓ Facebook/Instagram/YouTube followers, engagement
- ✓ Hotel occupancy rates
- ✓ Event attendance numbers

## Tourism Administration Recommendations

### Brady Tourism Strategic Plan

## 22.0 TRAINING

On-going training, both for stakeholders and for Visit Brady staff, is important to raise the level of Brady's tourism product and to remain current with industry knowledge.

### 22.1 *Staff Training*

Both the Director and the Events & Engagement Manager should attend Tourism College sponsored by TTIA and, at a minimum, the Director should attend both the TDA and TACVB annual conferences along with any relevant workshops throughout the year.

### 22.2 *Digital Training*

Continue the effort to get local businesses to claim their Google, Yelp and TripAdvisor listings and offer annual social media training to help them improve their reach.

### 22.3 *Event Training*

An important role for Brady's tourism entity is to develop training and assistance for businesses who want to create their own events. Most businesses do not know where to start when it comes to determining the type of event that might be appropriate for their business.

Training in how to identify creative ways to provide an engaging, experiential promotion for customers will add to the city's event opportunities and can infuse new energy into a business's customer service delivery.

## Implementation Plan

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### Brady Tourism Strategic Plan

**AN IMPLEMENTATION PLAN WILL BE ADDED ONCE THE PLAN IS APPROVED.**

## Appendix—Main Street Program Application

### Brady Tourism Strategic Plan

#### BECOMING A MAIN STREET COMMUNITY

(FROM THE TEXAS HISTORICAL COMMISSION WEBSITE—[HTTP://WWW.THC.TEXAS.GOV/BECOMING-MAIN-STREET-COMMUNITY](http://www.thc.texas.gov/becoming-main-street-community))

An applicant from a community of less than 50,000 in population applies as a small-city program through city government. An urban program with more than 50,000 population may choose to apply either under state government or through a stand-alone non-profit.

To apply, a community must agree to hire a full-time Main Street Director, adequately budget for the local program, and show the following:

- Historic commercial fabric and historic identity—The historic significance of the proposed Main Street area and the interest in and commitment to historic preservation.
- Community and private sector support and organizational capacity—Demonstrates community and private sector support for the program. (The capability of the applicant to successfully implement the Main Street Program.)
- Support and financial capacity—Demonstrates the public sector support and the financial capability to employ a full-time manager, fund a local Main Street Program and support downtown-related projects.
- Physical capacity—The cohesiveness, distinctiveness and variety of business activity conducted in the proposed Main Street Program area.
- Demonstrated need—The need for the Main Street Program and its expected impact on the city.

For reference, the application and process for 2017 can be found at: <http://www.thc.texas.gov/becoming-main-street-community>

# City Council

## City of Brady, Texas

### Agenda Action Form

AGENDA DATE:	5/15/18	AGENDA ITEM	7.I.
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding final Demolition Order 2018-22 in accordance with Code of Ordinances Section 3.207 for 306 West Marie Street (Public Hearing held 12/19/17).		
PREPARED BY:	Daniel Greenwood	Date Submitted:	5/10/18
EXHIBITS:	Photos of Property		
BUDGETARY IMPACT:	Required Expenditure:	\$1,350.00	
	Amount Budgeted:	\$30,000.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			

#### SUMMARY:

This property is located at 306 West Marie on the Northwest side of Brady and has not had utilities connected since July 13, 2012.

Owners: Joe Sanchez  
 Last Known Address: 700 South Elm  
 Property Taxes: \$534.78 as of 5-10-18  
 Amount of Tax Lien: \$2,480.00

#### Action taken:

**July 01, 2015** – A complaint was received for dilapidated structure and high grass. Peter Lamont spoke3 with owner's son who said they would clean up the property.

**July 07, 2015** – Same complaint was received from the same person. McCulloch County Appraisal District had this on their list to be seized for taxes and sold at auction.

**September 20, 2016** – Complaint was received that door was open and children were in the structure. First notice of violation was sent to the new owner.

**November 30, 2016** – Case was closed for voluntary compliance.

**November 15, 2017** – Peter Lamont received a complaint for dangerous building and high weeds.

**December 01, 2017** – House posted with letter to owner and “DO NOT ENTER” sign.

**December 05, 2017** – Letter sent by certified mail to owner.

**December 06, 2017** – Public hearing notice posted in the newspaper.

**December 19, 2017** – City Council issued Demolition Order 2018-22.

**December 29, 2017** – Permit issued for construction fence to be placed on the property for repairs to be made.  
– No fence has been erected

**May 08, 2018** – Pictures taken of property for follow up. Property condition remains dilapidated and in poor/unsafe and dangerous condition.

**May 09, 2018** – Attempt made to follow up with owner at last known address of 700 South Elm. Gate was locked with chain and verbal attempts to contact resident were unsuccessful. Dog was barking and property heavily overgrown with vegetation. Attempts at phone contact were also unsuccessful. Pictures taken.

**The structure satisfies the substandard and dangerous conditions set forth in Section 3.207 of the Code of Ordinances:**

- (1) The building or structure is liable to partially or fully collapse.
- (4) The foundation or the vertical or horizontal supporting members are twenty-five percent or more damaged or deteriorated.
- (6) The structure has improperly distributed loads upon the structural members, or the structural members have insufficient strength to be reasonably safe for the purpose used.
- (7) The structure or any part thereof has been damaged by fire, water, earthquake, wind, vandalism or other cause to such an extent that it has become dangerous to the public health, safety and welfare.
- (10) The structure, because of its condition, is unsafe, unsanitary, or dangerous to the health, safety and general welfare of the city's citizens including all conditions conducive to the harboring of rats or mice or other disease carrying animals or insects reasonably calculated to spread disease.
- (12) The structure is unsafe, unsanitary or dangerous to the health, safety and general welfare of the city's citizens due to a nuisance that constitutes an unsanitary condition on property as defined in Section 8.106 of the city code.

**RECOMMENDED ACTION:**

Authorize final Demolition Order 2018-22.

## DEMOLITION ORDER 2018-22

### **AN ORDER OF THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS TO THE OWNER OF THE PROPERTY LOCATED AT 306 WEST MARIE, BRADY, MCCULLOCH COUNTY, TEXAS WITH REGARD TO THE ABATEMENT OF THE SUBSTANDARD AND DANGEROUS PREMISES**

**WHEREAS**, on December 5, 2017, the City provided the owner of the property located at 306 West Marie, Brady, Texas with notice, via certified mail, of a hearing to be held on December 19, 2017; and

**WHEREAS**, on December 19, 2017, the City Council conducted a public hearing concerning the structure located at 306 West Marie, Brady, Texas to determine whether to order the demolition or repair of the structure under Section 3.212 of the Brady Code of Ordinances (Dangerous Premises); and

**WHEREAS**, the City Council finds that all proper notices have been sent as required by City Ordinances; and

**WHEREAS**, based upon the evidence presented, the City Council finds that the Property is in violation of the ordinances regarding substandard structures under Section 3.207 of the City of Brady Code of Ordinances (Dangerous Premises); and

**WHEREAS**, the property owner, Joe Sanchez, did/did not appear at the hearing; and

**WHEREAS**, the City Council finds that the structure is unoccupied; and

**WHEREAS**, the City Council finds based on the evidence presented at the hearing that the structure contains nuisance conditions that constitute a hazard to the health, safety and welfare of the citizens and are likely to endanger persons and property; and

**WHEREAS**, the City Council takes notice of and incorporates all evidence presented, including photographs and the issuance of notices, for its consideration of this matter and incorporates the same into the body of this Order for all purposes; and

**WHEREAS**, based upon the evidence presented, the City Council finds that the Property is in violation of the Dangerous Premises Ordinance; and

**WHEREAS**, the City Council finds that the structure is dilapidated, substandard and/or unfit for human habitation, constitutes a hazard to the health, safety and welfare of the citizens and likely to endanger persons and property.

