



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 MARCH 5, 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 March 5, 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 Work Session and Regular Meeting on February 19, 2019.
- B. Approval of Resolution 2019-012 to cancel City Council election of May 4, 2019

### **5. PRESENTATION**

2018 Annual Report for the Police Department – Chief Steve Thomas

### **6. PUBLIC HEARING: (none)**

## 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 review of FY2019 electric division improvements proposed and completed.
- B. Discussion, consideration, and possible action regarding approval of construction improvements in the amount of **\$139,260.56** for "Airport Overhead Powerline" Section 2 and award of *Techline Construction, LLC* (equipment & labor) in the amount of **\$96,863.77**; and *Techline, Inc.* (material) in the amount of **\$42,396.79**.
- C. Discussion, consideration and possible action regarding **Resolution 2019-013** revising the procedure and process for disposal of Surplus Brady Volunteer Fire Department Equipment as outlined in Resolution 2010-004.
- D. Discussion, consideration and possible action regarding **Resolution 2019-006** adopting a City of Brady Standard Operating Procedure (SOP) Policy for Disposal of Surplus and Salvage.
- E. Discussion, consideration, and possible action regarding approval to purchase one 2019 Chevrolet 1500 Silverado Crew Cab with specifications specific for law enforcement vehicles from Caldwell Country and approve **Resolution 2019-014** to finance the vehicle purchase with Government Capital Corporation for a total principal amount not to exceed \$39,810.
- F. Discussion, consideration and possible action regarding the renewal of Dodge Heights Addition existing lease agreements that are expiring in February and March 2019 and a proposed schedule of replatting.
- G. Discussion, consideration and possible action authorizing staff to advertise for bids for vacant ½ acre lots at Davee Addition, Brady Lake, zoned Manufactured Homes with the appraised value the minimum bid required for each lot.
- H. Discussion, consideration and possible action regarding the **second and final reading of Ordinance 1267** approving the Recodification of Ordinances as recommended by Franklin Legal Publishing.
- I. Discussion and summary of City Council action and if procedures and processes worked.
- J. Discussion of a City improvement recognized by City Council.
- K. Discussion of Brady Lake Fish House repairs, requested by Council Member Missi Davis.

## 8. STAFF REPORTS

- A. **January Monthly Activity Reports:** Visit Brady Report, Chronic Code Complaints, and Structures Inhabited without Utilities
- B. **February Minutes:** Feb 4 – LEPC; Feb 19 – EDC; Feb 27 – GRW Steering Committee
- C. **Upcoming Special Events/Meetings:**
  - March 5 – 8 Southbound North Bridge Street Road Closure – detour W. White Street
  - March – 15<sup>th</sup> – 23<sup>rd</sup> HOT Country Music Festival – 2 weeks
  - April 6 – 9am to 12:30pm Don't Mess with Brady Trash-off
  - June 6 – 75<sup>th</sup> Anniversary of D-Day and Earl Rudder Statue Dedication
  - June 8 – Inaugural Brady Farm to Table Fundraiser Dinner by Chamber of Commerce – Downtown
  - July 6 – 10am - 93<sup>rd</sup> July Jubilee Parade – Downtown Square
- D. **Upcoming City Calendar:**
  - March 6 – 6pm EDC Meeting
  - March 11 – 15 BISD Spring Break
  - March 19 – 4pm Work Session – FY2020 Budget – Fire/EMS
  - March 27 – Annual Meeting for I-14 Coalition - Austin
  - Week of April 8 – Curbside Bulk Trash Pick-up
  - May – Military Exercises – Curtis Field Airport
- E. **Review proposed plaques required for grant projects.**

## 9. ANNOUNCEMENTS

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

## 10. ADJOURNMENT

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

*Tina Keys, City Secretary*

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

**Attendance by Other Elected or Appointed Officials:** It is anticipated that members of other governmental bodies, and/or city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. 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 Work Session Meeting on Tuesday, February 19, 2019 at 3:30 p.m. at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas with Mayor Tony Groves presiding. Council Members present were Jeffrey Sutton, Jim Griffin, Missi Davis and Jane Huffman. City staff present were City Manager Kim Lenoir, Finance Director Lisa Remini, Public Works Director Steve Miller, Community Services Director Dennis Jobe, Fire Chief Lloyd Perrin, Court Clerk Valerie Gonzalez, City Attorney Sarah Griffin and City Secretary Tina Keys. Also in attendance were Jay May, Stan Weik and Erin Corbell.

**1. Call to Order, Roll Call and Certification of a Quorum**

Mayor Groves called the meeting to order at 3:30 p.m. Council quorum was certified.

