

BRADY
THE CITY OF
TEXAS

Tony Groves
Mayor

Jim Griffin
Mayor Pro Tem

Rey Garza
Council Member Place 1

Missi Davis
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

JANUARY 8, 2019 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 January 8, 2019, 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 to save time

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 Minutes for Regular Meeting December 18, 2018.
- B. Approval of Resolution 2019-001 to call May 4, 2019 General Election, for the purpose of filling City of Brady City Council Members Place 4 and Place 5 expiring terms.
- C. Approval of Resolution 2019-004 authorizing publication of notice of intent to issue City of Brady, Texas Certificates of Obligation, Series 2019. Not to exceed \$10,830,000, for Drinking Water Project.

5. PRESENTATION: (None Scheduled)

6. PUBLIC HEARING AND INDIVIDUAL CONCERN:

- A. Public Hearing for the 2019-2020 Texas Community Development Block Grant Fund project for N. Walnut waterline loop and system improvements (\$275,000) Presented by Mary Alice Smith, GrantWorks and Steven Miller, Public Works
- B. Discussion, consideration and possible action regarding Resolution 2019-002 applying for the 2019-2020 Texas Community Development Block Grant Fund project for N. Walnut waterline loop and system improvements (Estimated at \$275,000) and authorizing the Mayor to sign the application.
- C. Discussion, consideration and possible action regarding Resolution 2019-003 selecting KSA Engineers to be the engineers for the 2019-2020 Texas Community Development Block Grant Fund project for N. Walnut waterline loop and system improvements.

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 first reading of Ordinance 1263 of the City of Brady, Texas, establishing the Hotel Occupancy Tax Grant Sub-Committee of the Tourism Advisory Board.
- B. Discussion, consideration and possible action accepting the Type A Brady Economic Development Corporation (EDC) 2018 Annual Report.
- C. Discussion, consideration and possible action approving Type A EDC's recommendation to pay off the balance of the Type A EDC loan at Commercial National Bank (\$32,168.51) for the construction of Airport Hangar E, presented by EDC President Jason Valdez
- D. Discussion, consideration and possible action approving Type A EDC's recommendation to donate the Airport Hangar E to the City of Brady Curtis Field Airport and for the City of Brady to accept the donation the Airport Hangar E to the Airport (book value \$219,537), presented by EDC President Jason Valdez.
- E. Discussion, consideration and possible action to appoint a Council Member to the Brady Youth Sports Association Board.
- F. Discussion, consideration and possible action accepting revised lease agreement on the replatted lots of the Davee Subdivision current leaseholders.
- G. Discussion and summary of City Council action and if procedures and processes worked.

8. STAFF REPORTS

- A. **4th Quarter Reports for Public Works:** WWTP Replacement Project; Radium Reduction Drinking Water Treatment Project; TCEQ – Old Power Plant Station Site and Judgement; TXDOT North Bridge Street Project; Airport Feed 1 OH Electric Line Replacement
- B. **4th Quarter Reports for Community Services:** Brady Lake Boating Access Grant; Brady Lake Fish House Project; Richards Park Ballfield Improvements Grant; Willie Washington Park Improvements; Lt. Conway (Stanburn) Park Improvements; Brady Creek Trail Project; Curtis Field Master Plan; GRW Steering Committee; Activity Center Renovation Project; Dodge Heights Replat Project; Brady Lake Boat Dock Permits/ Rules/ Regulations and Billing
- C. **4th Quarter Reports for Public Safety:** Grant(s) Status Reports; Animal Control Facility Project
- D. **Upcoming Special Events/Meetings:**
 - Jan 11 – 12 – McCulloch County Stock Show – GRW Complex
 - Jan 12 – McCulloch County Jr Livestock Association Auction and Dinner – Civic Center
 - Jan 16 – 11:30am – Chamber Good News Luncheon – Civic Center
 - Jan 16 – TPWD Stocking Rainbow Trout – Brady Creek / Richards Park
 - Jan 24 – Brady/McCulloch County Chamber of Commerce Annual Awards Banquet – Civic Center
 - Feb 9 – Hope from the Heart Annual Charity Event – Civic Center

E. Upcoming City Calendar:

Jan 9 – Bagged Leaves Pick-up – Monday Trash Service
Jan 16 to Feb 15 – Accepting applications to file for a place on City Council Ballot
Jan 16 – Bagged Leaves Pick-up – Tuesday Trash Service
Jan 21 – In-service Training Day (City Offices Closed) Emergency Management Table Top Exercise
Jan 22 and 23 – Trash Schedule Changes for Mon and Tues to Tues and Wed
Jan 22 – 12noon Proposed Work Session with EDC A & B to discuss transfer of Type A EDC assets and debts.
Jan 22 - 4pm Proposed Work Session with McCulloch County Commissioners Court
Jan 22 – 6pm Regular Council Meeting
Jan 23 – Bagged Leaves Pick-up – Thursday Trash Service
Jan 23 – Monthly Municipal Court
Jan 30 – Bagged Leaves Pick-up – Friday Trash Service

F. Possible Visit by K-9 Officer Sator – Chief Thomas

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

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.

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. 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 regarding Real Property), 551.073 (Deliberations regarding prospective Gifts or Donations), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices), 551.086 (Deliberate, vote or take final action on competitive matters of the public power utility), and 551.087 (Deliberation regarding 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 551.104(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, December 18, 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, Rey Garza, Missi Davis, and Jeffrey Sutton. City staff present were City Manager Kim Lenoir, Public Works Director Steve Miller, Community Services Director Dennis Jobe, Police Chief Steve Thomas, Fire Chief Lloyd Perrin, and City Secretary Tina Keys. Also in attendance were Keith Kindle, Harold Tacker, Jeanette Tacker, Sammie Sanchez, Mason Sanchez and Loyer Young.

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

Mayor Pro Tem Griffin gave the invocation and the Pledge of Allegiance was recited.

3. PUBLIC COMMENTS

There were no public comments.

4. CONSENT AGENDA

- A. Approval of Minutes for Regular Meeting December 4, 2018.

Council Member Davis moved to approve the Consent Agenda. Seconded by Council Member Garza. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.

5. PRESENTATIONS: None Scheduled

- A. Drinking Water Project – Radium Reduction Status Report – Enprotec / Hibbs & Todd (eHT, Keith Kindle) Steven Miller thanked Council for their leadership and commitment. Miller also thanked Gary Jacobson, Lisa Remini and Kim Lenoir. Steven Miller additionally thanked Mr. Kindle and his staff and then turned over to Keith Kindle who presented the financing terms received from the TWDB.

6. PUBLIC HEARINGS: None Scheduled

There were no Public Hearings.

7. INDIVIDUAL CONCERNS

- A. Discussion, consideration, and possible action regarding approval of amendment Number 4 to eHT design agreement for Final Construction Phase Services of the Drinking Water Project in the amount of \$719,000.00. Steve Miller presented. Council Member Davis moved to authorize the City Manager to execute the proposed agreement. Seconded by Council Member Garza. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
- B. Discussion, consideration, and possible action regarding City Manager's recommendation to fill Fire/EMS Chief position. Kim Lenoir recommended hiring Lloyd Perrin to fill the Fire/EMS Chief position. Council Member Huffman moved to approve City Manager's recommendation. Seconded by Council Member Davis. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote. Mayor Groves mentioned a meeting with the city council inquiry board and referenced a letter handed out that was signed

- by county volunteer fire chiefs supporting the appointment of Lloyd Perrin as chief.
- C. Discussion, consideration and possible action approving Resolution 2018-048 for a 90/10 TXDOT Grant for pavement rehabilitation at Curtis Field. Dennis Jobe presented. Council Member Griffin moved to approve Resolution 2018-048. Seconded by Council Member Garza. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
 - D. Discussion, consideration, and possible action regarding appointing Bill Spiller to the Concho Valley Council of Governments Emergency Preparedness Advisory Committee (EPAC). Council Member Davis moved to approve appointing County Judge-elect Bill Spiller. Seconded by Council Member Griffin. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
 - E. Discussion, consideration and possible action regarding Davee Addition leases. Council Member Davis pointed out that the leases needed to be looked at again. Harold Tacker said the appraisals that were done are now expired. He also has an issue with the amounts of the appraisals. Council Member Huffman asked when his lease expires. Mr. Tacker said he believes his expires in 2032 and Jeanette Tackers in 2038. Huffman asked why we are asking for new leases. City Manager Lenoir said it was re-platted so the new lease is for the new replatted tract of land. Council Member Huffman explained as a city, we can't sell for whatever price we want. You have to pay fair market value. Huffman would like Council to have a discussion about what the options for purchase payment plans could be and also thinks we need to look at re-wording the leases. Sondra Turner's daughter, Sammi Sanchez, asked what will happen with the old leases now. On behalf of the Davee Lessees, Harold Tacker would like the price to go down for purchasing, wants the price in the lease and purchase price on the lease, allow until 12/31/2023 to buy, new appraisals, and space to add beneficiaries. Mayor Groves asked if staff can get work done by the first meeting in January, the 8th, and if it's satisfactory with Mr. Tacker, we're good, and if not, we put it on the next work session or call a special meeting. Mr. Tacker said he is willing to work with staff in reworking the lease. All Davee lessees expressed interest in purchasing their property tract.
 - F. Discussion and summary of City Council action and if procedures and processes worked. There was no discussion.

8. STAFF REPORTS

- A. November Board Minutes – BEDC Type A and B (Nov 19) and GRW (Nov 26)
- B. November Monthly Activity Reports – Visit Brady Report, Sales Tax Receipts, Utility Reports, Seniors, Golf, BPD, BVFD Expense Report, Animal Control, Airport, Code Enforcement, Chronic Code Complaints, and Structures Inhabited without Utilities
- C. November Quarterly Report for Hotel Occupancy Tax Funds
- D. Upcoming Special Events/Meetings:
 - Dec 24 & 25 – Christmas Holidays – City Offices Closed (Mon/Tues trash picked up on Wednesday)
 - Jan 1 – New Year's Day – City Offices Closed (Tues trash picked up on Wednesday)
 - January 8 – 6pm Regular Council Meeting
 - Jan 9 – Bagged Leaves Pick-up – Monday Trash Service
 - Jan 16 – Bagged Leaves Pick-up – Tuesday Trash Service
 - Jan 21 – In-service Training Day (City Offices Closed) Emergency Management Table Top Exercise
 - Jan 22 and 23 – Trash Schedule Changes for Mon and Tues to Tues and Wed
 - Jan 22 – 4pm Proposed Work Session
 - Jan 22 – 6pm Regular Council Meeting
 - Jan 23 – Bagged Leaves Pick-up – Thursday Trash Service

- Jan 23 – Monthly Municipal Court
- Jan 30 – Bagged Leaves Pick-up – Friday Trash Service
- F. Possible Visit by K-9 Officer Sator – Chief Thomas

9. ANNOUNCEMENTS

10. EXECUTIVE SESSION

The City Council of the City of Brady closed the Open Meeting at 7:20 pm to 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 Kim Lenoir (and/or Acting City Manager) and Attorney Sarah Griffin duties under the City Charter.
- B. Pursuant to Section 551.071 (Consultation with Attorney), the City Council will consult with the City Attorney on a matter in which the duty of the attorney to the City under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act: legal opinion(s) regarding Brady Volunteer Fire Department, Intergovernmental relations complaint, and EDC.
- C. Pursuant to Section 551.087 (Economic Development), the City Council will deliberate the offer of a financial or other incentive or to discuss or deliberate regarding commercial or financial information that the City Council has received from a prospective business, retail, and other development projects that the City Council seeks to have locate in or near the City and/or with which the City Council is conducting economic development negotiations, Trails of Brady.

Executive Session was opened at 7:33p.m. and closed at 8:23p.m.

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

Regular Session as opened at 8:24 p.m.

12. ADJOURNMENT

There being no further business, the Mayor adjourned the meeting at 8:24p.m.

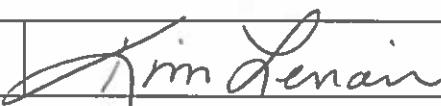
Mayor Anthony Groves

Attest: _____
Tina Keys, City Secretary

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01/08/19	AGENDA ITEM	4.B.
AGENDA SUBJECT:	Discussion, consideration, and possible action approving Resolution 2019-001 to call May 4, 2019 General Election, for the purpose of filling City of Brady City Council Members Place 4 and 5 expiring terms.		
PREPARED BY:	T. Keys	Date Submitted:	12/31/2018
EXHIBITS:	Resolution 2019-001		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$9,000.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY: City of Brady City Council Member Places 4 and 5 are up for reelection this year. Per the City of Brady Home Rule Charter, Council must call an Election. The City of Brady is required by law to hold an election on a uniform election date. McCulloch County has only a limited amount of voting equipment and has been unable to assist the City with elections due to conflicting dates of Primary Elections and possible run-off elections. Therefore, we have had to seek help from the Brown County Election Administrator. This resolution calling the election and any needed subsequent agreements will allow the city to meet its obligations to the citizens of Brady, to the BISD School Board, and Brown County by gaining access to needed election equipment and other required resources.			

RECOMMENDED ACTION:

Move to approve Resolution 2019-001

CITY OF BRADY, TEXAS

RESOLUTION NO. 2019-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON SATURDAY, MAY 4, 2019 SAID DATE BEING A UNIFORM ELECTION DATE FOR THE PURPOSE OF FILLING POSITIONS OF COUNCIL MEMBER PLACES FOUR AND FIVE; APPOINTING ELECTION OFFICIALS; SETTING THE RATE OF PAY FOR ELECTION OFFICIALS; ESTABLISHING THE MAXIMUM NUMBER OF ELECTION CLERKS; VOTING BY PERSONAL APPEARANCE; PROVIDING FOR CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR REPEAL AND CONFLICTING PROVISIONS; SEVERABILITY; PROPER NOTICE AND MEETING; AND EFFECTIVE DATE

WHEREAS, the City of Brady, Texas desires to conduct elections in accordance with the provisions of the City's Charter and state election laws; and

WHEREAS, the City Council has authority pursuant to Chapter 271, Texas Election Code, to enter into joint election agreements with other political subdivisions holding elections on the same day in all or part of the same territory; and

WHEREAS, the City Council has authority pursuant to Chapters 31 and 271, Texas Election Code, to enter into an election services contract with the Brown County to obtain certain election services;

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

SECTION 1: The City of Brady will hold a General Election on May 4, 2019 from 7:00 a.m. to 7:00 p.m. at City Hall, 201 East Main Street, Brady, Texas for the purpose of electing Council Member for Place Four (4) and Council Member for Place Five (5).

SECTION 2: Applications for place on the ballot will be accepted from January 16, 2019 until February 15, 2019, by the close of business (5:00 p.m.) in the Office of the City Secretary, City Hall, 201 East Main Street, Brady, Texas.

SECTION 3: Early voting will be from April 22, 2019 until April 30, 2019, Monday through Friday and from 8:00 a.m. to 5:00 p.m. with extended hours from 7:00 a.m. until 7:00 p.m. on April 23, 2019 and April 25, 2018 at City Hall, 201 East Main Street, Brady, Texas.

Applications for ballots by mail shall be submitted to Tina Keys, P.O. Box 351, 201 East Main Street, Brady, Texas by April 23, 2019.

SECTION 4: The Election Judge to serve at the polling place of such election shall be and are hereby appointed as follows:

Early Voting Place: City Hall

Early Voting Clerk: To Be Determined by City Secretary, Brady, Texas

Early Voting Clerk: To Be Determined by City Secretary, Brady, Texas

Polling Place #1: City Hall

Election Judge: Valerie Gonzalez

Alternate Judge: Kathryn Meroney

Amanda Lewis

SECTION 5: In accordance with Section 32.091 of the Texas Election Code, clerks shall be paid at the rate of \$11.00 per hour and the election judges shall be paid \$12.50 per hour.

SECTION 6: There shall be a minimum of two (2) clerks at the polling place, which includes the alternate judge.

SECTION 7: In accordance with Section 87.004 of the Texas Election Code, the presiding judge at City Hall and at least two (2) clerks shall also serve as the Early Voting Ballot Board to count ballots received during early voting by personal appearance and early voting by mail.