### **NOW THEREFORE, IT IS HEREBY ORDERED BY THE CITY COUNCIL OF THE CITY OF BRADY THAT:**

- (1) The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes and findings of fact.
- (2) The structure located at 306 West Marie, Brady, Texas, Brady, Texas satisfies one or more of the substandard and dangerous conditions set forth in Section 3.204 of the Brady Code of

Ordinances (Dangerous Premises). Specifically, Subsections, (1) The building or structure is liable to partially or fully collapse, (4) The foundation or the vertical or horizontal supporting members are twenty-five percent or more damaged or deteriorated, (6) The structure has improperly distributed loads upon the structural members, or the structural members have insufficient strength to be reasonably safe for the purpose used, The structure has improperly distributed loads upon the structural members, or the structural members have insufficient strength to be reasonably safe for the purpose used, (7) The structure of any part thereof has been damaged by fire, water, earthquake, wind, vandalism, or other cause to such an extent that it has become dangerous to the public, health, safety and welfare, (10) The structure, because of its condition, is unsafe, unsanitary, or dangerous to the health, safety or general welfare of the city's citizens including all conditions conducive to the harboring of rats or mice or other disease carrying animals or insects reasonably calculated to spread disease, (12) The structure is unsafe, unsanitary or dangerous to the health, safety and general welfare of the city's citizens due to a nuisance that constitutes an unsanitary condition on property as defined in Chapter 8 of the city code, of Section 3.207 of the Code of Ordinances have been violated. Therefore, the City is authorized to demolish the building under Section 3.210 of the City Code of Ordinances

(3) The owner is hereby ordered to demolish the structure located at 306 West Marie, Brady, Texas by no later than ninety (90) days from the date of this Order, which is March 18, 2018; and

(4) This property will be inspected for compliance with this order on March 18, 2018. If the owner fails to demolish and remove the building before March 18, 2018, the City will demolish and remove the building and assess the expenses against the lot, tract, or parcel of land or the premises upon which such expense was incurred.

It is specifically determined that the recitals in this order are incorporated by reference as findings of fact and that the meeting that the City Council passed this order was open to the public, and that the public notice of the time, place, and purpose of the meeting was given as required by the Texas Open Meetings Act.

**ORDERED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_.**

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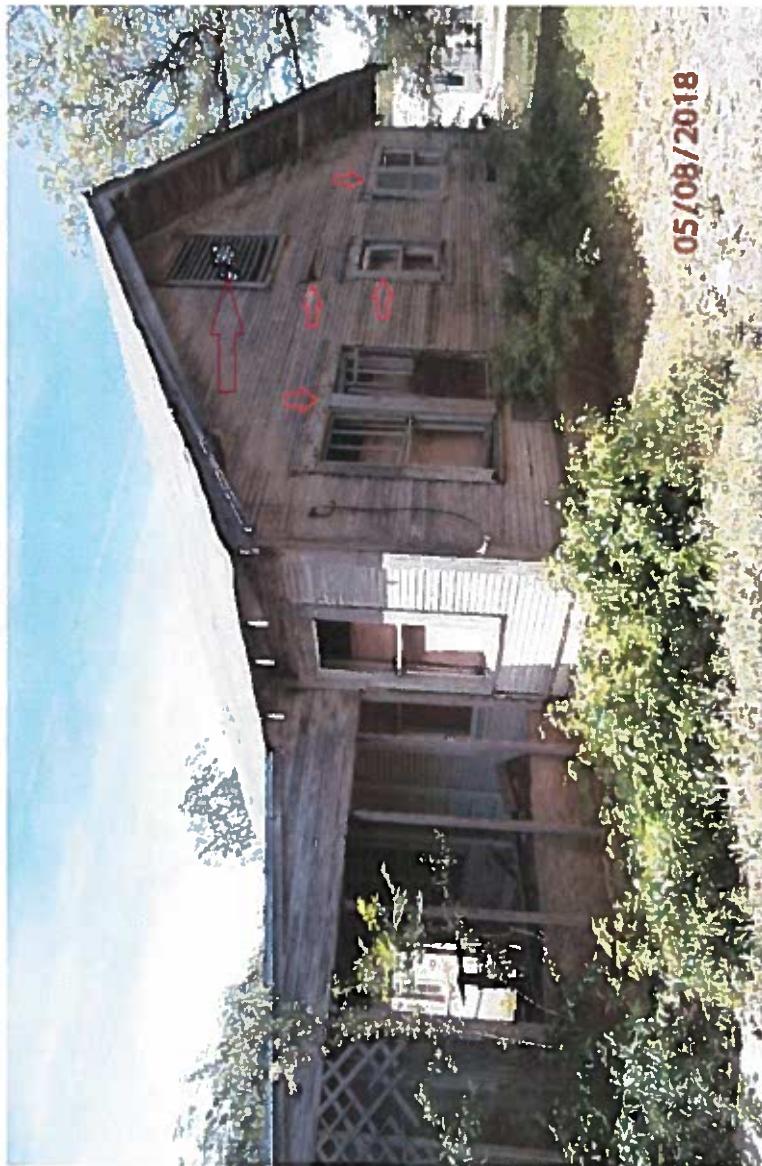
Anthony Groves, Mayor

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

ROOF DAMAGE APPARENT WITH HOLES,  
SAGGING AND ROTTING UNDER SHINGLES



WINDOWS BROKEN/MISSING AND FRAMES  
WARPED, SIDING ROTTING/PEELING AWAY.



05/08/2018

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	05/15/2018	<b>AGENDA ITEM</b>	7.J.
<b>AGENDA SUBJECT:</b> Discussion, consideration and possible action to award the low bid to Jurgensen Pump LLC of Valley Mills, Texas and authorizing the City Manager to enter into a purchase agreement for the submersible pump motor for Well 5 replacing a faded oil-shaft vertical turbine pump (\$76,000).			
<b>PREPARED BY:</b> S. Miller / G. Jacobson		<b>Date Submitted:</b>	05/08/2018
<b>EXHIBITS:</b> Bid Tabulation			
<b>BUDGETARY IMPACT:</b>		<b>Required Expenditure:</b> \$76,000.00	<b>Amount Budgeted:</b> \$200,325.00
		<b>Appropriation Required:</b> \$00.00	
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b> Well No. 5 failed late last summer and has been off line for several months. This particular well pump is vital for summer pumping demands. City staff solicited sealed bid proposals through proper advertisement and notices for two (2) types of pump products: a) oil-shaft vertical turbine pump and b) submersible pump & motor. Prices for both pump types were solicited in order to determine the cost comparison between these two types of setups. On Wednesday April 25, city received 6 sealed bid submissions and subsequently a bid tabulation was developed and is provided as follows (also shown in Exhibit)			
A low total base bid price of \$76,000.00 ( <i>\$71,000.00 for submersible pump &amp; motor and \$5,000.00 for labor, equipment &amp; material to install, test &amp; startup</i> ) for a submersible pump/motor was submitted from Jurgensen Pump of Valley Mills, TX. The submersible product is deemed more reliable and longer lasting than an oil-shaft vertical pump. No alternate pricing is being considered.			
City staff recommends the purchase of the submersible pump/motor from Jurgensen Pump LLC in the amount of \$76,000.00.			
<b>RECOMMENDED ACTION:</b>			
Move to award the low bid of \$76,000 to Jurgensen Pump LLC and to authorize the City Manager to enter into a purchase agreement for (1) submersible pump/motor including all labor, material and equipment as well as testing for a complete installation at Well No. 5.			