**2. Discussion regarding goals, vision and budget 2020**

Kim Lenoir and San Saba City Manager Stan Weik moderated. Stan asked Council what areas are “needs” and what items are “wants”. There was discussion on doing away with demolitions of dilapidated structures, for now, not including hospital. Most were in favor. Employees: Frozen positions – Council Member Huffman thinks all non vital vacant positions should be frozen. Mayor Groves suggested instructing City Manager to look at every vacant job and give recommendation to Council to decide whether or not to fill positions. Council agreed to leave pot hole and street sign budget as is. Mayor asked if street sign budget could be cut in half and asked if there is a reason for the \$10,000 budget. Lenoir said it could be cut. Lenoir said she hears we need to focus on those street signs that are missing. Council Member Huffman thinks the ambulance needs to be replaced now and asked to see figures to pay cash for ambulance vs costs to finance. Chief Perrin said Fire / EMS needs an ambulance and more training. Chief Perrin will come up with costs. Public property needs to be cleaned up / repaired. There was discussion about PPM needing more personnel to take care of the issues. Jay May commented about the improvements that have been made at City Hall where people feel more welcomed. Stan asked what the role the EDC plays in the City. He also asked what role the Chamber plays.

Wants discussed by Council included comments that new park improvements need to be put on hold. Demolition of dilapidated structures to be put on hold. Council Member Sutton asked about the budget for Christmas lights. Erin Corbell said the people in Brady are passionate about their Christmas lights.

Kim Lenoir will prepare documents outlining frozen and vacant employee positions, recommendations for FY2020. Staff look at ambulance situation. Also as FY2020 budget is prepared, we will have a better projection on what revenue losses will be due to sand plant closings. The true effect may take several years. EDC will take a hit along with sales tax and hotel / motel tax.

Mayor spoke of the need to determine a new vision for the city with the sand plants not being so dominate as in the past. Erin Corbell expressed that the council approved Tourism Strategic Plan addresses the Vision.

Following Flip charts recorded the discussions by Council:

1) "Needs" Listed:

Streets, potholes, and missing street signs

Replace Medic 3 ambulance (requested/not funded in FY18 and FY19 budget)

Water System

Wastewater system

Electric System

Gas System

Police

Fire/EMS (20 hours of training is required each year for each employee)

Employees – determine needs – 3 Ms – man, machines, and management(training)

Review frozen and vacant positions

Remove dilapidated structures only with safety and crime reduction as goal

Continue plan to remove old hospital – need asbestos survey first

Improve Maintenance of all city facilities and town – r.o.w. mowing, fishing dock, city buildings

Improve Citizen trust – Council are the elected cheerleaders; celebrate positive change and build on that each time;  
follow Keep Brady Beautiful / Keep Texas Beautiful best practices

2) "Wants" listed:

High quality street maintenance

Parks – new playgrounds

Removing dilapidated structures

3) "Parking Lot" Items to visit at a later date:

Close streets; abandon and sale street ROW to adjacent landowners

**3. Adjournment**

There being no further business, the Mayor adjourned the meeting at 5:37 p.m.

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Mayor Anthony Groves

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

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The City Council of the City of Brady, Texas met in a Regular Meeting on Tuesday, February 19, 2019 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, Finance Director Lisa Remini, Public Works Director Steve Miller, Community Services Director Dennis Jobe, Police Chief Steve Thomas, City Attorney Sarah Griffin, and City Secretary Tina Keys. Also in attendance were Jay May, Bobby Williams, Erin Corbell, Lynn Farris, Erick Macha with Hilltop Securities and Gregory Miller with Bickerstaff, Heath, Delgado Acosta, LLP.

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

Mayor Groves called the meeting to order at 6:01 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 on February 5, 2019.
- B. Approval of **Resolution 2019-008** for request to TXDOT for temporary street closure for 93<sup>rd</sup> Annual July Jubilee Parade (July 6, 2019).
- C. Authorizing the Mayor to sign a new Davee Subdivision *Lease with the Option to Purchase* the replatted Lot -15R Block 1 to Jeanette Tacker at \$4,680.00.
- D. Authorizing the Mayor to sign a new Davee Subdivision *Lease with the Option to Purchase* the replatted Lot 12R Block 1 to Harold Tacker at \$3,330.00.
- E. Authorizing the Mayor to sign a new Davee Subdivision *Lease with the Option to Purchase* the replatted Lot -13R Block 1 to Sammi Sanchez at \$3,210.00.
- F. Authorizing the Mayor to sign a new Davee Subdivision *Lease with the Option to Purchase* the replatted Lot -14R Block 1 to Sammi Sanchez at \$4,690.00.