PASSED AND APPROVED this 8th day of January, 2019.

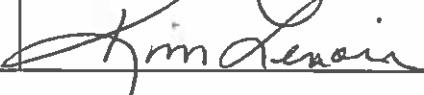
Anthony Groves, Mayor

ATTEST: _____
Tina Keys, City Secretary

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01-08-2019	AGENDA ITEM	4.C
AGENDA SUBJECT:	Consideration and possible action on Resolution 2019-004 authorizing publication of notice of intent to issue City of Brady, Texas Certificates of Obligation, Series 2019, not to exceed \$10,830,000.		
PREPARED BY:	Lisa Remini / David Mendez of Bickerstaff Heath Delgado Acosta LLP	Date Submitted:	01-02-2019
EXHIBITS:	Resolution 2019-004 Notice for publication		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			

SUMMARY:

It is required that the City Council direct staff through resolution to put notice in a local public newspaper that the Council intends to issue debt in the form of Combination Tax and Surplus Waterworks and Sewer Revenue Certificates of Obligation (CO). CO are a commonly used debt instrument that allows Council to issue debt for a critical public need on a shorter timeline rather than waiting for the next uniform election date on the calendar. The law requires that the notice must be published twice, each on the same day of the week, the first publication being at least 30 days before a city can pass an ordinance to issue certificates, which will be on February 19, 2019.

The Texas Water Development Board (TWDB) has given the City of Brady a financial commitment to fund a loan amount not to exceed \$10,830,000 through the Drinking Water State Revolving Fund program. Once the City bids out the construction project in early spring, the final loan amount will be established.

The loan proceeds along with \$18,075,000 in grant funds from the TWBD will be used to fund the required estimated \$28.9 million improvements needed to correct EPA/TCEQ violations associated with the naturally occurring radium in the city's water system. This type of debt is in compliance with the City's Debt Management Policy adopted during the City's most recent budgeting cycle.

This is the final "leg" of the City's efforts to comply with EPA/TCEQ driven rulings that mandate the levels of radium in drinking water at the lowest possible cost to the citizens of Brady.

RECOMMENDED ACTION:

It is recommended that the Council approve Resolution 2019-004 authorizing publication of notice of intent to issue Combination Tax and Surplus Waterworks and Sewer System Revenue Certificates of Obligation, Series 2019.

RESOLUTION NO. 2019-004

**RESOLUTION AUTHORIZING PUBLICATION
OF NOTICE OF INTENTION TO ISSUE
COMBINATION TAX AND SURPLUS WATERWORKS AND SEWER SYSTEM
REVENUE CERTIFICATES OF OBLIGATION**

THE STATE OF TEXAS §
COUNTY OF MCCULLOCH §
CITY OF BRADY §

WHEREAS, this City Council of the City of Brady, Texas deems it advisable to give notice of intention to issue combination tax and surplus waterworks and sewer system revenue certificates of obligation of said City, as hereinafter provided; and

WHEREAS, it is officially found and determined that the meeting at which this Resolution has been considered and acted upon was open to the public and public notice of the time, place and subject of said meeting was given, all as required by Chapter 551, Texas Government Code, as amended;

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

Section 1. FORM OF NOTICE. Attached hereto and marked Exhibit "A" is a form of Notice of Intention to Issue Combination Tax and Surplus Waterworks and Sewer System Revenue Certificates of Obligation, the form and substance of which are hereby adopted and approved.

Section 2. PUBLICATION OF NOTICE. Said Notice shall be published, in substantially the form attached hereto, in a newspaper, as defined in Subchapter C of Chapter 2051, Texas Government Code, of general circulation in said City once a week for two consecutive weeks, the date of the first publication thereof to be at least thirty (30) days prior to the date tentatively set for passage of the ordinance authorizing the issuance of such certificates.

PASSED AND APPROVED THIS 8TH DAY OF JANUARY, 2019.

Mayor

ATTEST:

City Secretary

[CITY SEAL]

Exhibit "A"

NOTICE OF INTENTION TO ISSUE
COMBINATION TAX AND SURPLUS WATERWORKS AND SEWER SYSTEM
REVENUE CERTIFICATES OF OBLIGATION

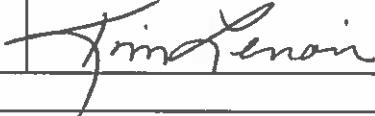
NOTICE IS HEREBY GIVEN that the City Council of the City of Brady, Texas, will convene at its regular meeting place of said City Council located in the City of Brady Municipal Court Building, 207 S. Elm Street, Brady, Texas for a regular meeting called at 6:00 p.m. on February 19, 2019, and, during such meeting, the City Council will consider passage of an ordinance and take such other actions as may be deemed necessary to authorize the issuance of combination tax and surplus waterworks and sewer system revenue certificates of obligation in an aggregate principal amount not to exceed \$10,830,000 for the purpose of paying contractual obligations of the City to be incurred for construction of certain water system improvements identified on Project No. 10447, and the payment of professional services and costs of issuance related thereto. The combination tax and surplus waterworks and sewer system revenue certificates of obligation will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and a pledge of the surplus net revenues from the City's waterworks and sewer system. The combination tax and surplus waterworks and sewer system revenue certificates of obligation are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Local Government Code, Section 271.041, et seq.

/s/ Anthony Groves
Mayor, City of Brady, Texas

City Council

City of Brady, Texas

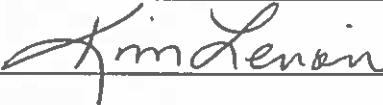
Agenda Action Form

AGENDA DATE:	1-8-2019	AGENDA ITEM	6.A
AGENDA SUBJECT:	Public Hearing for the 2019-2020 Texas Community Development Block Grant Fund project for N. Walnut waterline loop and system improvements (Estimated at \$275,000) – Presented by Mary Alice Smith, GrantWorks and Steven Miller, Director of Public Works		
PREPARED BY:	Kim Lenoir	Date Submitted:	1/02/2019
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$0.00	
	Amount Budgeted:	\$0.00	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY:			
<p>The 2019-2020 Texas Community Development Block Grant Fund project identified for Brady is a North Walnut Street waterline loop and system improvements, estimated at \$275,000.</p> <p>Mary Alice Smith, of GrantWorks and Steven Miller, Director of Public Works will be available to answer any questions.</p>			
RECOMMENDED ACTION: <p style="color: red;">Open Public Hearing at (Mayor announces time)</p> <p style="color: red;">Hear presentation and any public comments</p> <p style="color: red;">Close Public Hearing at (Mayor announces time)</p> <p style="color: red;">No Action, move to next agenda item.</p>			

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01/08/19	AGENDA ITEM	6.B.	
AGENDA SUBJECT:		Consider approval of Resolution 2019-002 applying for the 2019-2020 Texas Community Development Block Grant Fund project for N. Walnut waterline loop and system improvements (Estimated at \$275,000) and authorizing the Mayor to sign the application.		
PREPARED BY:		Kim Lenoir / Steven Miller	Date Submitted:	12/31/2018
EXHIBITS:		Resolution 2019-002		
BUDGETARY IMPACT:		Required Expenditure:	\$00.00	
		Amount Budgeted:	\$00.00	
		Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:				
SUMMARY: The Texas Community Development Block Grant application is proposed to be filed with the Texas Department of Agriculture for funding consideration under the Community Development Fund. The application will be for up to <u>\$275,000</u> of 100% grant funds to carry out water improvements. The resolution assures that all funds be used in accordance with all applicable federal, state, local, and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements. The resolution designates the Mayor is designated as the Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and participation in the Texas Community Development Block Grant Program.				
Staff has identified a neighborhood North Walnut waterline loop and system improvements for this grant application. Award of the grant is estimated in late 2019.				

RECOMMENDED ACTION:

Move to approve Resolution 2019-002

RESOLUTION 2019-002

A RESOLUTION OF THE CITY OF BRADY TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR TO ACT AS THE EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City of Brady desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income; and

WHEREAS, certain conditions exist within the community which represent a potential risk to the public health and safety;

WHEREAS, it is necessary and in the best interests of the City of Brady to apply for funding under the 2019-2020 Texas Community Development Block Grant Program.

NOW, THEREFORE, BE IT RESOLVED:

- Section 1. That a Texas Community Development Block Grant application is hereby authorized to be filed with the Texas Department of Agriculture for funding consideration under the Community Development Fund;
- Section 2. That the City's application be placed into competition for funding under the Community Development Fund.
- Section 3. That the application be for up to \$275,000 of grant funds to carry out WATER improvements.
- Section 4. That all funds be used in accordance with all applicable federal, state, local, and programmatic requirements including but not limited to procurement, environmental review, labor standards, real property acquisition, and civil rights requirements
- Section 6. That the Mayor is designated as the Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and participation in the Texas Community Development Block Grant Program.

PASSED AND APPROVED ON THIS THE 8th DAY OF JANUARY, 2019.

ATTEST:

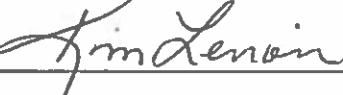
Mayor, Anthony Groves

City Secretary, Tina Keys

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01/08/19	AGENDA ITEM	6.C.
AGENDA SUBJECT:	Consider approval of Resolution 2019-003 selecting KSA Engineers to be the engineers for the 2019-2020 Texas Community Development Block Grant Fund project for N. Walnut waterline loop and system improvements.		
PREPARED BY:	Kim Lenoir	Date Submitted:	12/31/2018
EXHIBITS:	Resolution 2019-003		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>The City of Brady solicited for engineering services and Requests for Proposals on December 6, 2018 and received two responses by December 20, 2018. On December 20, 2018, the Review Committee of Mayor Anthony Groves, Public Works Director Steven Miller, Water Superintendent Gary Jacobson and City Manager Kim Lenoir met and reviewed and scored the proposals.</p> <p>The Review Committee is recommending KSA Engineers of San Angelo, Texas to provide engineering services for the 2019-2020 Community Development Water Project for the City of Brady. KSA Engineers of San Angelo are also selected to provide engineering services for the FY 2018 - 2019 neighborhood water projects on Simpson Street and Nueva Street.</p> <p>The Resolution also authorizes the Mayor to enter into agreements with KSA Engineers for the 2019-2020 Community Development Water Project.</p>		
RECOMMENDED ACTION:	Move to approve Resolution 2019-003		

RESOLUTION 2019-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS APPROVING SELECTION OF KSA ENGINEERS FOR ENGINEERING SERVICES FOR THE CITY OF BRADY 2019-2020 COMMUNITY DEVELOPMENT WATER PROJECT AND FOR THE FY 2018-2019 NEIGHBORHOOD WATER PROJECTS ON SIMPSON STREET AND NUEVA STREET AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS RELATED TO SAID CONTRACTS.

WHEREAS, the CITY wishes to enter into a contract with KSA Engineers of San Angelo for engineering services for the 2019-2020 Community Development Water Project for the City of Brady; and

WHEREAS, the CITY wishes to also use KSA Engineers of San Angelo to provide engineering services for the FY 2018-2019 neighborhood water projects on Simpson Street and Nueva Street; and

WHEREAS, the CITY wishes to be bound by the conditions as set forth in the agreements; and

WHEREAS, the CITY hereby authorizes the Mayor to execute said contracts.

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

The City of Brady solicited for services and Requests for Proposals on December 6, 2018 and received two responses by December 20, 2018.

On December 20, 2018, the Review Committee of Mayor Anthony Groves, Public Works Director Steven Miller, Water Superintendent Gary Jacobson and City Manager Kim Lenoir met and reviewed and scored the proposals.

The Review Committee is recommending KSA Engineers of San Angelo, Texas to provide engineering services for the 2019-2020 Community Development Water Project for the City of Brady. KSA Engineers of San Angelo are also selected to provide engineering services for the FY 2018 - 2019 neighborhood water projects on Simpson Street and Nueva Street.

That the City of Brady hereby authorizes the Mayor to enter into agreements with KSA Engineers for the 2019-2020 Community Development Water Project.

PASSED AND APPROVED this the 8th day of January, 2019.

CITY OF BRADY:

Anthony Groves, Mayor

Attest: _____

Tina Keys, City Secretary

City Council
City of Brady, Texas

Agenda Action Form for Ordinance

AGENDA DATE:	1-8-19	AGENDA ITEM	7.A.
AGENDA SUBJECT:	Discussion, consideration and possible action regarding first reading of Ordinance 1263 of the City of Brady, Texas, establishing the Hotel Occupancy Tax Grant Sub-Committee of the Tourism Advisory Board.		
PREPARED BY:	Kim Lenoir	Date Submitted:	12-26-18
EXHIBITS:	Ordinance and HOT Grant Forms		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			

SUMMARY:

On November 6, City Council directed the Visit Brady staff to establish the Tourism Advisory Board for the City Council to advertise and fill positions. The Tourism Advisory Board was established by Ordinance 1263.

This ordinance defines the HOT Tax Grant Sub-Committee and how the grants are to be administered.

The City of Brady has operated this committee since September 2, 2014 and updated the grant process under Resolution 2016-057. This ordinance will now formalize the HOT grant applications, awards, and follow-up with the new Visit Brady operation and the Tourism Advisory Board.

RECOMMENDED ACTION:

Mayor will ask: “Madam City Secretary please read the Ordinance Preamble for the record in accordance with the City Charter.” “Secretary reads preamble”

Mayor calls for a motion: Move to approve first reading of Ordinance 1263.

ORDINANCE NO. 1263

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BRADY
ESTABLISHING A HOT TAX GRANT SUB-COMMITTEE OF THE TOURISM
ADVISORY BOARD; ESTABLISHING THE NUMBER OF MEMBERS OF THE
COMMITTEE; ALLOWING FOR THE ESTABLISHMENT OF MEETING
SCHEDULES; ESTABLISHING THE DUTIES; AND ADOPTING GRANT
FORMS.**

WHEREAS, the City Council of the City of Brady jointly funded and adopted the *Visit Brady Strategic Plan* and have contracted with the Brady/McCulloch County Chamber of Commerce to implement the Plan; and

WHEREAS, the City Council of the City of Brady wished to allow for the establishment of a HOT Tax Grant Sub-Committee of the Tourism Advisory Board; and

WHEREAS, the HOT Tax Grant Sub-Committee is to be composed of a Council Member, the City Manager, the Director of Finance and the Visit Brady Director; and

WHEREAS, this Committee will meet at City Hall as applications are made available; and

WHEREAS, the Visit Brady Director or designee shall serve as secretary, provide the committee with all information necessary for the performance of its duties and keep a record of all transactions; and

WHEREAS, the Committee is recommending adoption of the forms and processes attached as exhibits to be used to award HOT Tax Grants.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS THAT:
That the HOT Tax Grant Sub-Committee of the Tourism Advisory Board shall be composed of and have the following duties:

1. The Committee shall consist of a Council Member, the City Manager, the Director of Finance and the Visit Brady Director.
2. *Term.* Committee members shall serve one-year terms, appointed each fiscal year.
3. Forms and Process to award Grants shall be attached in Exhibit A.

Passed and approved on the FIRST READING this 8th day of January, 2019.

Passed and approved on the SECOND READING this 22nd day of January, 2019.

Anthony Groves, Mayor

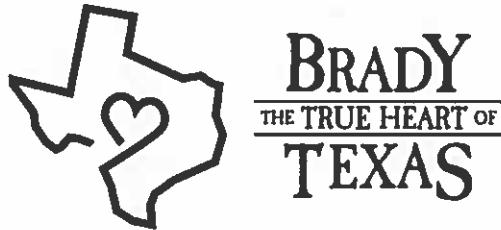
ATTEST:

Tina Keys, City Secretary

**Ordinance No. 1263
Exhibit A**

Attached Forms Include:

1. Hotel Occupancy Tax (HOT) Funding Application
2. Hotel Occupancy Tax Use Guidelines Under Texas State Law and Funding Application Form
3. HOT Reimbursement Checklist
4. City of Brady Visitor Survey
5. Post Event Report Form
6. Conflict of Interest Questionnaire
7. W-9 Request for Taxpayer Identification Number and Certification



Hotel Occupancy Tax (HOT) Funding Application

Today's Date: _____

In order to ensure funding consideration, applications must be returned 3 months prior to event. Please note that if your event dates change, you must submit a new application for re-approval. Events that do not occur as specified in the application are not eligible for HOT reimbursement.