WATER WELL NO. 5- BID TABULATION

Item / Name	Qty.	Unit	Unit Price	Total Cost
1. Vertical Turbine Pump - 200 Hp	1	L.S.	\$165,921.00	\$165,921.00
Replace Stainless Steel Airite	610 FT.		\$2.62	\$1,598.20
Assemble tubes, bearings, shafts at shop	10 H.P.S.		\$75.00	\$750.00
Msc. items needed at install				
<b>2. Provide All Labor, Equip &amp; Material to Instal Test &amp; Setup</b>	1 L.S.		\$169,269.00	\$169,269.00
<b>Total Base Bid</b>		<b>Total</b>		<b>\$339,558.20</b>
<b>3. ALTERNATE Extended Warranty 2 1/2 Yr</b>	1 L.S.		\$2,500.00	\$2,500.00
<b>GRAND TOTAL</b>			<b>\$341,058.20</b>	<b>\$341,058.20</b>

Alsey Inc., San Antonio	Westinger Inc., Conroe
unit price	unit price
1 L.S.	\$85,200.00
610 FT.	\$85,200.00
10 H.P.S.	\$85,200.00
<b>Subtotal</b>	<b>\$170,000.00</b>

Peerless Equipment, San Antonio M&S	Jurgensen Pump LLC, Valley Mills
unit price	unit price
1 L.S.	\$70,000.00
<b>Subtotal</b>	<b>\$70,000.00</b>

Advanced Water Well Technologies, LLC, Converse	Smith Pump Company, Inc., Waco
unit price	unit price
\$64,795.00	\$82,150.00
<b>Subtotal</b>	<b>\$64,795.00</b>

1. Convert to Submersible Pump & Motor - 175hp	1 EA.	\$7,927.50	\$7,927.50	
Goals 4 Stage Pump	1 EA.	\$28,737.50	\$28,737.50	
8 1/2 HP 60V 3PH Franklin Motor	1 EA.	\$28,737.50	\$28,737.50	
250MCM 3 conductor w/gnd	650 FT.	\$39.50	\$25,675.00	
(30) 8' x 20' Sea Column Pipe	30 EA.	\$1,156.50	\$34,695.00	
(1) 8' x 5' Sea Column Pipe	1 EA.	\$437.00	\$437.00	
8" O.L. Check Valve	1 EA.	\$2,475.00	\$2,475.00	
Stainless 1 1/2" Airite	610 FT.	\$2.62	\$1,598.20	
Msc. Expenses	1 EA.	\$1,500.00	\$1,500.00	
Modifying Discharge Head	1 EA.	\$1,500.00	\$1,500.00	
Instal / Start Up Submersible Pump	20 H.P.S.	\$225.00	\$4,500.00	
				<b>\$100,650.00</b>
<b>Subtotal</b>		<b>\$78,500.00</b>	<b>\$78,500.00</b>	<b>\$91,655.00</b>
<b>2. Provide All Labor, Equip &amp; Material to Instal Test &amp; Setup</b>	1 EA.			
<b>Total Base Bid</b>				<b>\$109,705.00</b>
<b>3. ALTERNATE Extended Warranty 2 1/2 Yr</b>				
<b>GRAND TOTAL</b>				<b>\$119,750.00</b>



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

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201 East Main • P.O. Box 351 • Brady, Texas 76825

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325.597.2152 • fax 325.597.2068 • <http://bradytx.us>

May 11, 2018

Commander, 1<sup>st</sup> Special Forces Command (Airborne)  
G3, Training and Exercise Cell  
1626 Reilly Rd, Fort Bragg, NC 28310

Via: Mr. Thomas Mead  
Contractor, VATC Inc.  
RMT Operations Planner  
USSOCOM J7-JCT Component Exercise/Service Integration Branch  
Tampa, FL 33621

Dear Sir:

On the behalf of the City of Brady, Texas, you and the men of the United States Special Operations Command are hereby cordially invited to conduct military training within our jurisdiction for the next three (3) years beginning June 1<sup>st</sup> 2018 and ending on May 31<sup>st</sup> 2021.

We understand that coordination for any exercise will take place no less than 90 days prior to the event. We fully understand from the presentation that this training will involve active duty personnel preparing for overseas missions. We further understand and appreciate that this training will be coordinated through local law enforcement agencies and all affected property owners.

The City of Brady, Texas is pleased to support United States Special Operations Forces as they develop the techniques and tactics necessary to defend United States interests around the globe. Please do not hesitate to contact me if I can be of further assistance.

Sincerely,

Anthony Groves,  
Mayor, City of Brady

# City Council

## City of Brady, Texas

### Agenda Action Form

AGENDA DATE:	05/15/2018	AGENDA ITEM	7.K.
AGENDA SUBJECT:	Discussion, consideration, and possible action authorizing the Mayor to sign letter in support of the United States Special Operations Forces Exercises for three (3) years to conduct training in the City of Brady from June 1, 2018 to May 31, 2021.		
PREPARED BY:	K Lenoir	Date Submitted:	05/11/2018
EXHIBITS:	Letter		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>The United States Special Operations Forces Exercises have been occurring in Brady for many years, typically with an annual letter of approval from the City Manager and County Judge. They are very good at coordinating with Public Safety Department about their month long exercises. They are now requesting a three (3) year letter of invitation from the City of Brady.</p> <p>Staff recommends approval.</p>		

#### RECOMMENDED ACTION:

If desired, move to approve the request and authorize the Mayor to sign the attached letter.

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	5-15-2018	<b>AGENDA ITEM</b>	8.A
<b>AGENDA SUBJECT:</b> April Monthly Financial and Utility Reports			
<b>PREPARED BY:</b> Lisa Remini		<b>Date Submitted:</b> 5-10-2018	
<b>EXHIBITS:</b> <p>Monthly Financial Report          Fund Balance and Cash Reconcilement          Investment Activity          Operating Cash /Utility Billing History          Sales Tax Report          Motel Tax Collection and Distribution Report          Utility Customer Service Reports</p>			
<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> <p>Financial Reports for the seventh fiscal month (58%) of FY 18 – April 2018 have been emailed to you for review.</p> <p>Total Sales Tax collections are exceeding budget projections; however, for the month of April 2018 collections are \$9,370 (9.5%) less than April 2017 collections.</p> <p>The City Council approved a stipend of \$1,000 per month for an annual total of \$12,000 for the FY 18 to the Brady Volunteer Fire Department. Monthly expenditure data provided by the Volunteer Fire Department is included for your review.</p>			

#### **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 click on the Check Register tab.

CITY OF BRADY  
MONTHLY FINANCIAL REPORT  
AS OF: APRIL 30TH, 2018

PAGE: 1

58.33% OF FISCAL YEAR

	CURRENT BUDGET	YEAR TO DATE ACTUAL	% TO DATE	YEAR TO DATE PRIOR YEAR
<b>BEGINNING FUND BALANCE &amp;</b>				
NET WORKING CAPITAL	13,668,169.01	13,668,169.01		14,849,387.31
<b>REVENUES</b>				
10 -GENERAL FUND	7,398,110.00	4,954,560.78	66.97	4,981,598.99
20 -ELECTRIC FUND	7,771,810.00	4,244,439.53	54.61	4,566,560.80
30 -WATER / SEWER FUND	5,232,000.00	4,590,409.88	87.74	985,299.30
40 -GAS FUND	1,125,000.00	969,903.85	86.21	849,631.98
50 -UTILITY SUPPORT FUND.	509,700.00	283,553.79	55.63	280,315.60
60 -SOLID WASTE FUND	1,086,000.00	645,682.10	59.46	660,885.61
80 -SPECIAL REVENUE FUND	<u>1,837,640.00</u>	<u>647,179.54</u>	<u>35.22</u>	<u>421,464.91</u>
TOTAL REVENUES	24,960,260.00	16,335,729.47	65.45	12,745,757.19
<b>EXPENDITURES</b>				
10 -GENERAL FUND	8,129,544.00	4,010,736.02	49.34	4,027,154.79
20 -ELECTRIC FUND	10,512,417.00	7,198,179.78	68.47	4,983,509.15
30 -WATER / SEWER FUND	4,470,209.00	1,385,048.00	30.98	1,220,381.15
40 -GAS FUND	1,483,703.00	1,021,587.70	68.85	923,711.97
50 -UTILITY SUPPORT FUND	531,246.00	279,561.04	52.62	302,064.36
60 -SOLID WASTE FUND	1,315,605.00	720,037.52	54.73	562,433.13
80 -SPECIAL REVENUE FUND	<u>2,043,546.00</u>	<u>570,700.37</u>	<u>27.93</u>	<u>496,056.44</u>
TOTAL EXPENDITURES	28,486,270.00	15,185,850.43	53.31	12,515,310.99
REVENUES OVER/(UNDER) EXPENDITURES	( 3,526,010.00)	1,149,879.04		230,446.20
<b>ENDING FUND BALANCE &amp;</b>				
NET WORKING CAPITAL	10,142,159.01	<span style="border: 1px solid black; padding: 2px;">14,818,048.05</span>		15,079,833.51