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

#### 5. PRESENTATIONS: None Scheduled

Proclamation recognizing the 30<sup>th</sup> Annual Heart of Texas Country Music Festival – City Secretary Tina Keys read proclamation

#### 6. PUBLIC HEARINGS: None Scheduled

There were no public hearings

## 7. INDIVIDUAL CONCERNS

- A. Discussion, consideration, and possible action **ON ORDINANCE 1266 AUTHORIZING THE ISSUANCE OF \$10,830,000 "CITY OF BRADY, TEXAS COMBINATION TAX AND SURPLUS WATERWORKS AND SEWER SYSTEM REVENUE CERTIFICATES OF OBLIGATION, SERIES 2019"; AUTHORIZING THE SALE THEREOF; ENACTING PROVISIONS INCIDENT AND RELATED TO THE ISSUANCE OF SAID CERTIFICATES (Drinking Water Treatment Project)**. Lisa Remini presented. Erick Macha with Hilltop Securities reviewed information. Gregory Miller with Bickerstaff, Heath, Delgado went over change to Ordinance. Council Member Sutton moved to approve the first and final reading of Ordinance 1266, in accordance with state law. 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 **ON RESOLUTION 2019-010 AUTHORIZING THE APPROVAL AND EXECUTION OF A GRANT AGREEMENT WITH THE TEXAS WATER DEVELOPMENT BOARD IN THE AMOUNT OF \$13,375,000; APPROVAL OF A RELATED ESCROW AGREEMENT AND OTHER MATTERS RELATED THERETO (Drinking Water Treatment Project)**. Council Member Griffin moved to approve Resolution 2019-010. Seconded by Council Member Davis. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
- C. Discussion, consideration and possible action **ON RESOLUTION 2019-011 CONCERNING A PRINCIPAL FORGIVENESS AGREEMENT WITH THE TEXAS WATER DEVELOPMENT BOARD IN THE APPROXIMATE AMOUNT OF \$4,700,000; ACCEPTING THE TERMS OF THE FINANCIAL ASSISTANCE FROM THE STATE AGENCY; AND, AUTHORIZING OFFICIALS OF THE CITY TO EXECUTE THE AGREEMENT (Drinking Water Treatment Project)**. Council Member Garza moved to approve Resolution 2019-011. Seconded by Council Member Sutton. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
- D. Discussion, consideration, and possible action regarding approval of construction improvements in the amount of **\$139,260.56** for "Airport Overhead Powerline" Section 2 and award of *Techline Construction, LLC* (equipment & labor) in the amount of **\$96,863.77**; and *Techline, Inc.* (material) in the amount of **\$42,396.79**. Steve Miller presented. Council Member Huffman moved to delay action until next meeting. 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 approving **Resolution 2019-007** to apply for a Police Audio/Visual Equipment Grant from the Governor's Office to fund 100% of ten body cameras and eight in-car video systems (\$58,023.00 grant). Chief Steve Thomas presented. Council Member Huffman moved to approve Resolution 2019-007. Seconded by Council Member Sutton. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
- F. Discussion, consideration, and possible action regarding **Resolution 2019-009** to request TXDOT/City street closures for the Chamber of Commerce Inaugural Brady Farm to Table Fundraiser Dinner to be held on June 8, 2019. Erin Corbell presented. Council Member Huffman moved to approve Resolution 2019-009 with third "whereas" stricken from the Resolution. Seconded by Council Member Davis. No Council Members voted "aye". Motion failed. Council Member Huffman moved to approve with 4<sup>th</sup> "whereas" removed. Seconded by Council Member Davis. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.

- G. Discussion, consideration and possible action regarding **Resolution 2019-006** adopting a City of Brady Standard Operating Procedure (SOP) Policy for Disposal of Surplus and Salvage. Lisa Remini presented. Council Member Sutton moved to delay item until next council meeting in order to review and possibly amend Resolution 2010-004. Seconded by Council Member Davis. All Council Members voted “aye” and none “nay”. Motion passed with a 5 – 0 vote.
- H. Discussion, consideration and possible action from the 3:30pm Council Work Session for goals, vision and budget 2020. There was no discussion.
- I. Discussion, consideration and possible action regarding the **first reading of Ordinance 1267** approving the Recodification of Ordinances as recommended by Franklin Legal Publishing. Kim Lenoir presented. Council Member Griffin moved to approve the first reading of Ordinance 1267. Seconded by Council Member Garza. All Council Members voted “aye” and none “nay”. Motion passed with a 4 – 0 vote as Council Member Davis stepped away from the meeting and did not vote.
- J. Discussion and summary of City Council action and if procedures and processes worked. There was no discussion.