Organization Information

Event Name:	
Event Date:	Year Event Began:
Event Location:	
Sponsoring Organization Name:	Website & or Facebook page:
Tax I.D. Number:	

Please check one

Is your organization tax exempted? Yes No

Is your organization: Non Profit For Profit Private

Contact Information

Name of Contact:		
Mailing Address (must match address on W-9):		City, State, Zip:
Daytime Phone#:	Alternate Phone#:	E-mail Address:

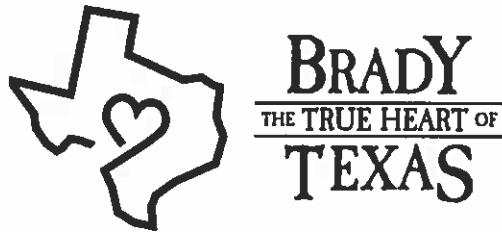
Please check one

Contact Preference: Email Mail Fax

Event Funding Request

HOT Funds Requested: \$ _____

Describe in detail, exactly how funds will be used. Please be Specific. (Refer to Guidelines for authorized expenditures) _____



Who are you targeting in your advertising and promotion efforts to attend?

What percent of total costs will be covered by this HOT?

Please list other organizations, government entities, grants, and funding sources that have offered financial support for the event noted above.

Estimated Total Attendance at Event listed Above: This Year _____ Last Year _____

Last 3 Dates & Years of Event

1. _____
2. _____
3. _____

Last 3 Cities of Event

1. _____
2. _____
3. _____

Hotels Used

1. _____
2. _____
3. _____

You must reserve a room block for this event at a Brady hotel. List how many rooms you anticipate you will use nightly? _____

How will your hotel bookings be measured? _____

***Your attendees will be required to complete hotel locator cards provided if funding is approved.**

How did you/your organization hear about Brady? _____

Are you considering any other locations/cities for your event? If so, which others? _____

In order to receive hotel occupancy tax, you must contact Brady hotels for room blocks. If overflow hotel rooms are necessary, after Brady hotels are booked, arrangements can be made with the Brady Chamber of Commerce to contact hotels in outlying areas. It is imperative that you make every attempt to encourage your attendees to stay in Brady properties. Your total room night usage in Brady could determine future funding.

Signature of Event Representative: _____ Date: _____

Please Submit to: Brady Chamber of Commerce
 101 E. 1st
 Brady, TX 76825
 Phone: 325-597-3491 Fax: 325-792-9181
 erin@bradytx.com



BRADY/McCULLOCH
★ ★ COUNTY ★ ★
CHAMBER of COMMERCE



HOTEL OCCUPANCY TAX USE GUIDELINES UNDER TEXAS STATE LAW AND FUNDING APPLICATION FORM

State Law: By law of the State of Texas, the City of Brady collects a Hotel Occupancy Tax (HOT) from hotels, motels, and bed & breakfasts and inns. Under state law, the revenue from the HOT may be used only to directly promote tourism and the convention and hotel industry. **The use of HOT funds must generate additional room nights for local lodging establishments and is limited by Chapter 351 of the Tax Code to certain items including the below list.**

✓ **Please Check the Applicable Category that your organization will use funding:**

- Registration of Convention Delegates:** the furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
- Advertising, Solicitations and Promotions that Directly Promote Tourism and the Hotel and Convention Industry:** advertising and conducting solicitations and promotional programs to attract tourists and convention delegates or registrants to the municipality or its vicinity;
- Promotions of the Arts that Directly Promote Tourism and the Hotel and Convention Industry:** that the encouragement, promotion, improvement, and application of the arts, including instrumental and vocal music, dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion picture, radio, television, tape and sound recording, and other arts related to the presentation, performance, execution, and exhibition of these major art forms, and
- Historical Restoration and Preservation Activities that Directly Promote Tourism and the Hotel and Convention Industry:** historical restoration and preservation projects or activities or advertising and conducting solicitation and promotional programs to encourage tourists and convention delegates to visit preserved historic sites or museums.
- Sporting Event Expenses that Substantially Increase Economic Activity at Hotels:** expenses including promotional expenses, directly related to a sporting event in which the majority of participants are tourists who substantially increase economic activity at hotels and motels within the city or its vicinity.

City Policy: Visit Brady accepts applications from groups and businesses whose events fit into one or more of the above categories. All requests for funds should be submitted by a completed and signed application form. The application will be reviewed and acted on in a timely manner. The applicant may be asked to make a presentation at a meeting and answer any questions regarding the application. If so, applicants will be notified at least one week prior to the meeting of its time and place.

Eligibility and Priority for Hotel Tax Funds: Priority will be given to those events based on their ability to generate overnight visitors in Brady. If an event will not generate any meaningful hotel night activity, it is not eligible for receipt of hotel occupancy tax funds. Events can prove this potential to generate overnight visitors by:

- a) Historic information on the number of room nights used during previous years of the same events;
- b) Current information on the size of a room block that has been reserved at area hotels to accommodate anticipated overnight guests attending the event requesting hotel tax funds;
- c) Examples of marketing of the event that will likely generate and encourage overnight visitors to Brady lodging properties;
- d) Examples and historic information on the number of room nights generated by similar events in other similarly situated cities.

Recognition of Sponsorship: All events receiving HOT funds must recognize Visit Brady as a sponsor. A Visit Brady logo is available for this use upon request.

PLEASE INITIAL EACH REQUIREMENT BELOW.

	1. Must agree to recognize Visit Brady as a funding source in all materials; radio, TV and website, and social media.
	2. Must provide a visual link to the Visit Brady website on the event/organization website.
	3. Must allow Visit Brady the option to have a Welcome Booth at the Entrance or Registration of your event.

Use of Local Vendors: We encourage all event organizers to patronize Brady businesses for food, supplies, materials, printing, etc. to the extent feasible. Applicants may be asked to explain why items that are available locally were purchased elsewhere. Please contact us for help locating businesses and resources, or at www.bradytx.com.

Payment of HOT Funds: Approved HOT funds will be paid upon submission of a Post Event Report, due within 60 days of the event completion. For this reason, event organizers are encouraged to save proceeds from each event to be used as initial operating funds for the same event in the future.

Use of Revenues from Event: No other outside event(s), project, charity, etc., sponsored by the host organization may profit from the Visit Brady funding of a particular event unless it has been outlined in the original HOT application. No funding approved may be used for the operating budget of any organization.

Post Event Report: All entities that are approved for HOT funds must submit a Post Event Report within 60 days of each funded event in order to receive the approved funds. The report will be reviewed by the tourism board to determine how well the entity met its goals and will be used in consideration of future HOT funding requests. Priority in the future will be given to those events that demonstrate an ability to generate overnight visitors as applicable in Brady.

By signing this form, you are agreeing that Brady may use pictures and/or video from your event for promotional purposes.

I have read the above rules mandating the HOT and agree to the terms:

Signature: _____ Date: _____

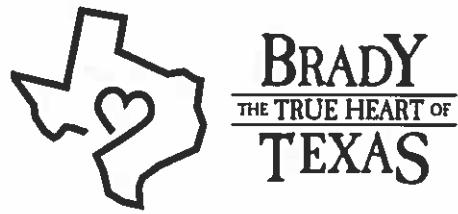
Reminder: Attach or include the proposed schedule of your events and activities.

Please sign and return the above copy with your application for funding. Retain a copy for your records.

Please submit to:

Erin Corbell
Brady Chamber of Commerce
101 E 1st
Brady, TX 76825
Phone: 325-597-3491 Fax: 325-792-9181
erin@bradytx.com





HOT Reimbursement Checklist

✓ To Do Before Event

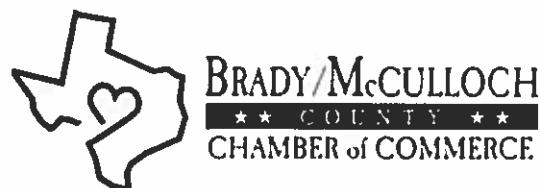
- Completed HOT Funding Application (*due four-six months prior to event*)
 - Signed & Dated HOT Guidelines (*due with application*)
 - Completed Conflict of Interest (*due with application*)
 - Completed W-9 (*due with application*)
-

✓ To Do After Event

- Completed Post Event Report with specific requirements (*due within 60 days of Event*)
- Receipts showing how the funds provided were used (*due with Post Event Report above*)
- Completed Visitor Survey (*due with Post Event Report above*)

Thank you for bringing your event to Brady! If you have any questions or concerns, we will be happy to assist you.

Thank You!



CITY OF BRADY VISITOR SURVEY

What is your zip code?

How many are in your party?

In what town are you staying during this event?

- Brady
- Mason
- Llano
- Other (please specify):

Did you stay overnight in a local hotel?

- Yes
- No

If so, at which hotel are you staying during this event?

- Holiday Inn Tru Country Inn
- Best Western The Gates Guest House
- Gold Key Inn Selah Springs Ranch
- Sunset Inn

How many nights did you stay?

- 1
- 2
- 3
- Other (please specify):

How many rooms per night did your party have?

- 1
- 2
- 3
- Other (please specify):

Did you eat at any local restaurants?

- Yes
- No

Will you attend another event by this group again this year?

- Yes
- No
- Other (please specify):

How did you hear about this event?

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Internet | <input type="checkbox"/> Radio |
| <input type="checkbox"/> Word of Mouth | <input type="checkbox"/> TV |
| <input type="checkbox"/> Other (please specify): | <input type="checkbox"/> Newspaper |
| <input type="text"/> | |
| <input type="checkbox"/> Magazine | |



Post Event Report Form

Event Information

Event Name:	Date of Event:	
Address:	City, State, Zip:	
Contact Name:	Phone:	E-mail:

Attendance (if applicable)

What would you estimate was the actual attendance at the event?
How did you obtain this number?

Funds

Amount Approved: _____ Used: _____

How were the funds actually used? Receipts indicating funds spent as noted on application are required for reimbursement. Please include receipts and proof of payment.

Promotion

Please attach samples of documents showing how Brady Tourism logo was recognized in your advertising and promotional campaign. Advertising the Brady Tourism logo is required for reimbursement.

Will your event be held in Brady next year (please list future event dates)? If not, where?

Please sign below and complete evaluation on reverse side.

Signature of Event Representative: _____ Date: _____





Post Event Report Form

Evaluation

Please rate your experience in Brady:

Poor

Excellent

How can we help improve your experience?

Please rate your experience with application and record keeping for funding:

Poor

Excellent

How can we help better your experience?

Please rate your experience with your event's facility (ex. The Ed Davenport Civic Center)

Poor

Excellent

How can we help better your experience with the facility?

Please rate your experience with Brady motels:

Poor

Excellent

How can we help better your experience with Brady motels?

Do you know of other events that could be hosted in Brady?

Other Comments:

Please Submit to: Brady Chamber of Commerce

101 E. 1st

Brady, TX 76825

Phone: 325-597-3491 Fax: 325-792-8191

erin@bradytx.com



BRADY/McCULLOCH
COUNTY CHAMBER of COMMERCE

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.						
	2 Business name/disregarded entity name, if different from above						
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ► _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ► _____						4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.)			Requester's name and address (optional)			
	6 City, state, and ZIP code						
	7 List account number(s) here (optional)						
	Part I Taxpayer Identification Number (TIN)						
	Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.						

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
_____ - _____ - _____
Employer identification number
_____ - _____ - _____

OR

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out Item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ►	Date ►
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

- Form 1099-C (canceled debt)

- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester;
2. You do not certify your TIN when required (see the Part II Instructions on page 3 for details);

3. The IRS tells the requester that you furnished an incorrect TIN;

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; do not leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. Individual. Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. Sole proprietor or single-member LLC. Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation. Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. Other entities. Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(ii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)

2—The United States or any of its agencies or instrumentalities

3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

4—A foreign government or any of its political subdivisions, agencies, or instrumentalities

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for ...	THEN the payment is exempt for ...
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its Instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee* code earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹
5. Sole proprietorship or disregarded entity owned by an individual	The actual owner ¹
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i) (A))	The owner ³
7. Disregarded entity not owned by an individual	The grantor ¹
For this type of account:	Give name and EIN of:
8. A valid trust, estate, or pension trust	The owner
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	Legal entity ⁴
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The corporation
11. Partnership or multi-member LLC	The organization
12. A broker or registered nominee	The partnership
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The broker or nominee
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i) (B))	The public entity
	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

⁵ Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, *Identity Theft Prevention and Victim Assistance*.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

City Council

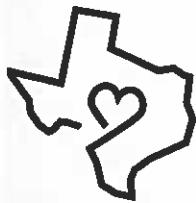
City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01/08/19	AGENDA ITEM	7.B.
AGENDA SUBJECT:	Discussion, consideration and possible action accepting the Type A Brady Economic Development Corporation (EDC) 2018 Annual Report.		
PREPARED BY:	Kim Lenoir	Date Submitted:	12/31/2018
EXHIBITS:	Type A Brady Economic Development Corporation (EDC) 2018 Annual Report.		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY:	Type A Brady Economic Development Corporation (EDC) 2018 Annual Report was presented and approved by the EDC Board on December 12, 2018 Staff will be available to answer any questions.		

RECOMMENDED ACTION:

Move to accept the Type A Brady Economic Development Corporation (EDC) 2018 Annual Report.



BRADY
THE CITY OF
TEXAS

Jason Valdez
President

Don Miller
Vice-President

Lauren Bedwell
Board Member

Michele Derick
Board Member

Erin Betts
Board Member

Ex-officio
Members

Anthony Groves
Mayor

James Griffin
Mayor Pro Tem

Kim Lenoir
City Manager

Erin Corbell
Chamber of
Commerce

Staff

Peter Lamont
Director
(resigned July
2018)

Lisa Remini
Board Treasurer

Kathryn
Meroney
Board Secretary

BRADY ECONOMIC DEVELOPMENT CORPORATION ANNUAL REPORT 09/30/2018

The following constitutes the annual report for the Brady Economic Development Corporation (BEDC) for fiscal year 2018. The fiscal year runs from October 1, 2017 through September 30, 2018.