**FUND BALANCE AND CASH RECONCILEMENT**

As of: April 30, 2018

		Unrestricted Cash	Restricted Cash	Total Cash	Comments
<b>BRADY NATIONAL BANK</b>					
Operating Account	#100677	\$ 12,594,424.14		13,529,608.03	
Operating Account	#100677	\$	103,408.30		Motel Funds
Operating Account	#100677	\$	65,154.25		Cemetery Funds
Operating Account	#100677	\$	85,563.38		Street Sanitation \$
Operating Account	#100677	\$	461,057.96		Utility Deposit \$
Operating Account	#100677	\$	220,000.00		TWDB covenant
Airport Account	#172791	\$ 22,347.99	-	22,347.99	
CW - WWTP Construction	#103671	\$ -	7,541.81	7,541.81	
DW Construction	#104828	\$ -	961.55	961.55	
Sinking Fund 2000	#172890	\$ -	211,399.62	211,399.62	
Sinking Fund 2012 - Refunding	#103069	\$ -	139,155.32	139,155.32	
Sinking Fund 2012 - WWTP	#103663	\$ -	80,238.68	80,238.68	
Sinking Fund 2013 - DW	#105770	\$ -	24,548.09	24,548.09	
Landfill Closure Reserve	#172775	\$ -	455,809.57	455,809.57	
Drug Seizure FDS	#172668	\$ -	11,937.24	11,937.24	
Police Educational	#172700	\$ -	8,528.45	8,528.45	
Court Security	#102533	\$ -	5,888.31	5,888.31	
Court Technology	#102541	\$ -	3,146.56	3,146.56	
Community Development Block	#172627	\$ -	1,673.00	1,673.00	
Cash on Hand		\$ 1,960.00	-	1,960.00	
Bank Balances - Interest rate 2.00%	Subtotal	\$ 12,618,732.13	1,886,012.09	14,504,744.22	
Certificate of Deposit at CNB		\$ -	244,069.56	244,069.56	Utility Deposit \$
BOKF, NA Escrow Account - CO 2012 CW Project		\$ -	1,095,781.76	1,095,781.76	
BOKF, NA Escrow Account - LF 2012 CW Project		\$ -	-	-	
BOKF, NA Escrow Account - EDAP 2015 DW Project		\$ -	315,506.28	315,506.28	
	Subtotal	\$ -	1,655,357.60	1,655,357.60	
<b>TOTAL CASH BALANCES RECONCILED</b>		<b>12,618,732.13</b>	<b>3,541,369.69</b>	<b>16,160,101.82</b>	
<b>4-30-18 GENERAL LEDGER</b>					
Total Current Non-Cash Assets - All Funds				726,880.60	
(Total Current Liabilities - All Funds)				(2,068,934.37)	
<b>Total Fund Balance / Net Working Capital</b>				<b>14,818,048.05</b>	

**CITY OF BRADY**  
**INVESTMENT ACTIVITY**

**DATE: April 30, 2018**

Certificates of Deposit at	Commercial National Bank:	Interest Earnings
		Y-T-D
1. #32788	\$244,069.56	at 0.20% for 180 days maturity 6/17/2018
		\$240.49

**GRAND TOTAL**    **\$244,069.56**    **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 9-05-17 by Resolution 2017-031.

Lisa Remini  
Lisa Remini, Investment Officer

## RECONCILED OPERATING CASH / TOTAL UTILITY BILLINGS

Fiscal Year 17-18

## 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](#)

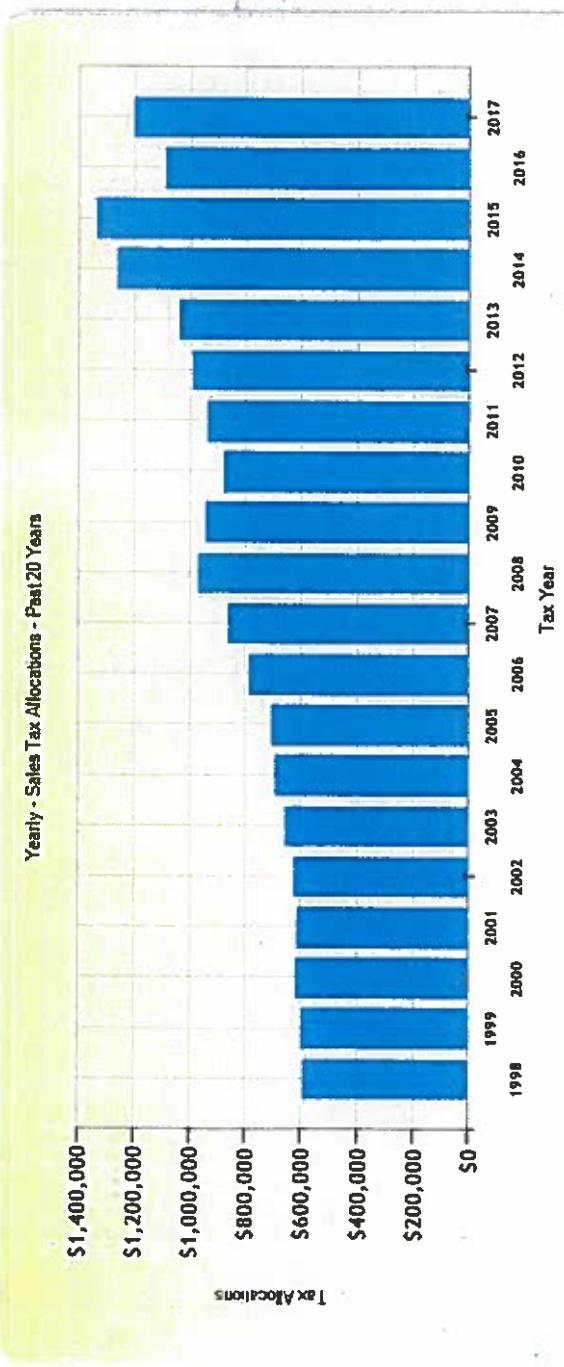
[End](#)

09/30/2019 

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

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2018	\$101,224	\$103,733	\$112,475	\$107,463	\$108,139	\$94,294	\$88,618	\$106,428	\$0	\$0	\$0	\$0	\$822,374
2017	\$87,306	\$91,161	\$89,413	\$100,033	\$109,289	\$86,358	\$97,988	\$101,730	\$86,536	\$97,051	\$103,953	\$100,236	\$1,151,056
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

[1](#) [2](#) [3](#) [4](#) [>](#)



## MOTEL OCCUPANCY TAX

### FY 2018 Quarter Totals

Due	Total
1st Quarter FY 18 (October - December 2017) - January 31, 2018	\$69,699.49
2nd Quarter FY 18 (January - March 2018) - April 30, 2018	\$68,539.08
3rd Quarter FY 18 (April - June 2018) - July 31, 2018	\$0.00
4th Quarter FY 18 (July - September 2018) - October 31, 2018	\$0.00
	<u><b>\$138,238.57</b></u>
Less: Texas Boll Weevil Eradication Foundation, Inc refund (1)	(\$6.37)
	<u><b>\$138,232.20</b></u>