#### **8. STAFF REPORTS**

- A. **January Monthly Activity Reports:** Visit Brady Report, Sales Tax Receipts, Utility Reports, Seniors, Golf, BPD, Fire-EMS Calls, BVFD Expense Report, Animal Control, Airport, Code Enforcement, Chronic Code Complaints, and Structures Inhabited without Utilities
- B. **Quarterly Report on Hotel Occupancy Tax (HOT) Receipts**
- C. **Upcoming Special Events/Meetings:**
  - March – 15<sup>th</sup> – 23<sup>rd</sup> HOT Country Music Festival – 2 weeks
  - June 6 – 75<sup>th</sup> Anniversary of D-Day and Earl Rudder Statue Dedication
- D. **Upcoming City Calendar:**
  - Feb 21 – 5:30pm Airport Advisory Board
  - Feb 27 – 1pm GRW Joint City-County Steering Committee Mtg
  - March 5 – 6pm City Council Meeting
  - March 6 – 6pm Special EDC Meeting
  - March 11 – 15 BISD Spring Break
  - March 27 – Annual Meeting for I-14 Coalition - Austin
  - Week of April 8 – Curbside Bulk Trash Pick-up

#### **9. ANNOUNCEMENTS**

Mayor Groves talked about the TXDOT Keep Brady Beautiful award and downtown square improvements. Big Creek notified City that TXDOT talked to them about doing ¼ of the square closest to City Hall. They would redo that with 10” concrete. No curbs or sidewalks, just pavement.

#### **10. EXECUTIVE SESSION**

Regular Session was closed at 7:21 p.m. and Council took a break before going into Executive Session. Executive Session was opened at 7:48 p.m. Executive Session was closed at 8:19 p.m.

- 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 Attorney Sarah Griffin and 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, G Rollie White Complex, 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.
- D. Pursuant to Section 551.072 (Deliberations about Real Property), the City Council will deliberate the purchase, exchange, lease, or value of real properties of the City as the deliberation in an open meeting will have the detrimental effect on the position of the City in negotiations with a third person: Brady Lake.

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

Mayor opened regular session at 8:20 p.m. No action was taken.

**10. ADJOURNMENT**

There being no further business, the Mayor adjourned the meeting at 8:20 p.m.

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Mayor Anthony Groves

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

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	03/05/2019	<b>AGENDA ITEM</b>	4.B.
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding approving Resolution 2019-012 to cancel May 4, 2019 General Election, for City Council Places 4 and 5.		
<b>PREPARED BY:</b>	T. Keys	<b>Date Submitted:</b>	2/20/2019
<b>EXHIBITS:</b>	Certification of Unopposed Candidates Resolution 2019-012		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>		\$00.00
	<b>Amount Budgeted:</b>		00.00
	<b>Appropriation Required:</b>		\$00.00
<b>CITY MANAGER APPROVAL:</b>			

#### SUMMARY:

City of Brady City Council Member Places 4 and 5 are expiring. The deadline to file for a place on the ballot has passed. Jane Huffman filed for Place 4 and Jay May filed for Place 5. Both candidates are unopposed and therefore the General Election to fill those places must be cancelled.

#### RECOMMENDED ACTION:


Move to approve Resolution 2019-012

### **Certification of Unopposed Candidates**

I, Tina Keys, certify that I am the City Secretary of the City of Brady, Texas and the authority responsible for preparing the ballot for the May 4, 2019 General Election. I further certify that no person has made a declaration of write-in candidacy, and all of the following candidates are unopposed:

**JANE HUFFMAN – City Council Place 4**

**JAY MAY – City Council Place 5**

  
Tina Keys  
City Secretary  
City of Brady

Dated this 13<sup>th</sup> day of February 2019

**CITY OF BRADY, TEXAS**

**RESOLUTION NO. 2019-012**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS, CANCELLING OF THE MAY 4, 2019 GENERAL ELECTION FOR CITY COUNCIL PLACES 4 AND 5.**

**WHEREAS**, the City Council of the City of Brady, Texas ordered a General Election to be held on May 4, 2019, and:

**WHEREAS**, the deadline to file for candidacy and for a write-in-candidate has passed, and;

**WHEREAS**, the following candidates who are unopposed in the City of Brady May 4, 2019 General Election are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

Jane Huffman – City Council Place 4  
Jay May – City Council Place 5

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

The General Election to be held on May 4, 2019 to elect Council Members is hereby cancelled.