Open Contracts:

- 1) Thomas Developments– expires FY 27 – Purchase of 301 S. Bridge Street
- 2) Dodge Crossing – expires FY23 – Lease/Option to purchase of EDC Property

Ongoing Projects:

- 1) 2009 Civic Center Renovation and Expansion Project
 - a. Bid Award/to Waldrop Construction 12-16-15
 - b. Opened January 2017
 - c. BEDC is refunding City of Brady \$1,081,000 construction loan
- 2) 2009 Marina/Fish House
 - a. Corps Permit Received 9-14-14
 - b. Plans approved by TPWD 9-18-15
 - c. No Bids Received 12-16-15
 - d. Split Boat Ramp and Fish House Projects
 - e. Contract with Docks of Texas executed – 2-8-16
 - f. Fish House construction 90% complete
 - g. Fish House Completed – August 2018
 - h. Fish House donated to City of Brady September 2018
- 3) Marketing and Development program with The Retail Coach
 - a. Demographic Analysis Completed – 1/24/17
 - b. Gap Analysis Completed
 - c. Retail Trade Areas defined
 - d. Marketing operations have begun – Ongoing effort
 - e. Current Contract expires February 2019
- 4) EDC Strategic Plan
 - a. Approved 10-12-17
 - b. May 2018 - Successful Type B conversion election; Type A working to dissolve by 2019.
 - c. Work Ready Community Training – Don Miller and Erin Corbell

Organizational Memberships:

- 1) Texas Economic Development Corporation (TEDC)
- 2) Texas Midwest Communities Network (TMCN)
- 3) Texas Downtown Association (TDA)
- 4) International Council of Shopping Centers (ICSC)

Advertising Opportunities:

- 1) Expansion Solutions Magazine - \$1,300
- 2) Team Texas - \$3,000
- 3) Retail Coach -\$14,500
- 4) Texas Wide Open for Business - \$2,200
- 5) Texas Trails Map \$925
- 6) Music Festival - \$600
- 7) Trade and Industry Magazine Site Selector edition - \$300

Prospective Business Projects:

- 1) U. S. Cement
- 2) TxDOT/Airport Improvements

Meetings and Trainings:

- 1) Oct 12, 2017 – BEDC Regular Meeting
- 2) Oct 25, 2017 – TMCN Annual Conference –Peter Lamont, Kim Lenoir, Kathryn Meroney
- 3) November 9-10, 2017 – ICSC Texas Conference and Deal Making – Peter Lamont, Tina Keys
- 4) November 16, 2017 – BEDC Regular Meeting
- 5) January 23, 2018 – BEDC Regular Meeting
- 6) January 25, 2018 – TMCN Quarterly Meeting – Peter Lamont, Kim Davee, Anthony Groves, James Griffin, Jeffrey Sutton
- 7) February 27, 2018 – BEDC Regular Meeting
- 8) March 5-8, 2018 – Community Development Institute – Peter Lamont
- 9) May 2018 – ICSC Annual Conference and Deal Making – Retail Coach, Lamont and Lenoir
- 10) June 28, 2018 - BEDC Regular Meeting
- 11) July 26, 2018 – BEDC Regular Meeting
- 12) August 17, 2018 – BEDC Regular Meeting
- 13) September 27, 2018 – BEDC Regular Meeting

Commercial Certificates of Occupancy:

- 1) Joe's Italian
- 2) Mexico City Café
- 3) Welders Equipment
- 4) Reza Taqueria
- 5) Buffalo Falls Antiques

FY 2018 Goals:

To complete year one of three of the BEDC Strategic Business Plan
Work Ready Community Plans are progressing

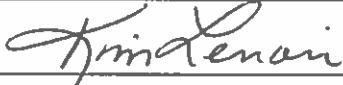
FY 2019 Goals:

New Type B EDC to meet with City Council and update Strategic Plan with goals
Type A EDC plans to dissolve all business and close-out the corporation

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01/08/19 AGENDA ITEM 7.C.		
AGENDA SUBJECT:	Discussion, consideration and possible action approving Type A EDC's recommendation to pay off the balance of the Type A EDC loan at Commercial National Bank (\$32,168.51) for the construction of Airport Hangar E, presented by EDC President Jason Valdez		
PREPARED BY:	Kim Lenoir	Date Submitted:	12/31/2018
EXHIBITS:	Type A Brady Economic Development Corporation minutes Dec 12, 2018		
BUDGETARY IMPACT:	Required Expenditure:	\$32,168.51	
	Amount Budgeted:	\$32,168.51	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			

SUMMARY:

Type A Brady Economic Development Corporation (EDC) voted on December 12, 2018 to pay-off the Commercial Bank construction loan for the Airport Hangar E.

EDC President Jason Valdez will be available to answer any questions.

RECOMMENDED ACTION:

Move to approve the Type A Brady Economic Development Corporation (EDC) recommendation to pay off the balance of the Type A EDC loan at Commercial National Bank (\$32,168.51) for the construction of Airport Hangar E.

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The Brady Type A and B Economic Development Corporation of the City of Brady, Texas met in a Special Meeting on Wednesday, December 12, 2018, at 6:00 p.m. at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas. BEDC President Jason Valdez presided over the meeting. BEDC Type A Board Members present were Lauren Bedwell, Don Miller, Erin Betts and Michele Derrick. Also, in attendance were Treasurer Lisa Remini, Chamber Director Erin Corbell, Type B Board Members Amy Greer, Billie Davis and Board Secretary Kathryn Meroney.

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

- A. President Jason Valdez called the meeting of the Type A and Type B to order at 6:00 p.m. Roll was called for both Type A and Type B and a quorum was certified by the Board Secretary. 2. Minutes from October 11 A&B, November 19 Joint Community Meeting, November 19, 2018 Special A&B Meeting were approved unanimously. Vote 5-0 by Type A. Vote 7-0 by Type B.

3. REPORTS/PRESENTATION ITEMS

- A. Jason Valdez reviewed the bills and checks for October and November 2018.
- B. Treasurer Lisa Remini presented Type A-End of Year FY2018 Financial Reports.
- C. Lisa Remini presented Type A Comptroller Report for FY2018, Report was approved with one change to the original draft presented: reclass \$83,000 in Personnel to the Administration expense category. A motion was made by Michele Derrick and a second by Lauren Bedwell. All in favor. Vote 5-0.
- D. Annual Report was presented and approved by a motion from Erin Betts and a second from Lauren Bedwell. All in favor. Vote 5-0.

4. INDIVIDUAL CONCERNS

- A. Discussion, consideration and possible action on Jeffery Moore's research of legal issues and options to transfer Type A assets. President Jason Valdez updated the board on Jeffery Moore's opinions. It is Mr. Moore's opinion that all assets have to revert back to the City of Brady. The Real Estate belongs to the City of Brady but the board can request a portion of the payments being brought in on these properties. A chapter 380 agreement will need to be prepared and entered into. Any title work necessary can be done by Donald Barley. A motion was made by Jason Valdez to request to receive a portion of all payments made on property in a 20/80 split. The city to keep 20% and the EDC 80%. This was seconded by Erin Betts and all members were in favor. Vote 5-0.
- B. Discussion, consideration and possible action on paying off the balance of EDC loan at Commercial National Bank (Council approval is required). After a brief discussion a motion was made by Erin Betts and a second by Lauren Bedwell to pay off the loan at Commercial National Bank. All in favor. Vote 5-0.
- C. Discussion, consideration and possible action on donation EDC Hangar at the Airport to the City of Brady, once debt is paid off (Council approval required). After a brief discussion a motion was made by Michele Derrick and a second by Erin Betts donating the EDC Hangar at the Airport to the City of Brady. All in favor. Vote 5-0.
- D. Discussion, consideration and possible action to assign debt payment for the 2009 Civic Center

Project to the Type B EDC or request to City Council to forgive the Type A EDC Civic Center debt (Type B EDC and Council approval required). Jason Valdez informed the board that something has to be done with the Civic Center debt to move forward as a Type B. According to Jeffery Moore this is a possibility. It was mentioned by Erin Corbell that Council Member Jane Huffman had suggested that council forgive the debt and use the money available at this time to do projects needed completion at this time. For example, the ballfields. Vice President, Don Miller stated that there is no way that we can give back the money. He stated that our community had lost too many jobs and over the last three years we have spent \$290,000. and have nothing to show for it. The board discussed plans for two options to present to council at length. Jason Valdez will begin working on a proposal to the council asap with assistance from Amy Greer.

- E. Discussion, consideration and possible action on approval of FY2019 Letters of Record for City Services between Type A and Type B (separate A&B action needed). A motion was made by Michele Derrick to sign both the A & B letters. There was a second by Erin Betts and all were in favor. Vote 5-0 by Type A. Vote 7-0 by Type B.
- F. Discussion, consideration and possible action on City of Brady EDC website pages, as recommended. The board discussed leaving the page reading "Under Construction". Erin Corbell informed the board that leaving up the message could appear as if you are not open for business. Erin Corbell suggested that each member's name and phone number be placed on the web site. Jason Valdez will direct staff for webpage set-up.
- G. Discussion, consideration and possible action establishing regular meetings (time, day of week, week of month). This item was tabled.
- H. Discussion, consideration and possible action to set-up Joint Meeting (A, B, City Council) date to finalize Type A EDC Business, consider transfer of agreements, contracts, leases and liabilities to Type B EDC, and receive City Council approval and to review and discuss Strategic Plan, Goals and Strategies with City Council. Possible Executive Session may be included to discuss sensitive financial information within those, if any (Tuesday, Jan 22 or Feb 5 meetings work for Council). This item was tabled.

5. REPORTS

- A. Status of sale of property to Brian Crabb.
- B. Status of financial assistance request from Brady Monument.
- C. Status of lease agreement with John Knox Moore on property located at 208 W. Grove St.
- D. TEEEX Training held on Saturday, Feb. 16, 2019.
- E. Letter of Request for meeting to Omni Trax.

6. EXECUTIVE SESSION

There being no further business, President Jason Valdez closed the Open Session of the meeting at 8:10 p.m. for the following:

- A. Pursuant to Section 551.074 (Personnel Matters) Type A and B EDC Board of Directors will meet to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: Hiring an Administrator

- B. Pursuant to Section 551.087 (Economic Development), the Type A and B EDC Board of Directors will deliberate the offer of a financial or other incentive or to discuss or deliberate regarding commercial or financial information that the Type A and B EDC Board of Directors has received from a prospective business, retail, and other development projects that the Type A and B EDC Board of Directors seeks to have located in or near the City and/or with which the Type A and B EDC Board of Directors is conducting economic development negotiations. Executive Session adjourned at 8:41 p.m.
7. No open session action needed from the executive session. President Jason Valdez closed the meeting at 8:42 p.m.

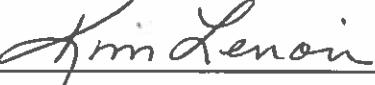
Jason Valdez, President A & B

Attest: _____
Kathryn Meroney, Board Secretary

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01/08/19	AGENDA ITEM	7.D.
AGENDA SUBJECT:	Discussion, consideration and possible action approving Type A EDC's recommendation to donate the Airport Hangar E to the City of Brady Curtis Field Airport and for the City of Brady to accept the donation the Airport Hangar E to the Airport (book value \$219,537), presented by EDC President Jason Valdez.		
PREPARED BY:	Kim Lenoir	Date Submitted:	12/31/2018
EXHIBITS:	Type A Brady Economic Development Corporation minutes Dec 12, 2018		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>Type A Brady Economic Development Corporation (EDC) voted on December 12, 2018 to donate Airport Hangar E to the City of Brady. This hangar was built with EDC Type A loan proceeds obtained from Commercial National Bank. The EDC Type A paid the note in full in January 2019 and is now available to donate.</p> <p>Hangar E has a current book value of \$219,537. Currently there are month to month renters in the hangar, but no long-term contracts. This is the newest hangar available at the Airport.</p> <p>EDC President Jason Valdez will be available to answer any questions.</p>		

RECOMMENDED ACTION:

Move to accept the Type A Brady Economic Development Corporation (EDC) recommendation to donate the Airport Hangar E and for the City of Brady to accept the asset for Curtis Field Airport.

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The Brady Type A and B Economic Development Corporation of the City of Brady, Texas met in a Special Meeting on Wednesday, December 12, 2018, at 6:00 p.m. at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas. BEDC President Jason Valdez presided over the meeting. BEDC Type A Board Members present were Lauren Bedwell, Don Miller, Erin Betts and Michele Derrick. Also, in attendance were Treasurer Lisa Remini, Chamber Director Erin Corbell, Type B Board Members Amy Greer, Billie Davis and Board Secretary Kathryn Meroney.

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

- A. President Jason Valdez called the meeting of the Type A and Type B to order at 6:00 p.m. Roll was called for both Type A and Type B and a quorum was certified by the Board Secretary. 2. Minutes from October 11 A&B, November 19 Joint Community Meeting, November 19, 2018 Special A&B Meeting were approved unanimously. Vote 5-0 by Type A. Vote 7-0 by Type B.

3. REPORTS/PRESENTATION ITEMS

- A. Jason Valdez reviewed the bills and checks for October and November 2018.
- B. Treasurer Lisa Remini presented Type A-End of Year FY2018 Financial Reports.
- C. Lisa Remini presented Type A Comptroller Report for FY2018, Report was approved with one change to the original draft presented: reclass \$83,000 in Personnel to the Administration expense category. A motion was made by Michele Derrick and a second by Lauren Bedwell. All in favor. Vote 5-0.
- D. Annual Report was presented and approved by a motion from Erin Betts and a second from Lauren Bedwell. All in favor. Vote 5-0.

4. INDIVIDUAL CONCERNS

- A. Discussion, consideration and possible action on Jeffery Moore's research of legal issues and options to transfer Type A assets. President Jason Valdez updated the board on Jeffery Moore's opinions. It is Mr. Moore's opinion that all assets have to revert back to the City of Brady. The Real Estate belongs to the City of Brady but the board can request a portion of the payments being brought in on these properties. A chapter 380 agreement will need to be prepared and entered into. Any title work necessary can be done by Donald Barley. A motion was made by Jason Valdez to request to receive a portion of all payments made on property in a 20/80 split. The city to keep 20% and the EDC 80%. This was seconded by Erin Betts and all members were in favor. Vote 5-0.
- B. Discussion, consideration and possible action on paying off the balance of EDC loan at Commercial National Bank (Council approval is required). After a brief discussion a motion was made by Erin Betts and a second by Lauren Bedwell to pay off the loan at Commercial National Bank. All in favor. Vote 5-0.
- C. Discussion, consideration and possible action on donation EDC Hangar at the Airport to the City of Brady, once debt is paid off (Council approval required). After a brief discussion a motion was made by Michele Derrick and a second by Erin Betts donating the EDC Hangar at the Airport to the City of Brady. All in favor. Vote 5-0.
- D. Discussion, consideration and possible action to assign debt payment for the 2009 Civic Center

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	01/08/2019	AGENDA ITEM	7.E.
AGENDA SUBJECT:	Discussion, consideration, and possible action to appoint a non-voting advisory director for Brady Youth Sports Foundation		
PREPARED BY:	T Keys	Date Submitted:	01/02/2019
EXHIBITS:	BYSF Bylaws Board List		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY: The Brady Youth Sports Foundation, Inc. Bylaws, Article 2.02 requires a non-voting advisory director to be appointed by City Council and is requesting Council appoint this director. This director should be a City Council member.			
RECOMMENDED ACTION: Appoint a City Council member as a non-voting advisory director to the Brady Youth Sports Foundation, Inc.			

CITY OF BRADY

FY 2019 Boards & Commissions

PLANNING AND ZONING COMMISSION (3 yr term)

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

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Nick Blyshack, Chair	6/21
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	6/21
* ALT	Lauri Smith	6/21

ZONING BOARD OF ADJUSTMENT (ZBA/BOA)

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

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

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Chris Green	6/19
2	Rod Young, Vice Chair	6/20
3	Heath McBride, Chair	6/20
4	Holly Groves	6/19
5	James Stewart	6/19
* Alt 1	Lauri Smith	6/19
* Alt 2	open	6/20
* Alt 3	open	6/20
* Alt 4	open	6/20

AIRPORT ADVISORY BOARD (Ord 1149 - 2 yr term)

Lisa Perry, Staff Liaison 325/597-2152 ext. 211 lperry@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	6/20
5	Vacant	6/20
6	Dale Scott	6/20
7	Carey Day	6/20

MUNICIPAL COURT JUDGES (2yr term)

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

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

BRADY YOUTH ASSOCIATION (1yr term)

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

Council	Rey Garza	1/19
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Council	Jeffrey Sutton	6/19
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HOTEL OCCUPANCY TAX GRANT (1yr term)

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

Finance	Lisa Remini	FY 2019
City Mgr	Kim Lenoir	FY 2019
Council	Jim Griffin	FY 2019
Visit Brady	Erin Corbell	FY 2019

TOURISM ADVISORY BOARD (2yr term)

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

Attraction	VACANT	6/2021
Hotelier	VACANT	6/2021
City Council	VACANT	6/2021
EDC	VACANT	6/2021
Chamber	VACANT	6/2020
County	VACANT	6/2020
Tourism	VACANT	6/2020

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 2019
2	City Manager	FY 2019
3	Jane Huffman	FY 2019

CITY COUNCIL (3 yr term) - transition to 4 year terms May 2019

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

Brady Type B Economic Development Corporation

3 - 1 year terms / 4 - 2 year terms

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

PLACE	BOARD MEMBER NAME	CURRENT TERM
1	Jason Valdez, President	6/20
2	Michele Derrick	6/19
3	Lauren Bedwell	6/20
4	Don Miller, VP	6/19
5	Erin Betts	6/19
6	Amy Greer	6/20
7	Billie Davis	6/20

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	vacant	Comm Svcs Dir.
15	Danny Neal	County Judge
16	Hazel Maner	Lifetime

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

BYLAWS
OF
BRADY YOUTH SPORTS FOUNDATION INC.

ARTICLE 1: OFFICES

1.01 Registered Office and Agent. The registered office of the corporation shall be at PO Box 1206 // 1501 S. Bridge, Brady, Texas. The name of the registered agent at such address is David Bernard.