### FY 2018 Summary Collections

	Taxable Receipts	Tax @ 7%	1% Discount	Net Tax
Holiday Inn Express - 2320 S Bridge 597-1800	\$1,077,686.31	\$75,438.04	\$754.38	\$74,683.66
Best Western - 2200 S. Bridge 597-3997	\$503,357.32	\$35,235.01	\$352.35	\$34,882.66
Sunset Inn - 2108 S. Bridge 597-0789	\$217,952.11	\$15,256.65	\$152.57	\$15,104.08
Gold Key Inn - 2021 S Bridge 597-2185	\$170,348.82	\$11,924.41	\$119.18	\$11,805.22
Brady Motel - 603 W. Commerce 597-2442	\$24,499.33	\$1,714.93	\$17.13	\$1,697.81
Tenpenny Adventures, LLC - 207 W 13th 597-2602	\$420.00	\$29.40	\$0.29	\$29.11
Trucountry Inn - 202 W.Main 800-371-4121	\$520.00	\$36.40	\$0.37	\$36.03
	<u><b>\$1,994,783.89</b></u>	<u><b>\$139,634.84</b></u>	<u><b>\$1,396.28</b></u>	<u><b>\$138,238.57</b></u>

### **FY 2018 Grants**

	Commitment	YTD Distributions	Payment Date
Chamber of Commerce	\$165,000.00	\$96,250.00	Monthly thru 4/01/18
Chamber of Commerce - Visitor Assessment	<u><b>\$18,000.00</b></u>	<u><b>\$18,000.00</b></u>	1/12/2018
YTD Total	<u><b>\$183,000.00</b></u>	<u><b>\$114,250.00</b></u>	
2018 Budget	<u><b>\$275,000.00</b></u>		

(1) TBWEF is a State Agency that is eligible for a refund of local hotel occupancy tax (Tax Code Section 156.103(b) & (c) and 156.154 )

### HISTORICAL COLLECTION / PAYOUT HISTORY

	2017	2016	2015	2014
% CHANGE	40.91%	-12.54%	4.17%	19.35%
COLLECTONS	\$291,037.90	\$206,535.69	\$236,148.85	\$226,685.90
GRANTS	(\$219,786.14)	(\$224,778.00)	(\$185,750.00)	(\$226,685.90)
FUND BALANCE	<u><b>103,408.30</b></u>	<u><b>32,156.54</b></u>	<u><b>50,398.85</b></u>	<u><b>0.00</b></u>

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

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**TO:** **MAYOR AND COUNCIL**

**FROM:** **FINANCE / UTILITY DEPARTMENTS**

**SUBJECT:** **MONTHLY CUSTOMER SERVICE REPORT**

**DATE:** **April 30, 2018**

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SERVICES	FISCAL YEAR 2018											
	October	November	December	January	February	March	April	May	June	July	August	September
Received Phone Calls	1359	1398	1237	1405	989	1352	1283					
Returned Calls	79	68	82	83	69	79	84					
Residential Apps	43	41	80	28	32	52	54					
Commercial Apps	6	3	7	2	4	0	6					
Service Orders	208	194	213	137	230	238	251					
Utility Onsite Payments	1285	1260	1316	1268	1304	1314	1276					
Utility Mail Payments	728	673	748	875	685	755	770					
Utility Online Payments	400	432	451	467	447	485	451					
Utility Draft Payments	421	424	418	419	419	424	427					

SERVICE ORDER REPORT FY 17-18

TOTALS BY JOB CODE		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
BTP	- BULK TRASH PICKUP	1	0	1	0	0	0	1						3
CC	- BRUSH CHIPPING	0	1	0	0	2	4	2						9
CHG	- SERVICE CHANGE	10	1	5	2	2	5	2						27
CON	- CONNECT SERVICE	30	58	65	19	23	28	32						255
DIS	- DISCONNECT SERVICE	26	13	23	14	27	22	41						166
DMP	- DUMPSTER SERVICE CHANG	0	6	3	5	4	1	1						20
EOUT	- ELECTRIC OUTAGE	0	4	5	0	3	0	2						14
FD	- FORCED DISCONNECT	47	22	25	26	36	49	49						254
GL	- GAS LEAK	4	8	7	4	2	6	1						32
GOUT	- GAS OUTAGE	1	0	0	1	0	0	0						2
MCE	- ELECTRIC METER CHANGEOUT	5	2	2	1	0	1	2						13
MCG	- GAS METER CHANGEOUT	1	0	0	2	1	2	0						6
MCW	- WATER METER CHANGEOUT	7	7	5	7	6	5	6						43
MISC	- MISCELLANEOUS	20	9	7	8	15	10	10						79
NONCO	- NON COMPLIANCE CODE	0	0	1	1	0	0	0						2
NONPAY	- DISCONNECT FOR NON PAY	22	12	20	11	18	16	31						130
PH	- STREET POTHOLEs	3	3	4	2	6	0	1						19
PL	- PILOT LIGHT ON/OFF	5	2	5	2	2	0	1						17
PLY	- POLYCART SVC CHANGE	32	35	41	31	39	47	44						269
PULL	- PULL METER	20	4	15	12	2	18	11						82
RC	- CHECK READ	33	47	39	44	61	38	30						292
REINS	- REINSTATEMENT OF SERVICE	11	8	11	8	11	10	23						82
SBU	- SEWER BACK UP	2	1	1	4	2	5	2						17
SC	- STREET CUTS FOR TAPS	0	0	0	3	5	0	0						8
SL	- SECURITY LIGHTS REPAIR	1	3	3	2	4	4	6						23
TT	- TREE TRIMMING	2	0	0	0	1	0	1						4
WL	- WATER LEAK	8	3	11	16	9	3	9						59
WOUT	- WATER OUTAGE	0	0	0	2	2	1	1						6
TOTAL ALL CODES		291	249	299	227	283	275	309	0	0	0	0	0	1,933

### BNB/Brady VFD Maintenance Fund

Date	Payee	Description	Amt	Ck #	Recurring Payment	Other Comments
Apr. - 18 4/6/2018	CTTC	Tower Lease in Lohn				
	City of Brady	Deposit	25.00		X	Lease for Use of Tower for Radio Transmissions
4/30/2018	City of Brady	Deposit	1,000.00		X	Forgot to Deposit previous month's check
4/8/2018	City of Brady	Registration Sticker	7.50		X	April monies from City of Brady
4/12/2018	Tax Assessor					Medic 2 sticker

FISCAL YEAR 2017-2018													
SERVICES	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APR.	MAY	JUNE	JULY	AUG.	SEPT.	To Date Total
Days Meals Served	21	19	19	21	19	21	21	22	21	21	23	19	247
Average Daily Meals	90	87	82	78	80	79	77	-	-	-	-	-	-
Meals @ Sunset Center	782	682	609	631	577	671	631						4,583
Meals sent-Helping Hands	263	212	215	237	240	240	237						1,644
Home Delivered Meals	855	759	728	765	702	757	748						5,314
<b>Total Meals</b>	<b>1,900</b>	<b>1,653</b>	<b>1,552</b>	<b>1,683</b>	<b>1,510</b>	<b>1,688</b>	<b>1,616</b>						<b>11,541</b>

**Closed Oct. 10 for Interive**  
**Closed Nov. 24th & 25th for Thanksgiving**  
**Closed Dec. 22nd & 25th for Christmas**  
**Open Jan. 1st, New Year's Day, 2018, Interive**  
**Closed Jan. 16th difference from last year**  
**Closed Feb. 20th difference from last year**  
**Open Apr. 1st Good Friday**  
**Changes in Clients, either into Nursing home/rehab or on temp. leave resulting in 95 less meals**