**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2019

\_\_\_\_\_  
Anthony Groves, Mayor

**ATTEST:** \_\_\_\_\_  
Tina Keys, City Secretary



# BRADY POLICE DEPARTMENT 2018 ANNUAL REPORT

CHIEF STEVE THOMAS

# 2018 BRADY POLICE STRENGTH/STAFFING

Chief of Police – Steve Thomas

Captain/Investigator – Mike Hudson

## A SHIFT – SERGEANT BATTEN/K9 “SATOR”

- OFFICER KEVIN JIMENEZ
- OFFICER TREVOR SUTTON
- OFFICER KYLE SHEARD

## B SHIFT – VACANT

- OFFICER RICK CHAIRES
- OFFICER SAMMY ZAPATA
- OFFICER JASON LAVENDER/K9 “THOR”
- OFFICER WILLIAM NUNCIO (02/28/19)

Animal Control Officers – Chantal Solis  
Marcus Gracia

## 2018 BRADY POLICE STRENGTH/STAFFING (CON'T)

### COMMUNICATIONS DIVISION – VACANT (POSITION FROZEN-TAC)

- Brenda Fairchild
- Jasmine Ables
- Rae Lynn Armke
- Victoria Hernandez
- Vacant

### KEEPER OF RECORDS – GRANT HALL

### EVIDENCE TECHNICIAN/COMMUNICATIONS OFFICER – VACANT

## 2018 CRIME SUMMARY – FELONY OFFENSES

	Incidents	Arrests	Clearance Rate
• ASSAULT (FV)	6	6	100%
• ASSAULT (DW)	3	3	100%
• ASSAULT (PS)	0	0	-----
• THEFT	9	1	11%
• THEFT (FIREARMS)	5	1	20%
• THEFT (AUTOMOBILE)	8	2	25%
• BURGLARY (HABITATION)	4	0	15%
• BURGLARY (BUILDING)	5	0	0%
• FORGERY (FI)	0	0	11%
• DWI (3 <sup>RD</sup> OR MORE)	4	4	100%

## 2018 CRIME SUMMARY – FELONY OFFENSES (CON'T)

	Incidents	Arrests	Clearance Rate
• POSSESSION (CS)	62	62	100%
• MAN/DEL (CS)	3	3	100%
• DEADLY CONDUCT	1	1	100%
• POSS/MARIJUANA (>4oz)	0	0	----
• *OTHER (SEE BELOW)	21	19	90%

\* **Other** – Unlawful Possession of a Firearm by a Felon (5), Prohibited Substance in a Correctional Facility (3), Unlawful Use of an Electrical Device (2), Tampering with Physical Evidence (2), Harassment of a Public Servant, Fail to Stop and Render Aid, Unlawful Possession of Body Armor by a Felon, Terroristic Threat: Family/Household, Terroristic Threat: Impair Public Service, Sexual Assault, Publishing Intimate Visual Material, Abandon/Endanger a Child, Prohibited Weapon, Unlawful Use of an Electronic Device

## 2018 CRIME SUMMARY – MISDEMEANOR OFFENSES

	Incidents	Arrests	Clearance Rate
• ASSAULT (FV)	13	13	100%
• ASSAULT (BI)	3	3	100%
• CRIMINAL TRESPASS	4	4	100%
• CRIMINAL MISCHIEF	12	5	42%
• THEFT	18	2	11%
• DWI (2 OR LESS)	7	7	100%
• ALCOHOL LAW VIOLATIONS	0	0	----
• POSSESSION (CS)	0	0	----
• POSSESSION MJ<2OZ	40	40	100%

## 2018 CRIME SUMMARY – MISDEMEANOR OFFENSES (CON'T)

	Incidents	Arrests	Clearance Rate
• POSSESSION (DD)	1	1	100%
• DWLI/DWLS	4	4	100%
• *OTHER (SEE BELOW)	27	27	100%

\* **Other** – Evading Arrest/Detention (7), Resisting Arrest (4), Violate Bond/Protective Order (3), Terroristic Threat (3), Unlawful Carrying of a Weapon (2), Failure to Identify (2), Duty Upon Striking/Fixture, Public Lewdness, Indecent Exposure, Silent/Abusive Calls to 911, Racing on Highway, Prohibited Weapon

**Non-Traffic Related Citations Issued:** Public Intoxication (22), Class C Theft (16), Class C Assault/DOC-Fighting in Public (5), Alcohol Violations (13), Possession of Drug Paraphernalia (19), Curfew Violations (2)