1.02 Other Offices. The corporation may also have offices at such other places both within and without the State of Texas as the Board of Directors may from time to time determine or the business of the corporation may require.

1.03 Waiver of Interest in Corporation Property. All real and personal property, including any and all improvements located or placed on the corporation property shall be owned by the corporation. No director or officer shall have any interest in specific property of the corporation. Each director and officer hereby expressly waives the right to require partition of all or part of the corporation's property.

ARTICLE 2: DIRECTORS

2.01 Management. The business and affairs of the corporation shall be managed by the Board of Directors who may exercise all such powers of the corporation and do all such lawful acts and things as allowed by law.

2.02 Number; Qualification; Election; Term. The Board of Directors shall consist of nine (9) voting directors and three (3) non-voting advisory directors. The directors shall take office at the annual meeting, except as provided in Bylaws Sections 2.03 and 2.05. Each director elected shall hold office until his successor shall be elected and shall qualify. Each officer of the corporation shall be a director. All voting directors shall serve two (2) year terms on a staggered basis. The basketball, soccer, football/cheerleading, and baseball/softball divisions will each select two (2) directors from their operating committees. No person shall serve in more than one director in a sport concurrently. The board of Directors as then constituted shall select one (1) at large director at a regular meeting held in December of each year to serve for the succeeding year. Advisory directors shall be appointed as follows: the City Council of the City of Brady will appoint one (1) director from the City Council; the Brady Independent School District will appoint one (1) director and the McCulloch County Commissioners Court will appoint one (1) director. These directors shall not be entitled to vote on any matter and shall serve in an advisory capacity only.

2.03 Change in Number. The number of directors may be increased or decreased from time to time by amendment to these Bylaws but no decrease shall have the effect of shortening the term of any incumbent director. Any directorship to be filled by reason of an increase in the number of directors shall be filled by election at an annual meeting or at a special meeting called for that purpose. All increases in the number of directors must be approved by four (4) of the directors.

2.04 Removal. Any director may be removed either for or without cause at any special or annual meeting, by the affirmative vote of all of the other directors. Notice of intention to act upon such matter shall have been given in the notice calling such meeting.

2.05 Vacancies. Any vacancy occurring in the Board of Directors (by death, resignation, removal or otherwise) will be filled by the group which he represents. A director elected to fill a vacancy shall serve the unexpired term of his predecessor in office.

2.06 Approval of Directors. New voting directors must be approved by the Board prior to the start of their term. Each operating committee appointing a director shall submit their director's name for approval by November 1 of each year. The Board of Directors as composed at that time must approve or disapprove the proposed director by November 15th. If a person is not approved by the Board of Directors the appointing committee shall submit another person for approval or disapproval as soon as possible. New directors must start their term at the annual meeting held in January of each year.

2.07 Place of Meetings. Meetings of the Board of Directors, regular or special, shall be held in McCulloch County, Texas.

2.08 Annual Meeting. The Board of Directors shall hold an annual meeting during January of each year at such date, time and place in Brady as the Board of Directors designates. At the annual meeting, the directors shall transact any business that may come before the meeting.

2.09 Regular Meetings. Regular meetings of the Board of Directors shall be held at least quarterly and such meeting may be held without notice at such time and place as shall from time to time be determined by the board.

2.10 Special Meetings. Special meetings of the Board of Directors may be called by the president on three (3) days notice to each director, either personally or by mail. Special meetings shall be called by the president or secretary in like manner and on like notice in the request of two (2) directors. Except as otherwise expressly provided by statute, by the articles of incorporation or by the Bylaws, neither the business to be transacted at, nor the purpose of, any special meeting need be specified in a notice or a waiver of notice.

2.11 Quorum; Majority Vote. At all meetings of the Board of Directors a majority of the number of directors fixed by these Bylaws shall constitute a quorum for the transaction of business. The act of a majority of the directors present at any meeting at which a quorum is present shall be the act of the Board of Directors, except as otherwise specifically provided by statute or by the articles of incorporation or by these Bylaws. If a quorum is not present at a meeting of the Board of Directors, the directors present there may adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum is present.

2.12 Compensation. The directors shall not receive compensation for their services.

2.13 Procedure. The Board of Directors shall keep regular minutes of its proceedings. The minutes shall be placed in the minute book of the corporation. All meetings shall be conducted in accordance with the current edition of Robert's Rules of Order.

2.14 Interested Directors and Officers.

- (a) **Validity.** Any contract or other transaction between the corporation and any of its directors or officers (or corporation or firm in which any of them are directly or indirectly interested) shall be valid for all purposes notwithstanding the presence of such director or officer at the meeting authorizing such contract or transaction, or his participation in such meeting or authorization.
- (b) **Disclosure; Approval.** The foregoing shall, however, apply only if the interest of each such director or officer is known or disclosed to the Board of Directors and it nevertheless authorizes or ratifies the contract or transaction by a majority of the directors present, each such interested director to be counted in determining whether a quorum is present but not in calculating the majority necessary to carry the vote.
- (c) **Non-Exclusive.** This provision shall not be construed to invalidate any contract or transaction which would be valid in the absence of this provision.

ARTICLE 3: SPORTS DIVISIONS

3.01 Divisions. The corporation shall be composed of four (4) divisions: (a) football/cheerleading, (b) basketball, (c) soccer and (d) baseball/softball. An operating committee will administer and operate each respective sport division. Each division's operating committee will determine the number of persons who compose its own operating committee and will select 2 voting directors to sit in the director board position. Such operating committee shall be solely responsible for operation of its division's sport. The members of each operating committee must be approved by the Board of Directors. Each operating committee

division shall submit a list of proposed committee members for its next operating year before the sport division season begins. The Board of Directors may, in its discretion, grant the committee an extension of time in which to submit new committee members. The Board of Directors will approve or disapprove such division's committee members at its next regular meeting following submission of names. If the listing of proposed committee members is not submitted within the six (6) week period, or extended term, whichever is applicable, the Board will appoint new committee members for the sport division.

3.02 Conflicts. If any issue cannot be resolved within the operating committee, appeal may be made to the Board of Directors who will make the final decision. Any dispute or conflict between the sports divisions that cannot be resolved by the divisions' operating committee will be decided by the Board of Directors of the corporation. Such decision by the Board of Directors will be final and binding on the divisions.

3.03 Rules and Regulations. Each operating committee must submit a set of rules and regulations for operation of their respective sports prior to the start of a sport's season. Such rules and regulations must be approved by the Board of Directors. If any rule or regulation is not approved by the Board, the operating committee must revise such rules and regulations so as to obtain Board approval. Once the rules and regulations are approved by the Board of Directors, all individual games must be played in accordance with the approved rules. No deviation from the approved rules is allowed. If an operating committee desires to change the rules and regulations governing its sport, such change must be approved by the Board of Directors and the change does not take effect until approved by the Board. Each operating committee must submit a copy of all current rules and regulations for its sport to all team coaches.

3.04 Budgets. Each operating committee must submit to the Board of Directors for approval a proposed budget for the season before the season begins. Any deviation from an approved budget must be approved by the Board of Directors prior to the expenditure of funds. Any division that operates at a deficit may be funded by the corporation at the sole discretion of the Board. If the Board decides not to fund a particular sport then such division operating committee shall reduce expenditures so as not to operate at a deficit.

3.05 Operations. Each operating committee must turn in all funds received and expense reports for payment to the person designated by the Board of Directors within three (3) business days of such receipt. One checking account will be maintained by the Corporation in its checking account. The checking account for the Corporation shall require two (2) signatures for withdrawal of any funds. The required signing parties will be designated by the Board of Directors. Notwithstanding the provisions of Article 4.07(d), the Board of Directors, at its discretion, may designate a person other than the treasurer to disburse corporate funds.

3.06 Intent. It is the intent of the corporation to accumulate sufficient funds to accommodate growth and expansion of youth sports programs in McCulloch County. The

primary use of the corporation's funds shall be to preserve the viability of youth sports programs in the area so as to benefit all youth who desire to participate in sports.

ARTICLE 4: OFFICERS AND AGENT

4.01 Number; Qualification; Election; Term.

- (a) The corporation shall have a president, a vice president, a secretary, and a treasurer.**
- (b) All officers must be directors with the exception of the treasurer who may or may not also be a director.**
- (c) 1 person may not sit as a director in more than 1 sport concurrently.**
- (d) Officers shall be elected by the directors at the annual meeting or by the Board of Directors whenever a vacancy exists.**
- (e) Each officer's term shall end at the annual meeting of directors. He shall serve until the end of his term, or if earlier, his death, resignation or removal.**

4.02 Removal. Any agent appointed by the Board of Directors may be removed by the Board of Directors whenever in its judgment the best interests of the corporation will be served thereby. Election or appointment of an agent shall not of itself create contract rights.

4.03 Vacancies. Any vacancy occurring in any office of the corporation (by death, resignation, removal or otherwise) may be filled by the Board of Directors.

4.04 Authority. Officers and agents shall have such authority and perform such duties in the management of the corporation as are provided in these Bylaws or as may be determined by resolution by the Board of Directors not inconsistent with these Bylaws.

4.05 President. The president shall be the chief executive officer of the corporation; he shall preside at all meetings of the Board of Directors, shall have general and active management of the business and affairs of the corporation, shall see that all orders and resolutions of the board are carried into effect. He shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time preside.

4.06 Vice President. The vice president shall, in the absence or disability of the president, perform the duties and have the authority and exercise the powers of the president. He shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time delegate.

4.07 Secretary.

- (a) The secretary-treasurer shall attend all meetings of the Board of Directors and record all votes and the minutes of all proceedings in a book to be kept for that purpose.
- (b) He shall give, or cause to be given, notice of all meetings of the Board of Directors.

4.08 Treasurer.

- (a) He shall have the custody of the corporation funds and securities and shall keep full and accurate accounts of receipts and disbursements of the corporation and shall deposit all moneys and other valuable effects in the name of and to the credit of the corporation in such depositories as may be designated by the Board of Directors.
- (b) He shall disburse the funds of the corporation as may be ordered by the Board of Directors, taking proper vouchers for such disbursements, and shall render to the president and directors, at the regular meetings of the board or whenever they may require it, an account of all his transactions as treasurer and of the financial condition of the corporation.
- (c) He shall perform such other duties and have such other authority and powers as the Board of Directors may from time to time prescribe or as the president may from time to time delegate.

ARTICLE 5: GENERAL PROVISIONS

5.01 Books and Records. The corporation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its Board of Directors.

5.02 Annual Statement. The Board of Directors shall present at each annual meeting a full and clear statement of the business and condition of the corporation, including a reasonably detailed balance sheet and income statement.

5.03 Checks and Notes. All checks or demands for money and notes of the corporation shall be signed by such officer or officers or such other person or persons as the Board of Directors may from time to time delegate.

5.04 Fiscal Year. The fiscal year of the corporation shall begin on the first day of January and end on December 31 of each year.

5.05 Indemnification.

- (a) **Persons.** The corporation shall indemnify, to the extent provided in paragraph (b), these persons:
 - (1) Any director, Officer, agent or employee of the corporation;
 - (2) Any former director, officer, agent or employee of the corporation, and;
 - (3) Any person who may have served at the corporation's request as a director, officer, agent or employee of another corporation in which the corporation owns or has owned stock, or of which it is or has been a creditor.
- (b) **Extent.** The indemnification shall be against expenses actually and necessarily incurred by such person, and any amount paid in satisfaction of judgments in connection with any action, suit or proceeding (whether civil or criminal) in which is made a party by reason of being or having been such a director, officer, agent or employee (whether or not such at the time costs or expenses are incurred by or imposed on him) except in relation to matters as to which he shall be adjudged in such action, suit or proceeding to be liable for gross negligence or willful misconduct in the performance of duty.
- (c) **Reimbursement.** The corporation may also reimburse to any such person the reasonable costs of settlement of any such action, suit or proceeding, if it is found by a majority of the committee of the directors not involved in the matter (whether or not a quorum) that (1) it was in the interest of the corporation to make such settlement and (2) such person was not guilty of gross negligence or willful misconduct.
- (d) **Non-Exclusive.** These rights of indemnification and reimbursement shall not be exclusive of any other rights to which such person may be entitled by law, Bylaw, agreement or otherwise.

5.06 Resignation. Any director, officer or agent may resign by giving written notice to the president or the secretary. The resignation shall take effect at the time specified therein. Unless otherwise specified therein the acceptance of such resignation shall not be necessary to make it effective.

5.07 Amendment of Bylaws. These Bylaws may be altered, amended or repealed at an annual meeting of the Board of Directors or a special meeting of the Board of Directors at which a quorum is present, by the affirmative vote of four (4) of the members present at such meeting, provided notice of the proposed alteration, amendment or repeal is contained in the notice of such meeting.

5.08 Construction. Whenever the context so requires, the masculine shall include the feminine and neuter, and the singular shall include the plural and conversely. If any portion of these Bylaws shall be invalid or inoperative, then, as far as is reasonable and possible:

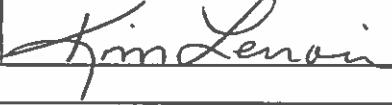
- (a) The remainder of these Bylaws shall be considered valid and operative, and;
- (b) Effect shall be given to the intent manifested by the portion held invalid or inoperative.

5.09 Headings. The headings used in these Bylaws have been inserted for convenience only and do not constitute matter to be construed in interpretation.

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	1-8-2019	AGENDA ITEM	7. F.
AGENDA SUBJECT:	Discussion, consideration and possible action regarding Lease agreement on the replatted lots for Davee Subdivision current leaseholders.		
PREPARED BY:	Dennis Jobe	Date Submitted:	1/02/2019
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$0.00	
	Amount Budgeted:	\$0.00	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY: Staff met with Harold Tacker, Jeanette Tacker, Mike Tacker and Sammie Sanchez on December 27, 2018 concerning lease agreements that were discussed at the December 18, 2018 Council Meeting. It was a very productive meeting on both sides agreeing to help move the Lease agreements forward and allow the lessors to buy the property. The lessors would like to hire an independent appraiser who is licensed by the state and they would pay for the appraiser. Mike Tacker made some changes to the lease agreement that is currently being reviewed by city attorney. Once approved by her, we will present the edited lease to council so that we can move forward with the agreements allowing them to purchase the property. In the meeting, Mr. Tacker asked who would pay for the closing costs. Staff informed him we would seek clarification on that matter and respond to his question as soon as possible.			

RECOMMENDED ACTION:

It is recommended that City Council take no action at this time and staff will present an updated lease at the January 22 meeting.

Quarterly Report: Oct. 2018 – Dec. 2018**Project Status Report, Clean Water State Revolving Fund (CWSRF) Project #73638:****WWTP Replacement Project**

The City of Brady is a loan recipient from TWDB under the CWSRF program. The WWTP is at a critical stage in regard to its structural viability and treatment efficacy as the entire facility has reached the end of its useful life. Originally placed into service circa 1960's and re-purposing of existing structures over several decades with one (1) major upgrade in late 1980's. The engineering firm of Freese and Nichols, Inc. (FNI) has been engaged to provide professional engineering services for producing a proper design for the replacement of the WWTP that will meet the rules and requirements of two (2) State Agencies: TWDB and TCEQ.