FISCAL YEAR 2016-2017													
SERVICES	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APR.	MAY	JUNE	JULY	AUG.	SEPT.	To Date Total
Days Meals Served	20	19	20	20	19	23	19	22	22	20	23	21	248
Average Daily Meals	96	96	92	90	92	86	88	88	87	89	86	82	-
Meals @ Sunset Center	793	686	642	678	667	742	635	728	705	664	735	639	8,314
Meals sent-Helping Hands	329	366	418	342	315	351	333	341	340	316	282	265	3,998
Home Delivered Meals	795	759	788	785	763	888	705	864	862	790	971	817	9,797
<b>Total Meals</b>	<b>1,917</b>	<b>1,821</b>	<b>1,848</b>	<b>1,805</b>	<b>1,745</b>	<b>1,981</b>	<b>1,873</b>	<b>1,933</b>	<b>1,907</b>	<b>1,770</b>	<b>1,988</b>	<b>1,721</b>	<b>22,109</b>
Medicaid Trips	91	118	115	185	142	104	130	113	136	107	113		1,354

**Closed Oct. 10th difference from last year**  
**Closed Jan. 16th difference from last year**  
**Closed Feb. 20th difference from last year**  
**Open Apr. 1st Good Friday**  
**Changes in Clients, either into Nursing home/rehab or on temp. leave resulting in 95 less meals**

**Brady Municipal Golf Course**  
**Monthly Report**

FY 18

Item	FY 2016	FY 2017	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Totals
Rounds	1462	2311	49	120	47	29	46	153	350						794
Green Fees	\$18,359.14	\$16,137.00	\$1,488.00	\$1,765.00	\$664.00	\$277.00	\$469.47	\$1,463.00	\$1,900.00						\$8,026.47
Membership Rounds	2625	3678	220	355	148	217	178	368	344						1,830
Student Rounds	242	226	0	2	1	21	5	16	25						70
Total Rounds	4329	6215	269	477	196	267	229	537	719	0	0	0	0	0	2,694
Trail Fee	360	26	0	0	0	1	0	2	11						14
Trail Fee Revenues	\$208.00	\$104.00	\$0.00	\$0.00	\$0.50	\$0.00	\$0.50	\$0.00	\$0.00	\$40.50					\$49.00
Cart Rentals	943	636	59	50	23	11	12	82	103						340
Cart Revenue	\$16,670.64	\$10,017.76	\$962.50	\$775.00	\$350.00	\$162.50	\$200.00	\$1,175.00	\$1,515.22						\$5,140.22
Cart Shed Rental	\$10,714.53	\$16,165.50	\$11,720.00	\$100.00	\$885.00	\$200.00	\$175.00	\$375.00	\$550.00						\$13,505.00
Vending Revenue	\$16,290.04	\$15,126.94	\$1,106.00	\$6598.59	\$170.36	\$633.36	\$418.91	\$1,887.37	\$1,094.62						\$6,059.21
Memberships	305	278	48	25	19	18	21	27	19						177
Membership Fees	\$30,321.10	\$35,825.00	\$12,045.00	\$2,855.00	\$1,025.00	\$1,120.00	\$1,570.00	\$1,970.00	\$1,790.00						\$22,375.00
Driving Range	298	296	28	28	36	23	19	73	57						264
Range Revenue	\$1,296.00	\$1,185.00	\$112.00	\$110.00	\$114.00	\$35.00	\$79.00	\$315.00	\$253.00						\$1,068.00
Misc.	\$16,035.37	\$31,109.30	\$9,882.34	-\$38.39	\$3.69	\$204.89	\$6.17	\$0.00	\$8.39						\$10,087.09
Total Revenue	\$109,904.82	\$125,670.50	\$37,315.84	\$6,285.20	\$3,212.05	\$2,743.25	\$2,918.55	\$7,193.37	\$6,651.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$66,319.99

None of the above figures included sales tax

Trail fees were eliminated with the increase in cart shed rentals beginning in January. Only charged to individuals who bring their own cart and do not rent a shed at the Golf Course

Joint Funding Agreement with the Brady Golf Association for the irrigation system began Oct 1, 2008. The final payment was made October 2017

TO: BRADY CITY COUNCIL  
FROM: STEVE THOMAS, CHIEF OF POLICE  
THROUGH: KIM LENOIR, CITY MANAGER

SUBJECT: MONTHLY POLICE REPORT FOR APRIL 2018  
DATE: MAY 9, 2018 - FISCAL YEAR 2017-2018



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Person Crimes	15	22	15	20	16	35	35						158
Property Crimes	38	50	28	39	25	33	58						271
Narcotics Crimes	14	6	4	6	1	10	8						49
Disturbances	49	81	48	53	45	52	55						383
Felony Arrests	2	5	7	8	10	23	20						75
Misdemeanor Arrests	13	15	7	18	4	7	22						86
Suspicious Person/Vehicle	87	99	51	67	60	50	72						486
Felony Warrant	1	4	4	6	10	7	9						41
Misdemeanor Warrant	7	2	5	6	3	0	7						30
D.W.I.	0	1	1	1	0	2	0						5
Alarms	14	12	13	9	6	12	20						86
Agency Assist	28	41	31	33	25	27	18						203
Public Assist	19	18	25	20	15	13	18						128
Escorts	12	16	9	1	10	5	5						58
Animal Calls	11	15	7	14	10	13	8						78
Traffic Direction	12	17	11	7	7	8	2						64
Close Patrols	134	150	115	93	98	89	42						721
Civil Matters	28	32	37	54	25	34	29						239
Juvenile	16	10	6	4	2	3	8						49
Crash Investigation	12	25	18	18	16	7	14						110
Welfare Concerns	27	31	22	22	19	23	26						170
Information	41	71	57	46	40	61	43						359
Court	3	0	4	5	5	3	0						20
Citations	50	93	46	47	21	34	26						317
Warnings	65	93	68	78	40	48	32						424
Building Checks	211	303	282	249	205	211	185						1646
Misc. Incidents	139	217	130	153	124	160	174						1097
Supplements	12	9	13	13	13	9	5						74
Follow ups	41	32	21	21	21	28	24						188
Reports	43	44	43	36	17	37	36						256

Brady Police Department Abbreviations:

FV - Family Violence DW - Deadly Weapon PS - Public Servant FI - Financial Instrument CS - Controlled Substance BI - Bodily Injury DOC - Disorderly Conduct  
DWI - Driving While Intoxicated MJ - Marijuana DD - Dangerous Drug DWL - Driving While License Invalid DWLS - Driving While License Suspended

TO: BRADY CITY COUNCIL  
FROM: STEVE THOMAS, CHIEF OF POLICE  
THROUGH: KIM LENOIR, CITY MANAGER

SUBJECT: MONTHLY ANIMAL CONTROL REPORT FOR APRIL 2018  
DATE: MAY 9, 2018- FISCAL YEAR 2017-18

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Feral Cats Picked Up	9	5	9	2	2	0	3						30
Stray Dogs Picked Up	16	20	12	18	28	21	14						129
Owner Surrendered Dogs	11	2	0	4	2	0	10						29
Stray Cats Picked Up	3	0	0	1	0	0	1						5
Owner Surrendered Cats	0	0	0	0	0	0	0						0
Bite Reports	1	0	0	0	0	1	3	2					7
Dogs Deemed Dangerous	0	0	0	0	0	0	0	0					0
Hit by Car Picked Up	0	0	0	1	1	2	1						5
Owner Reclaims	3	5	4	8	4	5	3						32
Euthanized Total	17	6	12	3	8	3	21						70
Rescue Pull Total	10	17	0	14	16	0	1						58
Wildlife Pick Up	1	0	0	2	0	3	0						6
Quarantine	0	0	0	0	0	1	1						2
Shelter Intake Total	39	27	21	26	33	23	28						197
Roadkill	0	0	3	3	5	3	3						17
Citations	0	0	0	0	0	0	1						1
Warnings	0	0	2	1	18	13	19						53