# 2016 -18 OVERVIEW (CASES AND CRASH REPORTS)

2018

121 Felony Cases (-9%)

155 Misdemeanor Cases

Total: 276 Cases

Crash Reports: 87

2017

130 Felony Cases

204 Misdemeanor Cases

Total: 334 Cases

Crash Reports: 107

2016

90 Felony Cases

221 Misdemeanor Cases

Total: 311 Cases

Crash Reports: 110

PERSONS CRIMES	332	TRAFFIC DIRECTION	110
PROPERTY CRIMES	444	CLOSE PATROLS	1,211
NARCOTICS CRIMES	98	CIVIL MATTERS	382
DISTURBANCES	678	JUVENILE CALLS	75
FELONY ARRESTS	134	CRASH INVESTIGATIONS	165
MISDEMEANOR ARRESTS	147	WELFARE CONCERNS	334
SUSP. PERSONS/VEHICLE	792	INFORMATION	602
FELONY WARRANTS SERVED	73	COURT	32
MISD. WARRANTS SERVED	53	CITATIONS	464
DWI	9	WARNINGS	608
ALARMS	130	BUILDING CHECKS	2,743
AGENCY ASSIST	362	MISC. INCIDENTS	1,769
PUBLIC ASSIST	229	SUPPLEMENTS	102
ESCORTS	86	FOLLOW-UPS	291
ANIMAL CALLS	144	REPORTS	390

## 2018 TOTALS

# ANIMAL CONTROL – 2018 TOTALS

FERAL CATS HANDLED	75	QUARANTINE	6
STRAY DOGS HANDLED	222	DANGEROUS DOG	0
STRAY CATS HANDLED	12	BITE REPORTS	11
OWNER SURRENDER/DOGS	37	EUTHANIZED	165
OWNER SURRENDER/CATS	0	ANIMALS HIT BY VEHICLE	3
OWNER RECLAIMS	54	RESCUE PULL	77
SHELTER INTAKE	344	WILDLIFE	15
CITATIONS ISSUED	2	WARNINGS ISSUED	89
CALLS FOR SERVICE	332		



# BRADY POLICE DEPARTMENT 2018 RACIAL PROFILING REPORT

CHIEF STEVE THOMAS

# 2018 TOTALS: ALL MOTOR VEHICLE CONTACTS

Contacts: 626/633   Citations: 203   Written Warnings: 361   Verbal Warnings: 69

Arrests: 3 (Violation of Texas Penal Code)

## BREAKDOWN BY ETHNICITY

Caucasian/White: 420/67%	Hispanic/Latino: 177/28%	African American: 24/4%	
*Middle Eastern: 1	Asian or Pacific Islander: 4	Alaska Native/American Indian: 1	

## RACE KNOWN PRIOR TO STOP?

Yes - 25	No - 601
----------	----------

## SEARCH CONDUCTED?

Yes - 38	No - 588
----------	----------

## SEARCH CONSENSUAL?

Yes - 27	No - 11
----------	---------


## CONTRABAND LOCATED?

Yes - 10	No - 28
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# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7. A
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding review of FY2019 electric division improvements proposed and completed.		
<b>PREPARED BY:</b>	S. Miller/J. Solis	<b>Date Submitted:</b>	2-12-2019
<b>EXHIBITS:</b>	Presentation document		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>		\$0.00
	<b>Budget Amount Available:</b>		\$0.00
	<b>Appropriation Required:</b>		\$0.00
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b>	<p>Due to questions asked by Council Members on February 19, staff will present a review of the FY2019 electric division improvements. A presentation will include a summary of expenses to date, proposed expenses, and pictures of typical examples of new poles / cross arms and targeted deteriorated poles / cross-arms.</p>		
<b>RECOMMENDED ACTION:</b>			
<p>Recommendation is to continue and amend FY2019 electric division improvements as presented.</p> <p>No action required on this item.</p>			



# FY2019 Electric Capital Jobs

Walnut Street OH Power Line


City Poles and X-Arms Replacement Program

Storm-Damaged Poles at Brady Lake Dam

## FY2019 Projects

FY2019 Budgeted Projects	Replace Walnut Street Overhead Power Line	Replacement of Poles & Cross-Arms - City Wide	Storm-Damaged Poles at Brady Lake
\$400,000	\$300,000	\$50,000	\$50,000
LCRA Design Services	(\$60,000)		
Techline companies			(\$33,300)
Remaining Balance	\$240,000	\$50,000	\$16,700

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

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7. B
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding approval of construction improvements in the amount of <b>\$139,260.56</b> for "Airport Overhead Powerline" Section 2 and award of <i>Techline Construction, LLC</i> (equipment & labor) in the amount of <b>\$96,863.77</b> ; and <i>Techline, Inc.</i> (material) in the amount of <b>\$42,396.79</b> .		
<b>PREPARED BY:</b>	S. Miller/J. Solis/L. Remini	<b>Date Submitted:</b>	2-25-2019
<b>EXHIBITS:</b>	Pricing Tabulations Airport Line Section 2 Job Limits Sketch		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$139,260.56	
	<b>Budget Amount Available:</b>	\$240,000.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>			