Budget Information -

CW#73638-LF1000019 \$1,441,990.00

CW#73638-CO 2012-L1000011 \$1,210,000.00

Year	Revenue 30-4-25-685.01	Expenditures 30-5-25-285.01	Balance
2011-2012	\$0.00	\$0.00	\$0.00
2012-2013	\$1,441,990.00	\$331,250.00	\$1,110,740.00
2013-2014	\$0.00	\$24,812.00	\$1,085,928.00
2014-2015	\$0.00	\$320,115.96	\$765,812.04
2015-2016	\$2,218.84	\$72,146.89	\$695,883.99
2016-2017	\$2,729.44	\$677,404.49	\$21,208.94
2017-2018	\$311.12	\$18,249.00	\$0.00

Year	Revenue	Expenditure	Balance
20-4-25-685.00	20-5-25-285.00		
2011-2012	\$0.00	\$0.00	\$0.00
2012-2013	\$1,210,000.00	\$53,125.44	\$1,156,874.56
2013-2014	\$0.00	\$0.00	\$1,156,874.56
2014-2015	\$0.00	\$0.00	\$1,156,874.56
2015-2016	\$3,402.79	\$0.00	\$1,160,277.35
2016-2017	\$6,236.34	\$25,012.00	\$1,141,501.69
2017-2018	\$15,040.39	\$673,024.44	\$483,517.64

CITY OF BRADY

SEWER TREATMENT DIVISION

Contract Assignments -

Engineer: **Freeze and Nichols, Inc. (FNI), Austin, Texas**

PHASE I ENGINEERING SERVICES

Original Contract Commitment	=	\$ 381,410.50
Contract Amendment 12-10-2015	=	<u>(\$ 41,438.00)</u>
Current Contract Commitment	=	\$ 339,972.50

Final Contract Amount

= \$319,825.17

PHASE II ENGINEERING SERVICES

Basic Services: Permits & Environmental	\$ 136,590.00
Basic Services: Preliminary Design	\$ 584,779.00
Special Services: Survey	\$ 10,409.00
Special Services: Geotechnical	\$ 26,607.00
Add Services - Sensitivity Analysis	\$758,385.00
Final Contract Amount	<u>\$ 4,285.62</u>

Final Contract Amount:

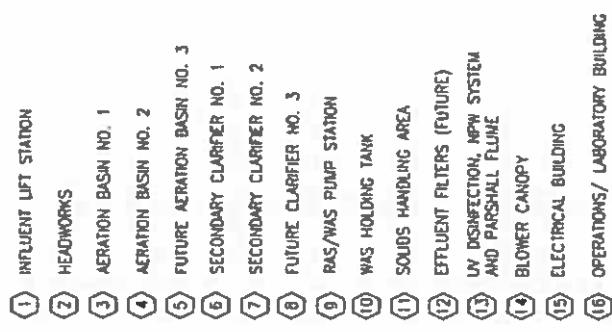
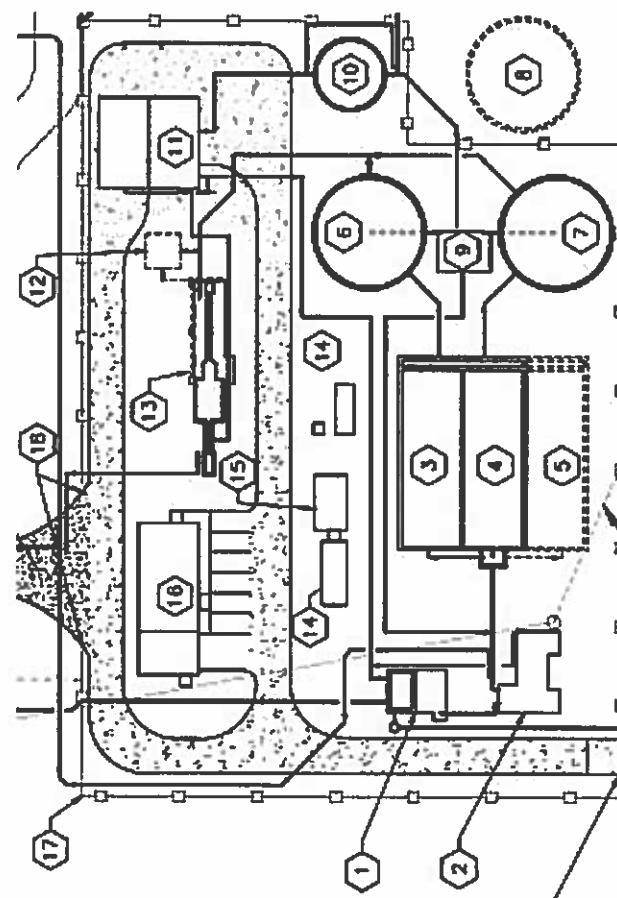
Total Fee Basis:

PHASE III ENGINEERING SERVICES (100%)

Basic Svcs: Funding Asst.	\$ 34,301.00
Basic Svcs: Proj Mgmt. & Final Design	\$ 939,692.00
Basic Svcs: Bid Management	<u>\$ 33,862.00</u>
Spcl. Svcs: Survey Services	\$ 1,007,885.00
Spcl. Svcs: Geotechnical	\$ 1,575.00
Total Fee Basis:	<u>\$ 49,130.00</u>

Status -

FNI submitted 60% phased plans & specifications on July 31, 2018 delineating final treatment arrangements of structures and basins, as shown.



CITY OF BRADY

SEWER TREATMENT DIVISION

Interim design capacity is 600,000 gal/day (avg.) with a future permitted flow of 990,000 gal/day including an approximate 2-hr peak flow of 2.75 M.G.D. Upon start-up of the new WWTP the existing facility will be abandoned and secured. Important funding application with Texas Water Development Board is being compiled under the Clean Water State Revolving Fund an approximate amount of \$14,700,000.00. Current milestone dates –



City of Brady WWTP Replacement Project October 2018

FNI Project No. BRD16454

ID	Task Name	Duration	Start	Finish	Predecessors	Dependencies
1	Brady WWTP Design Project Phase II - Preliminary Design, TPOES, and Environmental	1387 days	Wed 7/27/16	Thu 11/18/21		
2	Develop Final Design and Bid Phase Contract	59 days	Wed 7/27/16	Fri 12/15/17		
63	Phase III - Final Design Phase	315 days	Wed 10/25/17	Mon 2/7/18		
64	Phase III Kick-Off	0 days	Thu 3/29/18		Wed 6/12/18	
65	Midpoint Design (50%)	105 days	Wed 4/11/18	Wed 6/13/18		
75	90% Design	102 days	Thu 3/29/18	Fri 5/22/18		
76	Develop 90% Design Documents	64 days	Thu 8/23/18	Fri 1/11/19		
77	Internal QC (and TWDB requirement check)	10 days	Wed 11/21/18	Thu 12/4/18		
78	Address Internal Comments	12 days	Wed 12/5/18	Thu 12/20/18		
79	Submit 90% Design Documents to City	0 days	Thu 12/20/18	Thu 12/20/18	Thu 12/20/18	78
80	City Review of 90% Design Documents	11 days	Fri 12/21/18	Fri 1/4/19		
81	Receive 90% Review Comments and Meeting	0 days	Fri 1/4/19	Fri 1/4/19		
82	Respond to 90% Review Comments from City	5 days	Mon 1/1/19	Fri 1/11/19		
83	Issued for Bid	108 days	Mon 1/14/19	Wed 6/22/19		
84	Develop Draft IFR Documents	20 days	Mon 1/14/19	Fri 2/8/19		
85	Submit Draft IFR Documents and Amended EFR to TWDB, Submit TEEQ Transmittal Letter	0 days	Fri 2/8/19	Fri 2/8/19	Fri 2/8/19	84
86	TWDB Review	45 days	Mon 2/11/19	Fri 4/12/19		
87	Address TWDB Comments	20 days	Mon 4/15/19	Fri 5/10/19		
88	Submit Revised IFR Document to City and TWDB	0 days	Fri 5/10/19	Fri 5/10/19	87	
89	TWDB Approval for Bid	23 days	Mon 5/13/19	Wed 5/22/19		
90	Bid Phase	80 days	Fri 8/9/19	Thu 11/28/19		
91	Construction Phase	515 days	Fri 11/29/19	Thu 13/18/21		
92	Project Funding Tasks	375 days	Thu 3/1/19	Thu 8/8/19		
93	TWDB CWSRF Funding	376 days	Thu 3/1/18			
94	Submit 2019 PIF	0 days	Thu 3/1/18			
95	2019 Draft IUP	0 days	Fri 7/13/18			
96	Receive Invitation to Submit SRF Application	0 days	Thu 8/23/18			
97	Submit SRF Application (Loan Forgiveness)	31 days	Thu 8/23/18	Thu 10/4/18		
98	TWDB Loan Commitment	90 days	Fri 10/5/18	Thu 2/7/19		
99	Close on Loan (Loan Forgiveness)	130 days	Fri 2/8/19	Thu 8/8/19		
100	EDA Grant Funding	130 days	Mon 11/5/18	Fri 5/3/19		
101	Develop EDA Construction Application	35 days	Mon 11/5/18	Fri 12/21/18		
102	Submit EDA Construction Application	0 days	Fri 12/21/18	Fri 12/21/18		
103	EDA Application Review	45 days	Mon 12/24/18	Fri 2/22/19		
104	Close on EDA Grant	50 days	Mon 2/25/19	Fri 5/3/19		

CITY OF BRADY**Quarterly Report: Oct. 2018 - Dec. 2018****Project Status Report, Drinking Water State Revolving Fund (DWSRF) Project #62545: Radium Reduction Project – Drinking Water****Project Description -**

The City of Brady is a loan recipient from TWDB under the DWSRF and the Economically Distressed Areas Program (EDAP) programs. The city's groundwater supply has been deemed non-compliant due to radionuclides as promulgated by the Safe Drinking Water Act and administered by the USEPA. The engineering firm of Enprotec / Hibbs & Todd of Abilene (eHT) has been engaged to provide professional engineering services for producing a technical solution to bring the city's groundwater supply into compliance.

Contract Assignments –

Engineer:

Enprotec / Hibbs & Todd (eHT), Abilene, Texas
Planning: \$ 612,000.00 (Planning Phase)
Design: \$1,804,000.00 (Design Phase)
Construction: \$ 719,000.00 (Construction)*
TOTAL \$3,135,000.00

Budget Information -
TWDB Funds: TWDB #10447 – EDAP 2015

TWDB #10447 – EDAP 2015				TWDB #62545 DW – CO 2013				TWDB #62545 – DW - LF				
Year	Expenditures	Revenues	Ending Balance	Expenditures	Revenues	Ending Balance	Expenditures	Revenues	Ending Balance	Expenditures	Revenues	Ending Balance
2013-2014	0.00	0.00	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$0.00	0.00	0.00	\$0.00
2014-2015	\$129,636.61	\$1,804,000.00	\$1,674,363.39	\$51,562.41	\$350,000.00	\$298,437.59	196,246.00	\$350,000.00	\$153,754.00	0.00	0.00	\$0.00
2015-2016	\$938,380.00	\$122.30	\$736,105.69	\$292,237.59	0.00	\$6,200.00	153,754.00	0.00	\$0.00	0.00	0.00	\$0.00
2016-2017	\$393,915.00	\$2,949.97	\$345,140.67	\$6,200.00	\$7.97	\$7.97	0.00	0.00	\$0.00	0.00	0.00	\$0.00
2017-2018	\$245,983.39	\$3,075.59	\$168,882.87	0.00	0.00	\$7.97	\$7.97	\$7.97	\$7.97	\$7.97	\$7.97	\$7.97
2018-2019												

*Funding assigned to EDAP construction funding, expected March 2019.

CITY OF BRADY

Current Status –

Texas Water Development Board (TWDB) at their regularly scheduled board meeting on December 13, 2018 met and considered resolutions authorizing a request from the City of Brady (McCulloch County) for \$28,905,000 in financial assistance consisting of a \$13,375,000 grant from the Economically Distressed Areas Program; and \$10,830,000 in zero-percent financing and \$4,700,000 in principal forgiveness from the Drinking Water State Revolving Fund for construction of a water system improvement project. TWDB staff recommended approval and board members passed unanimously. City staff of the mayor, project manager including eHT engineering project manager were in attendance.

At city council regular scheduled meeting of December 18, 2018 received information and presentation on TWDB funding (see above) and construction phase services assigned to eHT in the amount of **\$719,000.00**. Project improvements comprises of four major contracts: Contract A (tanks), B (pipelines), C (treatment) & D (storage).

TWDB 1201 FORM (utilize for DWSRF funding application submitted 9/14/2018)

EDAP-DWSRF PROJECT BUDGET - City of Brady

Uses	EDAP Grant	DWSRF Loan	DWSRF Loan Forgivenes s	DWSRF Urgent Need	Total TWDB Cost	Other Funds	Total Cost
Construction							
Construction	\$12,571,000	\$7,897,000	\$3,994,000	\$699,000	\$25,261,000	\$0	\$25,261,000
Subtotal Construction	\$12,571,000	\$7,897,000	\$3,994,000	\$699,000	\$25,261,000	\$0	\$25,261,000
Basic Engineering Fees							
Planning	\$0		\$0		\$0	\$0	\$0
Design	\$0		\$0		\$0	\$0	\$0
Construction Engineering	\$278,000		\$0		\$278,000	\$0	\$278,000
Subtotal Basic Engineering Fees	\$278,000	\$0	\$0		\$278,000	\$0	\$278,000
Special Services							
Application	\$10,000		\$0		\$10,000	\$0	\$10,000
Project Management by Engineer	\$25,000		\$0		\$25,000	\$0	\$25,000
Asset Management Plan	\$10,000		\$0		\$10,000	\$0	\$10,000
Permitting/TCEQ Coordination	\$50,000		\$0		\$50,000	\$0	\$50,000
Testing	\$27,000		\$0		\$27,000	\$0	\$27,000
Inspection	\$288,000		\$0		\$288,000	\$0	\$288,000
O&M Manual	\$30,000		\$0		\$30,000	\$0	\$30,000
Subtotal Special Services	\$440,000	\$0	\$0		\$440,000	\$0	\$440,000
Other							
Administration	\$54,000		\$0		\$54,000	\$0	\$54,000
Land/Easements Acquisition	\$0		\$0		\$0	\$0	\$0
Water Rights Purchase (if Applicable)	\$0		\$0		\$0	\$0	\$0
Capacity Buy-In (if Applicable)	\$0		\$0		\$0	\$0	\$0
Project Legal Expenses	\$0		\$0		\$0	\$0	\$0
Subtotal Other Services	\$64,000	\$0	\$0		\$64,000	\$0	\$64,000
Fiscal Services							
Financial Advisor	\$25,000	\$46,000	\$ -		\$71,000	\$0	\$71,000
Bond Counsel	\$5,000	\$20,830	\$ 5,000		\$30,830	\$0	\$30,830
Issuance Cost	\$1,000	\$2,000	\$ 1,000	\$ 1,000	\$5,000	\$0	\$5,000
Bond Insurance/Surety	\$0		\$0		\$0	\$0	\$0
Fiscal/Legal	\$0	\$9,500	\$ -		\$9,500	\$0	\$9,500
Capitalized Interest	\$0		\$0		\$0	\$0	\$0
Bond Reserve Fund	\$0		\$0		\$0	\$0	\$0
Loan Origination Fee	\$0	\$227,944	\$ -		\$227,944	\$0	\$227,944
Other	\$0	\$0	\$0		\$0	\$0	\$0
Subtotal Fiscal Services	\$31,000	\$306,274	\$6,000	\$ 1,000	\$344,274	\$0	\$344,274
Contingency							
Contingency	\$0	\$2,526,726	\$0	\$0	\$2,526,726	\$0	\$2,526,726
Subtotal Contingency	\$0	\$2,526,726	\$0	\$0	\$2,526,726	\$0	\$2,526,726
TOTAL COSTS	\$13,375,000	\$10,830,000	\$4,000,000	\$700,000	\$28,905,000	\$0	\$28,905,000

Quarterly Report: Oct. 2018 – Dec. 2018

Old Power Plant Site – Closure

900 West 1st Street

TCEQ SWR No. 84607

TCEQ Customer No.: CN600249866

Regulated Entity No: RN103030292

TCEQ Docket No.: 1996-1637-IHW-E

SOAH Docket No.: 582-96-2370

Project Status –

- July 16, 2018 TCEQ delivered correspondence approval an **Affected Property Assessment Report (APAR)** confirming Apex-TITAN assessment of ‘stability’ of contaminants present in Class 2 groundwater at the old power plant site. Class 2 groundwater is applied to this site for the type of contamination present in the soil interfacing with groundwater-bearing unit.
- Approval of the APAR triggered implementation of a Response Action Plan for establishing a plume management zone. This work effort will allow the city to establish a deed record for the property disallowing water wells and establish minimum protocols for the future.
- Response Action Plan – underway. Document is a TCEQ form worksheet of approximately 20 pages consisting of questions and requests for documents and responses. TCEQ evaluation/review is underway and is a probable long lead item.