**Hotel Occupancy Monthly Tax Grant Recipients thru April 30, 2018**  
**FY 2018**

<u>Group</u>	<u>Amount</u>	<u>Proposed use</u>	<u>Event Date</u>
<b>Approved</b>			
Brady McCulloch County Chamber	\$18,000.00	Tourism Master plan	2nd Year Tentative for Post event report
McCulloch County Early Days	\$3,000.00	Advertising	
City Civic Center Needs	\$23,000.00	Chairs/Table Etc	
Total Awarded	\$44,000.00		
Budgeted	\$65,000.00		
Remaining	\$21,000.00		
<b>Pending</b>			
Heart of Texas Music Festival	\$10,000.00	Advertising	
Chamber of Commerce	\$4,800.00	Event Transportation	

**City of Brady Curtis Field Airport**  
Monthly Invoice Register

Invoice No.	Date	Last Name	Line	\$11.00 Rent	\$11.01 Hanger I	\$11.02 Hanger R	\$15.00 Miles	\$45.00 100-LL	\$46.01 Jet-A	Price per Gallon	\$47.00 Military	Total Sale	100-LL Gals	Jet-A Gals	Military Gals		
312977	3/25/2018	G150-217 LLC	contract					0.00 1,173.27	3,352200	0.000000		1,173.270000	350.0				
312986	4/1/2018	Finley	cc					344.34	0.00 3.990000	0.000000		344.337000	86.3				
312987	4/1/2018	McDonald	cc					95.76	0.00 3.990000	0.000000		135.760000	24.0				
312988	4/2/2018	West	cc					0.00 1,420.00	3.550000	0.000000		1,420.000000	400.0				
312989	4/3/2018	Skyhorse	cc					698.25	0.00 3.990000	0.000000		698.250000	175.0				
312990	4/3/2018	Scott	charge					23.94	0.00 3.990000	0.000000		23.940000	6.0				
312991	4/4/2018	Pioneer Civil COnst.	cc					15.00	163.99	0.00 3.990000	0.000000	178.980000	41.1				
312992	4/5/2018	Arcion	cc					0.00	216.55	3.550000	0.000000	216.550000	61.0				
312993	4/6/2018	Cannon	cc					0.00	859.10	3.550000	0.000000	859.100000	242.0				
312994	4/8/2018	Nelson Wholesale	charge	150.00				0.00	0.00	0.000000		150.000000					
312995	4/10/2018	Skyhorse	cc					498.75	0.00 3.990000	0.000000		498.750000	125.0				
312996	4/10/2018	Net Jet	contract					0.00 2,514.15	3.352200	0.000000		2,514.150000	750.0				
312997	4/10/2018	Eland	cc					0.00	892.30	3.550000	0.000000	892.300000	226.0				
312998	4/10/2018	Willey Flying Sv.	cc					325.00	0.00	0.000000		325.000000					
312999	4/10/2018	First	cc					0.00	905.25	3.550000	0.000000	905.250000	255.0				
313000	4/11/2018	Nicholson	cc					0.00	557.35	3.550000	0.000000	557.350000	157.0				
313001	4/11/2018	Raudy	charge					0.00	0.00	0.000000		0.000000					
313002	4/11/2018	Amyett	charge					0.00	0.00	0.000000		0.000000					
313003	4/11/2018	Smalstrua	charge					0.00	0.00	0.000000		0.000000					
313004	4/11/2018	Roy	charge					0.00	0.00	0.000000		0.000000					
313005	4/11/2018	Amyett	charge					0.00	0.00	0.000000		0.000000					
313006	4/11/2018	Powell	charge					70.00	0.00	0.000000		0.000000					
313007	4/11/2018	Boyles	charge					70.00	0.00	0.000000		0.000000					
313008	4/11/2018	Kothman	charge					70.00	0.00	0.000000		0.000000					
313009	4/11/2018	Day Aircraft Refreshers	charge					700.00	0.00	0.000000		0.000000					
313010	4/11/2018	Kruszku	charge					120.00	0.00	0.000000		0.000000					
313011	4/11/2018	Morgan	charge					70.00	0.00	0.000000		0.000000					
313012	4/11/2018	Merren	charge					140.00	0.00	0.000000		0.000000					
313013	4/11/2018	Morgan	charge					70.00	0.00	0.000000		0.000000					
313014	4/11/2018	Ramsey	charge					70.00	0.00	0.000000		0.000000					
313015	4/11/2018	Rice	charge					70.00	0.00	0.000000		0.000000					
313016	4/11/2018	Scott	charge					30.00	0.00	0.000000		0.000000					
313017	4/11/2018	Hammond	charge					100.00	0.00	0.000000		0.000000					
313018	4/11/2018	Morgan White Group	cc						52.27	0.00 3.990000	0.000000		52.269000	13.1	200.0		
313019	4/11/2018	Cromer	contract							0.00 216.71	3.354000	0.000000		216.710000	65.0		
313020	4/13/2018	Everest Fuel Management	contract							0.00 1,160.23	3.334000	0.000000		1,160.232000	346.0		
313021	4/13/2018	Gama Aviation	contract							0.00 420.08	3.334000	0.000000		420.084000	126.0		



Invoice No.	Date	Last Name	Type	Rent	T-Hanger	Hanger Income	100-LL	Misc.	Price per Gallon	100-LL	Military	Total Sale	100-LL Gals	Jet-A Gals	Military Gals
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Monthly Invoices Totals By General Ledger Number

'811.00 Rent!:	1,230.00
'611.01 T Hanger!:	770.00
'611.02 Bid Rent!:	510.00
'640.01 Tie Down!:	50.00
'645.00 Misc.:	343.50
'645.00 Fuel!:	4,600.46
'846.01 Jet-A!:	16,197.00
'647.00 Military!:	19,195.1253
Total Sale:	44,183.81
Total Gallons 100-LL:	1,155.8
Total Gallons 'Jet-A':	4,684.0
Total Gallons MIL Jet:	5,907.0
FET due from IRS:	1,287.726

**City of Brady Curtis Field Airport**  
**Monthly Aircraft Operations**

<u>Invoice</u>	<u>Ops Date</u>	<u>Total Sale</u>	<u>Type of A/C</u>	<u>N Number</u>	<u>SE</u>	<u>ME</u>	<u>TURBINE</u>	<u>JET</u>	<u>HELICO</u>	<u>INST APP</u>
312977	3/25/2018	1173.27	G-150	217MS						6
312986	4/1/2018	344.34	CE-206	206RP	2	2				
312987	4/1/2018	135.76	CE-182	158CW						
313001	4/1/2018	50.00	Comanche	5102P	2	2				
313002	4/1/2018	70.00	Mooney	6716N	2	2				
313003	4/1/2018	30.00	Truck							
313004	4/1/2018	70.00	CE172	4951G	2	2				
313005	4/1/2018	70.00	Hatz	3250A	2	2				
313006	4/1/2018	70.00	Cirrus	936DC	2	2				
313007	4/1/2018	70.00	CE-182	228CA	2	2				
313008	4/1/2018	70.00	Bonanza	261AA						
313009	4/1/2018	700.00	Hangar							
313010	4/1/2018	120.00	Baron	4JA	2	2				
313011	4/1/2018	70.00	L2A	465B7	2	2				
313012	4/1/2018	140.00	CE-170	4129Y	2	2				
313013	4/1/2018	70.00	Sierra	6953R	2	2				
313014	4/1/2018	70.00	CE-182	7563X	2	2				
313015	4/1/2018	70.00	CE-210	4668Q	2	2				
313016	4/1/2018	70.00	Ercoupe	3814H						
313017	4/1/2018	30.00	Excursion							
312988	4/2/2018	1420.00	Citation	111LP						
312989	4/3/2018	698.25	Bell	5NH						
312990	4/3/2018	23.94	Ercoupe	3418H	2	2				
312991	4/4/2018	178.99	Aerostar	41KK						
312992	4/5/2018	216.55	Meridian	464PA						
312983	4/6/2018	859.10	KA 90	414RT						
312984	4/8/2018	150.00	CJ1	211JH						
312995	4/10/2018	498.75	Bell	5NH						
312996	4/10/2018	2514.15		513QS						
312997	5/10/2018	802.30	KA 90	414RT	4	4				
312998	4/10/2018	325.00	Agrtractor							
312999	4/10/2018	905.25	CJ4	868HC						
313000	4/11/2018	557.35	Huey	6063B						
313018	4/12/2018	810.00	KA350	359MB	4	4				
313019	4/12/2018	52.27	Ercoupe	3814H						
313020	4/13/2018	216.71	KA 90	813JB	4	4				
313021	4/13/2018	1160.23	Phenom	373FX						
313022	4/15/2018	420.08	KAA 350	829JP						
313023	4/16/2018	3.50	Ercoupe	3814H	2	2				