<b>SUMMARY:</b>
<p>Item 7.A should address City Council questions from February 19, 2019 meeting about other electric capital projects underway this year. North Walnut construction project will be considered in FY2020 budget talks.</p> <p>FY2019 budget approved an electric distribution capital improvement for N Walnut Street Overhead (OH) Power Line in the amount of <b>\$300,000.00</b>. However, design engineering services for N Walnut OH improvements, recently awarded to LCRA at <b>\$60,000.00</b> (PO#14-02224) indicates the construction cost estimate is expected to exceed the remaining available budget of <b>\$240,000.00</b>. In light of this, city staff is requesting to retain the N. Walnut Street OH power line project plans and address possible construction in budget year 2020.</p> <p>Further, staff has determined that without completion of the "Airport Line" Section 2, the city's capital project investment of the "Airport Line" Section 1 will not be fully realized for serving both Curtis Field and LoadCraft company and intervening customers. Last fiscal year Airport Section 1 was completed that extended from US190E north to South Ave. along US377N, which represented one-half of the entire Airport Powerline improvement project.</p> <p>Therefore, staff requests that the city utilize some of the remaining capital funding available in FY2019 and award <i>Techline Construction, LLC</i> (\$96,863.77) and <i>Techline, Inc.</i> (\$42,396.79) to complete the Airport Section 2 Overhead Powerline improvements.</p> <p>The city is a recipient of pre-approved bidding services through LCRA as part of a wholesale power customer service agreement that provides for power contractor services and material consignment pricing to a pre-qualified company, i.e., <i>Techline Construction, LLC</i> (equipment &amp; labor) and <i>Techline, Inc.</i> (material)</p>

<b>RECOMMENDED ACTION:</b>
Approve to complete the "Airport Line" Section 2 and award <i>Techline Construction, LLC</i> (equipment & labor) in the amount of <b>\$96,863.77</b> and award <i>Techline, Inc.</i> (material) in the amount of <b>\$42,396.79</b> for a total of <b>\$139,260.56</b> combined.

## Airport Line Section 2



February 14, 2019

1:17,129

0	0.13	0.25	0.5 mi
1.17, 1.23			

A vertical scale bar with tick marks at 0, 0.23, 0.45, and 0.9 km.

Esri, HERE, Garmin, INCREMENT P, NGA, USGS

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City of Brady & BIS Consulting - [www.bisconsultants.com](http://www.bisconsultants.com)

**2018 ELECTRICAL SYSTEM IMPROVEMENT: AIRPORT FEED REBUILD – SECTION 2**

<b><u>PRICE SUMMARY &amp; ADJUSTMENTS</u></b>		
Construction Code I : Retire Units, WIRE	<b>\$10,162.98</b>	
Construction Code N : New Construction Units, WIRE	<b>\$14,055.83</b>	
Construction Code I : Retire Units	<b>\$13,483.82</b>	
Construction Code N : New Construction Units	<b><u>\$20,381.14</u></b>	
	<b>\$58,083.77</b>	SUBTOTAL(1)
UNDERGROUND	<b><u>\$35,780.00</u></b>	
	<b>\$93,863.77</b>	SUBTOTAL(2)
	<b><u>\$3,000.00</u></b>	MOBILIZATION
LABOR AND EQUIPMENT	<b>\$96,863.77</b>	TOTAL

Price Offering Initial OWP

Techline Construction, LLC

**FINAL COMPLETION DATE FOR ALL IMPROVEMENTS SHOWN AND LISTED HEREIN IS 120 DAYS FROM NOTICE-TO-PROCEED, A MUTUALLY AGREED START DATE. Upon Notice-of Award the Contractor agrees to complete all BID requirements and to submit insurance certificate and bonding documents within ten (10) calendar days of notice of receipt.**

Herewith submitted by:

DON LAWYER  
Contractor Name (printed)