Assignments -

APAR Development & Submission & Response Action Plan

Purchase Order No. 14-02134 at \$19,300.00; Receipt at \$15,126.78; Outstanding at \$4,173.22

Apex-TITAN, Inc.

6410 Southwest Boulevard, Ste. 104

Fort Worth, TX 76109

www.apexcos.com

Brad Parish, P.G. Senior Hydrogeologist
Richard Hudson, P.G. Project Geologist

Budget Information -

Clean-up Costs Acct. No. 20-5-21-251.00

Year	Activity	Original Budget	Ending Budget
2001-2002	\$98,135.86	50,000.00	120,000.00
2002-2003	\$25,740.35	10,000.00	26,000.00
2003-2004	\$36,351.76	10,000.00	34,000.00
2004-2005	\$29,594.57	7,000.00	38,866.00
2005-2006	\$6,580.53	10,000.00	9,000.00
2006-2007	\$0.00	11,000.00	11,000.00
2007-2008	\$377.90	11,000.00	400.00
2008-2009	\$1,228.42	5,000.00	1,000.00
2009-2010	\$1,282.39	5,000.00	3,000.00
2010-2011	\$158.18	4,000.00	1,000.00
2011-2012	\$176.33	3,000.00	1,000.00
2012-2013	\$79.99	500.00	500.00
2013-2014	\$71.99	800.00	800.00
2014-2015	\$365.53	800.00	800.00
2015-2016	\$807.56	800.00	1,300.00
2016-2017	\$426.25	800.00	40,800.00
2017-2018	\$123.00	10,000.00	35,000.00
2018-2019	\$0.00	\$0.00	\$10,000.00
TOTALS			\$201,500.61

Professional Fees Acct. No. 20-5-21-203.00

Year	Activity	Original Budget	Ending Budget
2001-2002		\$82,183.71	50,000.00
2002-2003		\$1,815.00	10,000.00
2003-2004		\$10,108.67	0.00
2004-2005		\$76,105.67	6,500.00
2005-2006		\$62,342.38	30,000.00
2006-2007		\$26,898.71	50,000.00
2007-2008		\$6,483.44	50,000.00
2008-2009		\$4,799.32	10,000.00
2009-2010		\$4,278.99	5,000.00
2010-2011		\$1,211.60	5,000.00
2011-2012		\$1,977.19	3,000.00
2012-2013		\$7,365.37	1,000.00
2013-2014		\$6,784.13	2,000.00
2014-2015		\$5,121.73	4,000.00
2015-2016		\$18,212.14	7,000.00
2016-2017		\$20,506.41	37,000.00
2017-2018		\$21,189.66	\$25,000.00
2018-2019		\$0.00	\$0.00
TOTALS			\$357,384.12

Quarterly Report: Oct. 2018 – Dec. 2018

City of Brady is a participant with TxDOT – Brownwood through a 90/10 cost share agreement where city's contribution is **\$297,280.00** for relocation of existing gas, water, electric and sewer within the state's right-of-way road corridor. Project planning began in calendar year 2014 with engineering and surveying wrapping up in early 2017. The project includes only Bridge St. from the north side of the courthouse square up to US190E turn-off.

TxDOT US377 Road Improvements (N Bridge Street)
Current status (TxDOT website):

County:	MCCULLOCH	Let Date:	01/05/18
Type:	RECONSTRUCT URBAN ROAD	Seq No:	3224
Time:	446 WORKING DAYS	Project ID:	STP 2017(458)
Highway:	US 190	Contract #:	01183224
Length:	0.880	CCSJ:	0128-04-035
Limits:			
From:	US 87	Check:	\$100,000
To:	US 377	Misc Cost:	\$684,869.00
Estimate	\$7,565,252.65	% Over/Under	Company
Bidder 1	\$8,577,352.87	+13.38%	BIG CREEK CONSTRUCTION, LTD.
Bidder 2	\$10,309,915.12	+36.28%	ALLEN KELLER COMPANY

Brownwood District information (TxDOT website) –



CONTRACTOR'S ESTIMATE PACKAGE

REPORT DATE: 12/07/18

CONTRACT ID: 012804035
 PROJECT: STP 2017(458)
 CONTRACT: 01183224
 AWARD AMOUNT: \$8,577,352.87
 PROJECTED AMOUNT: \$8,846,952.87
 ADJ. PROJECTED AMOUNT: \$8,846,952.87
 CONTRACTOR: BIG GREEK CONSTRUCTION, LTD.

ESTIMATE NUMBER: 0008
 ESTIMATE PAID:
 ESTIMATE PERIOD: 11/01/2018 to 11/30/2018
 ESTIMATE TYPE: PROG
 % COMPLETE: 43.83
 % TIME USED: 30.72
 % RETAINAGE: 0.00

RECAPITULATION

	TOTAL TO DATE	PREV TO DATE	THIS ESTIMATE
ITEM EARNINGS	\$3,877,618.31	\$3,507,517.90	\$370,100.41
PARTICIPATING	\$0.00	\$0.00	\$0.00
NON-PARTICIPATING	\$3,877,618.31	\$3,507,517.90	\$370,100.41
RETAINAGE	\$0.00	\$0.00	\$0.00
LIQUIDATED DAMAGES	\$0.00	\$0.00	\$0.00
INCENTIVE	\$0.00	\$0.00	\$0.00
DISINCENTIVE	\$0.00	\$0.00	\$0.00
OTHER ADJUSTMENTS	\$0.00	\$0.00	\$0.00
	<hr/>	<hr/>	<hr/>
PAID TO CONTRACTOR	\$3,877,618.31	\$3,507,517.90	\$370,100.41

CONTRACT ADJUSTMENTS THIS ESTIMATE

ADJUSTMENT DESCRIPTION:	
ADJUSTMENT AMOUNT:	
REMARKS:	

There are no Contract Adjustments for this estimate

CERTIFIED AS CORRECT AND ONE COPY HAS BEEN GIVEN TO THE CONTRACTOR

AREA/PROJECT ENGINEER	
DATE	

LINE ITEM ADJUSTMENTS THIS ESTIMATE

ADJUSTMENT DESCRIPTION:	
ADJUSTMENT AMOUNT:	
REMARKS:	

There are no Line Item Adjustments for this estimate

CITY OF BRADY**ELECTRIC DISTRIBUTION DIVISION****Quarterly Report: Oct. 2018 – Dec. 2018****Airport O.H. Power Line Replacement, Section 1****Descriptions and Summaries –**

Project Limits: US190E north to near South Ave. at approx. 2,800 L.F.

Complete replacement of poles, conductors, guys and insulators. This proposed project will improve the reliability of electrical service to the airport. This power line improvement is an outcome of continuous customer complaints of poor electric service especially from LOADCRAFT, an industrial business at the Curtis Airfield.

Contractor: Techline Construction, LLC (field installation)
Techline, Inc. (materials)

Award: August 7, 2018

Mobilization: November 12, 2018

Contract work complete: December 3, 2018.

Funding descriptions -

FY18 Approved Projects, Total	\$377,600.00	Capital Outlay – Projects 20-5-22-401.00
Completed Projects, Total	<u>\$220,535.00</u>	
Estimated Balance Remaining	\$157,065.00	
Airport Feed Section 1	\$65,080.00	Techline Construction, LLC (labor & equipment)
Airport Feed Section 1	<u>\$25,070.15</u>	Techline, Inc. (material)
Award, Total	\$90,150.15	Awarded August 7, 2018

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT****Project Status Report:
2018****Brady Lake Boating Access Grant****January 2019****Grant Project Deadline:****June 30, 2019****Budget Information:**

TPWD Funds:	\$127,238.00
COB:	\$ 42,413.00
TOTAL:	\$169,651.00

Expenditures:

KSA Planning and Design:	\$ 17,317.50
Weststar Construction:	\$100,000.00

Contract Assignments:

Engineer:	KSA Contracted:	June 16, 2014
Contractor:	Westar Construction – Boat Ramps	March 15, 2016

Project Description: The City of Brady (COB) received a Boating Access Program Grant from the Texas Parks and Wildlife Department (TPWD). This grant will extend one (1) boat ramp and improve two (2) boat docks at Brady Lake. The ramp on the north side of the park will be extended and boat docks at the Main Ramp and the North Ramp will be updated. The project was rebid in March 2016, and Westar Construction secured the contract for the ramp improvements and docks. Construction of the dock was completed in January 2017, but due to recent rains and increasing lake levels the boat ramp construction has been delayed and a contract amendment with Westar to remove the Boat Ramp Project from the original contract has been completed.

At this time no further action is anticipated unless lake level drop significantly. TPWD has granted an extension of 1 year until June of 2019 to complete the project in case the lake lowers to a level sufficient to complete the project.

Start Date / Completion Date:

Planning Start:	June 2014
Design Completion:	October 2015

Major Activities:

Corps Permit Received:	November 14, 2014
Plans Submitted to TPWD Review:	September 11, 2015
TPWD Approval of Plans:	September 18, 2015
U.S. Fish and Wildlife Approval:	September 22, 2015
Grant Acceptance Signed:	September 22, 2015
Project Bid September:	November 4, 2015
Bids Opened:	December 16, 2015
Project Rebid:	February 3, 2016
Bids Opened:	March 2, 2016
Bid Awarded to Westar Construction:	March 15, 2016
Change Order #1 Signed:	June 21, 2016
Dock Plan and Material Submittal Approval:	November 28, 2016

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Boat Dock Construction Begins:	January 3, 2017
Walk-Through with Project Engineer:	January 20, 2017
Extension granted by TPWD	June 25, 2018

Next Steps: Due to the heavy rains ramp remains under water.
Final inspection and Close-out Project by TPWD
May 2019

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT****Project Status Report: Brady Lake Fish House Redevelopment Project January 2019****Budget Information:**

Brady Economic Development Corporation (BEDC)	\$ 65,256.00
City of Brady	\$ 7,000.00

Expenditures:

BEDC Funds to Date for Fish House:	\$ 62,383.70
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Contract Assignments:

Engineer:	KSA Contracted:	June 16, 2014
Contractor:	Docks of Texas – Fish House	

Project Description: In 2008, the citizens of Brady approved the use of 4A Economic Development Funds for a 4B-Type project for improvements at Brady Lake Park. One of the improvements was the rehabilitation of the Fish House. The new Fish House was designed and originally bid as part of a larger project including a boat ramp and new boat docks. After receiving no bids for the ramp and docks, the Fish House Redevelopment Project was separated from the boat ramp improvements. Docks of Texas is remodeling the Fish House with BEDC funds and is 80% complete. The old Fish House has been removed. Electrical has been run and lighting has been installed. Staff has attempted to notify the contractor that they are in breach of contract via phone, e-mail and certified letter. The letter was returned unclaimed. Staff is seeking new contractors to anchor and insulate the fish house.

Staff has been unable to find a contractor willing to finish the construction so is acting as the general contractor. Flotation for the ramp has been received and the structure insulated. Welding of the ramp and installation of the flotation should be completed in July. Once these steps are complete, the fish house can be moved into final position and anchored. The anchors are already installed on the shoreline.

Start Date / Completion Date:

Planning Start:	June 2014
Design Completion:	October 2015

Major Activities:

Project Bid September:	November 4, 2015
Bids Opened:	December 16, 2015
Contracted with Docks of Texas:	February 8, 2016
Demolition of Old Fish House Begin:	March 14, 2016
Contractor notified in Breach	November 2017
Initiated contact with contractors to	
Finish work	November 2017
Spray Foam Installed	June 2018

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Welding of Ramp begun

June 2018

Next Steps:

Installation of Floatation	July 2018
Permanent Anchoring of Fish House	July/Aug 2018
Complete New Fish House:	September 2018

Type A EDC Donated the Fish House to the City of Brady on 9-27-18

BEDC Fish House Project is closed-Fish house damaged in a rain storm and PPM is working with TML Insurance and Docks of Brownwood to make repairs.

Update: TML has issued the City of Brady a check for \$32,614.24 for repairs. The City of Brady allocated \$2,500.00 for the cities deductible.

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT****Project Status Report:** **Richards Park Improvements Grant** **January 2019**Grant Project Deadline: **June 30, 2019****Budget Information:**

TPWD Funds:	August 20, 2015	\$ 400,000.00
COB:		\$ 400,000.00
U.S. Silica Donation:		\$ 10,000.00
Humana Health Care Grant:		\$ 1,000.00
TOTAL:		\$ 811,000.00

Expenditures:

Luck Design Group	\$ 72,296.00
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Contract Assignments:**Landscape Architect:** **Luck Design Group:** **February 7, 2017**

Project Description: The City of Brady (COB) has received an Outdoor Recreation Grant from Texas Parks and Wildlife Department (TPWD). This project will renovate the baseball fields at Richards Park to include the relighting of two (2) ball fields. Additional renovations include a trail from E.O. Martin Memorial Park to the soccer fields at Richards Park, a new playground at the baseball complex, and benches/picnic tables along the trail. COB staff has met with the selected design firm to discuss the design and layout of the project. A Town Hall Meeting was held June 19, 2017 for public input. Approximately 10 people plus staff and two Council members attended.

Design work was completed in April and in May the project was released for bid. Three companies submitted bids with Westar Construction of Georgetown being the low bid. Bids were all over budget so a town hall was held on June 19, 2018 to determine priorities. Council directed staff to proceed with a construction budget of \$1,260,000. Staff has been working with the Landscape Architect to reduce costs and will bring a final bid and overall price to Council on July 3, 2018. On July 3, 2018, council voted to reject all bids and directed staff to complete the project with the original budget of \$811,000.00.

Start Date / Completion Date: **2016/2019****Major Activities:**

Grant Awarded by TPWD:	August 20, 2015
Field Visit by TPWD:	September 28, 2015
Contract Signed with TPWD:	July 13, 2016
RFP for Design Released:	September 23, 2016
RFP for Design Evaluated:	December 7, 2016
Design Firms Invited to Interview:	December 15, 2016
Design Firms Interviewed:	January 10, 2017
Selected Landscape Architect:	February 7, 2017
Town Hall Meeting:	June 19, 2017

Next Steps:

- Bids and Awarded Dug Outs and curbs.
- Bid and Award concrete Flatwork -January 2019
- City staff complete parking and trail work- Spring 2019
- Complete Construction: June 2019

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Project Status Report: **Willie Washington Park Improvements** **January 2019**

Grant Project Deadline: **June 30, 2019**

Budget Information:

TPWD Funds: August 20, 2015	\$ 75,000.00
<u>COB:</u>	<u>\$ 75,000.00</u>
TOTAL:	\$150,000.00

Expenditures:

Ross Surveying	\$ 2,750.00
T'Byrds sign shop	\$ 256.00
<u>T.F. Harper</u>	<u>\$139,932.75</u>
TOTAL	\$142,938.75

Contract Assignments:

Construction: **T. F. Harper & Associates, L.P.** **March 28, 2017**

Project Description: The City of Brady (COB) has received a Small Communities Grant from the Texas Parks and Wildlife Department (TPWD). This project includes new sidewalks, picnic spaces and a new playground at Willie Washington Park. Director Peter Lamont attended the National Recreation and Parks Association Conference in October 2016 to view first hand possible playground styles to develop conceptual ideas to present to citizens. Staff met with neighborhood representatives on November 22, 2016 and March 27, 2017 to discuss the style and design of the playground. Council then approved issuing a purchase order for the new playground with the requested changes. The playground, sidewalk, benches and shade structure has been installed.

The Electrical Utilities Division has put the overhead electrical, underground and installed new lights. Staff has met with the irrigator and installation is scheduled for September. Once the irrigation is installed, we will install plants and signage in a new sign bed. Plant bed is completed need to install plants.