Invoice	Ops Date	Total Sale	Type of A/C	N Number	SE	ME	TURBINE	JET	HELICO	INST APP
313024	4/16/2018	576.86	KA 90	1078				4		4
313025	4/16/2018	590.68	KA 90					4		
313026	4/16/2018	7.98	RC							
313027	4/17/2018	596.40	Phenom	353FX				6		
313028	4/17/2018	58.25	Mooney	205MH						
313029	4/17/2018	50.00	KA 350	741WC						
313030	4/18/2018	230.75	R66	573DF				4		
313032	4/18/2018	727.43	Bell	4NH					8	8
313031	4/19/2018	19.95	Can						8	
313033	4/21/2018	690.85	BH	476					8	
313034	4/21/2018	566.50	BH	448					8	
313035	4/21/2018	238.34	BH	448					8	
313036	4/21/2018	238.34	BH	476					8	
313037	4/22/2018	1500.30	G150	217MS						
313038	4/22/2018	237.11	CE-182	1501M						
313039	4/23/2018	390.50	Huey	60638					8	
313040	4/23/2018	447.30	Huey	60638					8	
313041	4/23/2018	53.07	CANS							
313042	4/23/2018	104.14	Mooney/Hatz	32504	4					
313043	4/23/2018	23.14	L2	46587	2					
313044	4/24/2018	2352.50	CH	893					8	
313045	4/24/2018	1412.19	AH	Q03					8	
313046	4/24/2018	4795.21	2-AH/CH	Q28					24	
313047	4/24/2018	2199.83	CH	893					8	
313048	4/24/2018	188.73	Balanca	8296L	2					
313049	4/24/2018	6821.55	2-CH/1-AH	893/891/Q						
313050	4/25/2018	96.16	SR22	617VA	2					
313051	4/26/2018	700.20	Bell	5NH	2					
313052	4/26/2018	152.42	CE-182	182GQ	2					
313053	4/27/2018	173.95	Bell 407	105AM						
313054	4/27/2018	150.00	Hangar							
313056	4/27/2018	63.04	CE-172	159LV	2					
313057	4/27/2018	39.90	CE-172	6866A	2					
313055	4/28/2018	150.00	Hangar							
313058	4/27/2018	319.50	CJ1	525LP					6	
313059	4/28/2018	639.00	Lear 45	440FX					6	
313060	4/28/2018	24.74	L2	46587					2	
313061	4/29/2018	132.97	A36	315W					2	
313062	4/29/2018	230.75	Eurocopter	771VL					8	
313063	4/30/2018	887.50	Cheyenne	190CA					4	
<b>Total Operations by type of Aircraft:</b>										
	64	0	40	60	184	0				0

## **Code Enforcement Monthly Case Load FY 2018**

## Violations

Violation	FY 16	FY 17
Background Info Cases	26	13
Building Code Violations	14	3
Dangerous Premises	16	14
Depositing, Dumping, Burning	12	8
Home Occupation Violation	2	0
Junk and Unsightly Matter	80	115
Junked Vehicle	37	47
Minimum Housing Standards	3	2
Noise Prohibited, Animals		
Non-Residential Open Storage	10	11
Obstruction of Drainageway	4	0
Permit Required	10	2
Pool Enclosure	1	4
Posting Signs on Poles		0
Posting Signs on Public Property		0
Acc. Bldg. prohibited in front yd		0
Refrigerators and Air Tight Containe	7	5
Residential Open Storage	18	19
Residential Setbacks	6	0
Residential RVs - No Residence	8	3
Sight Visibility	4	12
Unsanitary Conditions	15	16
Weeds and Vegetation	187	112
Zoning Ord. Use Regs Violations	1	0
<b>Monthly Totals</b>	<b>461</b>	<b>386</b>

Oct.	Nov.	Dec.	Jan	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Totals
2	1	1	2									6
1	2			1	2							6
5	1	5	1									12
		1			1							2
												0
5	2	21		7	3	1						39
4	1	2	1	1	1	1						11
3	9				1							13
												0
												0
												0
1												1
	1											1
												0
												0
1												1
1	1											2
	1											1
1												1
												0
	3			1	1	1						6
9	3	5	1	6	1							25
	1	1										2
32	23	40	5	16	10	3	0	0	0	0	0	129

## Cases

Open Cases at the start of month	305	
Complaints	209	82
Pro-Active - Self Initiated	85	145
Total New Cases	294	242
Closed Cases	521	248
Citations		43
Open Cases at the end of month	78	

45	51	44	56	56	57	65					
13	4	10	3	16	4	0					50
5	5	15	0	3	3	0					31
18	9	25	3	14	9	0					78
12	17	13	3	13	1	5					64
5	3	3	5	1	1	0					18
51	44	56	56	57	65	60					

### Utility Inspections

31	27	24	19	19	19	24						
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**Building Permit Department**  
**Monthly Report**  
**FY 2018**

Item	FY 16	FY 17	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
Commercial Addition	2	4													0
Commercial Electrical	16	15		2			2	1							5
Commercial Gas	6	14		2		1									3
Commercial Mechanical/HVAC	7	6													0
Commercial Plumbing	10	8							2						2
Commercial Remodel	3	6													0
Commercial Demolition	6	3						1							1
Commercial Sign		12		1						2					3
Commercial Screening	2	1													0
Commercial Cert of Occupancy				1	1			1	1						4
Customer Service Inspection		1													0
PZ-Zoning Request	3	0		2	2	1	1								6
Driveway/ Curb Cut		1													0
Residential Accessory Bldg.	11	17		3	1	1									5
Residential Additions	5	8					1		1	1					3
Residential Demolition-Owner						1									1
Residential Demolition-City															
Residential Electrical	38	78		3	7	3	5	4	3	2					27
Residential Fence	12	13		1	2		2	1	3	1					10
Residential Gas	66	61		3	2		1		1						7
Residential Mechanical/HVAC	11	4			2					1					3
New Residential Bldg								1							1
Residential Plumbing	18	24		4	1		4	6	2						17
Residential Remodel	1	5		1	1			1							3
Special Use	7	8			1		1	1	1	4					8
<b>Monthly Total</b>	<b>224</b>	<b>289</b>		<b>16</b>	<b>23</b>	<b>10</b>	<b>13</b>	<b>16</b>	<b>18</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>109</b>

## Chronic Code Complaints

901 Bombay- No permits have been issued. UTILITIES INACTIVE.

1402 S High – Court has closed this case with \$100 fine 10/19/2017.

1304 S High (Old Hospital) – Need information from City Council on City Attorney civil action against the owner for Dangerous Building.

204 S Walnut – Kim Davee tried to contact owner but no answer on 01/02/2018, trailer and tires still at property.

1410 S College – Case closed due to voluntary compliance.

201 W 6<sup>TH</sup> – City Council ordered city to demolish.

### Occupied Structures with No Utilities

- a) 504 E 11<sup>TH</sup> - Inactive
- b) 309 Irish - Inactive
- e) 901 Bombay - Inactive
- f) 1006 Boudinotz - Inactive