Start Date / Completion Date: Feb 17, 2016 / June 30, 2019

N/A

Major Activities:

Grant Awarded by TPWD:	August 20, 2015
Field Visit by TPWD:	September 28, 2015
Contract with TPWD Signed:	February 17, 2016
Present Potential Playground Styles to Neighborhood:	November 22, 2016
Ordered Engineering Survey of Park:	November 30, 2016
Sent Request for Proposals:	March 3, 2017
Received Proposals:	March 22, 2017
Presented Proposals to Neighborhood:	March 27, 2017

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Presented Proposal to City Council:	March 28, 2017
Begin Construction/Remove Equipment:	May 2017
Playground/Benches/shade Installed:	June/July 2017
Electrical moved underground	December 2017
Installed Irrigation:	September 2018

Next Steps:

Install Landscaping	Spring 2019
Final Inspection/Dedication	Spring 2019

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Project Status Report: Stanburn Park Improvements (Lt. Daniel Conway) January 2019

Project Deadline: Fall 2019

Budget Information:

<u>Private Funds:</u>	<u>(Minimum)</u>	\$ 50,000.00
<u>TOTAL:</u>		\$ 50,000.00

Expenditures:

Playground	T.F. Harper	\$ 29,999.85
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Contract Assignments:

Engineer:	Not Required	
Contractor:	Playground T.F. Harper	\$ 29,999.85

Project Description: The City of Brady (COB) has received a request by a private company, Fairmount Santrol to install improvements at Stanburn Park. The desired improvements include updating the tennis courts and converting them to basketball courts, planting trees, improving the turf, and installing shade structures.

Additionally, the family of Lt. Daniel R. Conway is committing a one-time gift of \$50,000.00 towards a new playground. The City has received a total of \$50,000.00 in donations. The new playground was installed in February and staff worked to improve the surface of the court area. Projects still anticipated in the park are updating the lighting, installing a second basketball goal and painting the court surface, installing trees and a drip irrigation system for them, and adding bleachers to the basketball court. Staff is working on a design for the new name sign and commemorative plaque.

On October 6, 2018 Covia Sand Plant planted 3 new live oak trees, added irrigation to all trees in the park, and gave away 100 trees to the public within 30 minutes.

Start Date / Completion Date: 2015/2019

Major Activities:

Naming Policy Approved:	December 16, 2014
Initial Project Meeting:	February 2, 2015
Request Presented to Council:	March 3, 2015
Estimated Court Costs:	July 10, 2015
Preliminary Playground Designs:	July 14, 2015
Current Dedicated Funds-\$50,000:	May 3, 2017
Playground Design Requests Made:	June 2017
Met with Donors Representative on	
Playground Design:	September 2017
Selected Playground:	December 2017

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Installed Playground:	February 16, 2018
Repair Courts:	February 2018
Trees and Irrigation	Oct 6 2018

Next Steps:

Update Lighting	Spring 2019
Bleachers and Basketball Goal	Spring 2019
Rededication:	TBD

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Project Status Report: **Curtis Field Airport Master Plan** **January, 2019**
Grant Project Deadline: **August 31, 2019**

Budget Information:

TxDOT Aviation Funds:	\$180,000.00
<u>COB:</u>	<u>\$ 20,000.00</u>
TOTAL:	\$200,000.00

Expenditures: **COB** **\$19, 935.00**

Contract Assignments:
Engineer: **Coffman and Associates**

Project Description: The City of Brady (COB) has received, from the Texas Department of Transportation (TxDOT) Aviation Division an Airport Improvement Program Grant to prepare a new Master Plan for Curtis Field Airport. The current Master Plan is over seventeen (17) years old. Master Plans should be revised no less than every five (5) years and updated no less than every ten (10) years to ensure goals and objectives are current and operational.

After negotiations with the previously selected vendor were unsuccessful, TxDOT, in coordination with COB staff elected to develop a new Scope of Work for the project and seek new proposals. The new Scope of Work was completed in July 2017 and responses were received in August. A new contractor, Coffman and Associates was selected in October and TxDOT completed negotiations in December of 2018. A kickoff meeting was held with key stakeholders to conduct a SWOT analysis of the airport and gain insight into the process moving forward.

Start Date / Completion Date:
Planning Start:

Major Activities:

RFP for Planning Service Release:	August 5, 2016
Contract with TxDOT Aviation Signed:	August 22, 2016
Proposals Received by TxDOT Aviation:	August 30, 2016
Selection Committee Requested Interviews:	November 2, 2016
Interviewed Potential Contractors:	February 1, 2017
Selected KSA as Project Engineer:	February 2017
Negotiations Failed with Selected Vendor:	May 19, 2017
Council Approved New Resolution-Revised Grant:	June 6, 2017
Develop New Scope of Work for Airport Plan:	July 2017
Receive Proposals for New Plan:	September 2017
Selected Coffman and Associates:	October 2018
TxDOT Completed Negotiation with Contractor:	December 2018
Notice to Proceed issued:	December 13, 2017
Kickoff Meeting:	February 21, 2018
2 nd local meeting with PAC	August 7, 2018

CITY OF BRADY

COMMUNITY SERVICES DEPARTMENT

Next Steps:

Staff working with consultants to gather information requested
Next Planning Advisory Committee Meeting TBD

CITY OF BRADY

COMMUNITY SERVICES DEPARTMENT

Project Status Report: G. Rollie White Complex Steering Committee **January 2019**

Budget Information:

NA

Expenditures:

N/A

Contract Assignments:

Master Plan Architect/Engineer Reliance Architects-February-August 2018

Project Description: On April 24, 2017 members of the Leadership Committee including City Council, City staff, County Commissioners and AgriLife Extension Service represents met in a special joint work session to discuss current City, County and 4-H needs and plans for the GRW Complex as well as its history of joint-use, its future use and the next steps of the GRW Steering (nee AgriLife Leadership) Committee. On June 20, Director Peter Lamont and Agent Jacque Behrens met to discuss and organize the inaugural meeting of the GRW (Goals) Steering Committee. The meeting was held June 29 and included ten (10) members: Mayor Pro Tem James Griffin, Council Member Shelly Perkins, P&Z Committee Chair Nick Blyshak, Director of Community Services Peter Lamont, County Commissioners Gene Edmiston and Jason Behrens, Extension Agent Jacque Behrens City Manager Kim Lenoir, Livestock Association representatives Joe Behrens and Michael Probst and Chamber President Erin Corbell. Initial thoughts on required facilities included two (2) covered arenas, buildings that can accommodate portable stalls, meeting building and show office, RV spaces with hookups and an office for the McCulloch County AgriLife Extension Service agents.

A grant was submitted to the G. Rollie White Foundation for planning funds, but was not awarded. A side committee organized a "Friends of GRW" non-profit 501(c)3 organization. The City and County agreed to each fund \$2000 for Reliance Architects to assist the Steering Committee in developing a master plan for GRW.

Start Date / Completion Date:

Planning Start: June 2017

Major Activities:

Inaugural Meeting:	June 29, 2017
Tours of Similar Facilities:	July 20-21, 2017
Application to GRW Foundation for Master Plan Grant	August 11, 2017
Began Process of Forming a 501(c)3	January 2018
Met with Architect to Begin Master Plan Process	February 28, 2018
Contract with Architect for Master Plan	May 2018
Articles of Incorporation for Friends Of G. Rollie White	June 2018

CITY OF BRADY

COMMUNITY SERVICES DEPARTMENT

Finalize 501(c)3	TBD	
Complete Master Planning Facility		August 2018
Presented Master Plan to Joint City-County Meeting		August 2018

Next Step: Steering Committee willing to continue working for a County-wide Election

Determine next County-Wide “Venue Tax” Election Date

Continue to speak to groups about the GRW Master Plan

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

Project Status Report: **Activity Center Renovation Project** **January 2019**

Project Deadline: **TBD**

Budget Information:

COB:	\$96,600.00
McCulloch County	\$50,000.00
Senior Advisory Committee	\$60,000.00

Expenditures:

BISD	\$100,000.00
<u>EIKON Consultants</u>	<u>\$ 46,600.00</u>
TOTAL	\$146,600.00

Contract Assignments:

Architects: **EIKON Consultants**

Contract Grant Writer and Management Services of the Grant: **GrantWorks**
Austin, Tx

Project Description: In 2015, the City has purchased the Southward Cafeteria building from the Brady Independent School District with assistance from McCulloch County. The facility is intended to hold the Senior Citizen program and the Meals-on-Wheels program. The facility will also be used for other activities and programs when not in use for senior programming. EIKON was hired to provide conceptual drawings for the facility with the City planning to contract out the various aspects of the construction. In December 2015 a request for proposals for was released for HVAC services. Only one company responded and noted that energy codes would require each trade to build to the highest level of the code while a completed plan would allow tradeoffs resulting in costs savings

On February 7, 2016 the contract EIKON was expanded to include full plans, specifications and bid documents. These plans include a commercial kitchen to support the Senior Lunch program. EIKON has provided an estimated cost of \$875,000 or approximately \$130/sq. ft. The reason for the costs include additional restroom, energy code requirements, ADA accessibility requirements, and commercial kitchen codes. The City has cleaned the facility and sold what items it could via online auction. Utilities has been reworking the lines servicing the facility. Staff was notified on June 22, 2018 that the City of Brady was being invited to apply for the Community Development Block Grant Community Enhancement Fund (CDBG-CEF) program based on a Letter of Interest submitted in May 2018. The City will be selecting a third party grant writer/administrator to oversee the grant proposal and if selected, the administration as these grants are extremely comprehensive in their reporting requirements.

Staff was notified on June 2, 2018 that the City of Brady was being invited to apply for the Community Development Block Grant Community Enhancement Fund (CDBG-CEF) program based on a Letter of Interest submitted in May 2018.

Staff had trouble getting grant writers interested in this project due to the tight deadlines for

CITY OF BRADY**COMMUNITY SERVICES DEPARTMENT**

the environmental , and engineering work. Staff visited with TDA, who agreed to extend the environmental deadline, but GrantWorks did not believe they could make the deadlines. The project will remain on the list for the 2019 round of funding.

On October 11, 2018 City Council approved selection of GrantWorks as a third-party grant writer/administrator to oversee the grant proposal and the administration as the grant are extremely comprehensive in their reporting requirements.

Start Date / Completion Date:

N/A

Major Activities:

Purchased Southward Cafeteria:	2015
Contracted with EIKON for conceptual	
Design	2015
Contracted with EIKON full design	February 7, 2016
Plan review	August 2017
CDBG-CEF Grant Notification	June 2018

Next Steps:

Select Grant Writer/Administrator	July 2018
CDBG-CEF Grant Application	October 2018
Budget Allocation	TBD
Construction	TBD



MEMORANDUM

October 1, 2018

To: Kim Lenoir, City Manager

From: Dennis Jobe, Director of Community Services

Subject: Update of Replat & Leases of Davee and Dodge Heights Subdivisions

In 2013-2014, staff discovered the tangled web of non-compliance and billing with lake lot leases for Davee and Dodge Heights. In 2015, City Council increased the annual lease payments to \$1200 per year per lot. TCEQ rules also made it difficult for the city to continue to lease lots that were too small (less than $\frac{1}{2}$ acre) for current septic tank requirements, especially in complying with the clean pristine water quality of the Brady Lake area. In 2016, staff began survey and replat work to clear up the records, billing, property inspections and compliance with current TCEQ septic tank regulations. Davee Addition replat has been approved by P&Z and City Council. The lots have also been appraised. Surveyor needs to complete the final plat for the county records. Donald Barley has confirmed that the City has clear title on both subdivisions. Council approved selling lots in the Davee Addition.

In February 2017, City Council put a moratorium on considering any new leases, until the lake lot leases and replats are in order. The Dodge Heights subdivision, zoned single-family in 2013. DH replat needs to go through the replatting rules process, requiring public hearings, P&Z approval and City Council approval. All new leases for larger lots will be prepared and approved by city council, incorporating any current active leases yet to expire.

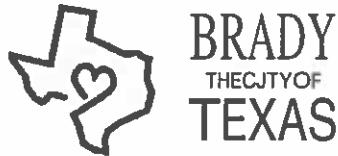
On April 17, City Council met in a Work Session to review proposed replatting of Dodge Heights. The Dodge Heights replat has been more difficult to replat, with the probability of several homes on less than a 1/2 acre tract.

Council approved several demolitions of abandoned property in Dodge Heights Addition. Work orders have been created to remove the property by the street department.

City Council adopted new lease rates in September for all lake leases. The Director of Community Services will work on this project with a goal to have the Dodge Heights replat and staff recommendations scheduled for Council review by December 2018.

Next Steps:

- Davee – File final plat. Letters to leases to update leases to new lot lines & purchase options. A meeting with the lessors on December 27, 2019. A draft lease form has been sent to City Attorney for review.
- Dodge Heights – Work session on November 20. 2018 was presented by staff continuation of cleaning up records and checking on vacant land as council directed.. Abandoned lots and personal property needs to be scheduled for demolition. Replatting must be complete before lots can be appraised for possible sale.



MEMORANDUM

January 8, 2019

To: City Council

From: Kim Lenoir, City Manager

Subject: Update of Regulating Boat Docks on Brady Lake

City of Brady has Ordinance No. 316, Regulating Boat Docks and Other Floating Structures that needs updating. Just like record keeping of lease lake lots, records of active boat dock permits are not complete. Now that the lake is filling and boat docks can float again on the lake, there is more interest in acquiring and permitting boat docks from lake property owners. There are also many existing boat docks in poor condition that are not claimed that need to be removed.

Staff reviewed rules on other Texas lakes and prepared new boat dock rules and regulations.

Staff billed in January existing boat docks with permits and requested new applications from all boat dock owners. By ordinance only lake lot owners may have a boat dock on Brady Lake (some lease lot owners have boat docks). Staff has received new contracts and pictures of 40 boat docks; 3 accounts are currently inactive. Staff has transferred several docks as lake lots are sold.

The Director of Community Services will work with PPM Supt Stephen Morgan and Code Compliance Officer Walter Holbert to review the docks on-site and prepare a list of docks not claimed and in need to removal or demolition. Fee for an annual boat dock permit is \$25.

Next Steps:

Inspect existing/unclaimed docks for non-compliance and abandonment. Post notices and remove the docks.

Present updated rules and regulations to City Council for discussion during a work session and updated City Ordinance with updated rules and regulations.

New residents at the lake are requesting new docks. Staff would like Council to adopt new rules before new docks are allowed.



MEMORANDUM
December 31, 2018

To: **City Council**

From: **Kim Lenoir, City Manager**

Subject: **Construct City Animal Control Facility at or near Waste Water Treatment Plant**

In June 2017, City Council Members and staff toured animal control facilities in Lampasas and San Saba. The city has been leasing for 3 years the Mays Vet building on the San Angelo Highway for a 72-hour stray hold facility. The new lease now expires November 2019. The state inspected the facility and will reinspect April 2019. Several items were noted that need to be corrected – painting and roof repairs. Staff will visit with Mays to see if they can correct the roof leaking issues noted by the state. City staff could do the repainting required.

During the 2017 budget work sessions, City Council proposed to build a small facility at GR White Complex to meet the minimum needs of the city for a permanent 72-hour stray hold facility, not to exceed \$70,000 which was budgeted for FY2018. Staff reviewed with City Council on-site and at the work session on September 19, the concept plan for the facility. It would be located on the north end of the race track, near the back unpaved road and surrounding an existing small concrete building (17' x 16'), all located southwest of the existing FFA/4H animal pens. Water, sewer, electric, and phone utilities are located nearby. The site needed to be raised and drainage improved by adding a second culvert under the unpaved road that drains to Brady Creek. The street division completed the pad site. The concept plans included moving the 20' x 20' portable office building located at the South Shore Park (old MUDualistic site) and to build a new garage style metal building with 24 kennels, like was observed in Lampasas. City Council liked the concept plan. Eikon engineered the foundation plans and plumbing. Mueller prepared a pre-fab engineered metal building quote. Bids were solicited February 28, 2018 with no bids received. Staff called all parties interested and extended the bids to open March 21, 2018. Two bids were received from Ballinger and Cleburne both exceeding estimates by 5 times the budgeted funds.

The GRW Steering Committee has completed a site plan for future development of the GRW Site and are requesting that the site be relocated. Staff agrees that the waste water plant property is a good option to plan to develop a permanent facility. KNEL owns a radio tower site adjacent to the WWTP site and has good potential for site development. 100-yr floodplain elevation is estimated to only partially impact the radio tower site and possibly no fill would be needed at the west side of the lot. Staff needs to see if the KNEL site has enough room to build the facility without interfering with the AM antenna on site.

Next Steps: Discuss with City Council to determine a new 2020 budget and direction for a permanent facility.