Don Lawyer President


Contractor Authorized Signature & Title

	<i>Techline Inc.</i>	<i>Coby Randolph</i>					
<i>Catalog Number</i>	<i>Description</i>	<i>Quantity</i>	<i>UOM</i>	<i>Price</i>	<i>Leadtime</i>	<i>Total</i>	
STB096H12602	Crossarm, Tangent Fiberglass 3.5" x 4.5" x 8'	20	each	\$ 110.00	Stock	\$ 2,200.00	
HD8096G12242	Crossarm, Deadend Fiberglass 8'	7	each	\$ 168.00	Stock	\$ 1,176.00	
C8812	Bolt, Machine 5/8" x 12"	100	each	\$ 1.34	Stock	\$ 134.00	
GCW41	Washer, Curved Cast 4" x 4"	175	each	\$ 3.64	Stock	\$ 637.00	
C3512	Locknut, MF 5/8" Curved	200	each	\$ 0.26	Stock	\$ 52.00	
C881P	Pin, Crossarm 1" x 5" Nylon Head	45	each	\$ 5.58	Stock	\$ 251.10	
C2199P	Pin, Pole Top 20" with 1" Nylon Thread	20	each	\$ 7.99	Stock	\$ 159.80	
3665	Insulator, Pin Type, F-Neck ANSI 55-4	71	each	\$ 3.10	Stock	\$ 220.10	
C7743	Bolt, Single Uoset 5/8" x 12"	21	each	\$ 5.50	Stock	\$ 115.50	
5101	Insulator, Spool 3" ANSI 53-2	30	each	\$ 0.71	Stock	\$ 21.30	
C29962	Bolt, Ovaleye 5/8" x 12"	15	each	\$ 3.44	Stock	\$ 51.60	
C0352	Clevis, Swinging J-6, J-7 & J-11	10	each	\$ 4.24	Stock	\$ 42.40	
A010250215	Insulator, PD-25 25kV Polymer Deadend Suspension	25	each	\$ 10.97	Stock	\$ 274.25	
WTR0212	Tie, Wraplock 1/0 ACSR F-Neck	84	each	\$ 5.54	2 Weeks	\$ 465.36	
ADEZ47N	Shoe, Deadend Aluminum Straight Line #6 - 2/D	15	each	\$ 7.69	2 Weeks	\$ 115.35	
#6SSD9C-25#SPL	Wire, Copper #6 Solid Bare 25# Spool = 315 feet	75	lbs	\$ 3.71	Stock	\$ 278.25	
WR189	Connector, H-Tap 1/0 - #6 Compression	50	each	\$ 0.37	Stock	\$ 18.50	
C710-112PB	Cutout, 100 Amp 15kV With Bracket	12	each	\$ 71.39	Stock	\$ 856.68	
2137097324	Arrester, PDV-100 Optima 10kV With Cap & Crossarm	12	each	\$ 31.10	Stock	\$ 373.20	
C206-0299	Bracket, Polemount "D" Cutout/Arrester	6	each	\$ 28.14	Stock	\$ 168.84	
GP100	Plate, Pole Bottom Ground Copper 7-1/2"	15	each	\$ 4.13	Stock	\$ 61.95	
G5	Clamp, Ground Rod 5/8" #2 STR - #10SOL Copper	7	each	\$ 0.99	Stock	\$ 6.93	
615880SP25	Rod, Ground 5/8" x 8' Copper Clad 10 MIB	7	each	\$ 8.83	Stock	\$ 61.81	
6H3	Connector, Split Bolt Copper #6-#10 Solid	20	each	\$ 0.94	Stock	\$ 18.80	
#6SOL-TRW-250'SPL	Wire, #6 Solid Copper Transformer Riser	250	feet	\$ 0.51	Stock	\$ 127.50	
2744713007	Bracket, Arrester Tank Mount With 3/4" Hardware	6	each	\$ 12.66	Stock	\$ 75.96	
CR3CA48	Bracket, 3 Phase Curved Equipment Mount Cutout/Arrester	3	each	\$ 163.39	Stock	\$ 490.17	
1025-497290-000	Transformer, 25KVA 7200 120/240 2 Bushing, No Taps	2	each	\$ 867.00	Stock	\$ 1,734.00	
1015-497289-000	Transformer, 15KVA 7200 120/240 2 Bushing, No Taps	3	each	\$ 671.00	Stock	\$ 2,013.00	
7652541/0	Kit, Cold Shrink Terminator, 150kV BIL, 4-Skirt #1/0	6	each	\$ 66.00	Stock	\$ 396.00	
59013N	Mold, Riser Pole 3" HD Schedule 40	6	each	\$ 60.00	2 Weeks	\$ 360.00	
E938NRR	Boot, Vented 4" x 6"	2	each	\$ 110.00	2 Weeks	\$ 220.00	
AH15022019E	Clamp, Aluminum Stirrup #8 - 2/D 1 U-Bolt, #1 Ball	12	each	\$ 10.40	Stock	\$ 124.80	
BC20	Clamp, Hotline Bronze Body, #8 - 2/D	12	each	\$ 8.57	Stock	\$ 102.84	
RAVEN-8858NRR	Wire, ACSR 1/0 6/1 Bare Aluminum Conductor	3,540	lbs	\$ 1.72	Stock	\$ 6,088.80	3,540 lbs = 24,380 feet
P200SCH40BLACK 3000'RL	Duct, 2" Schedule 40 Black 1.130# Pull Tape 3000' Reel	3,000	feet	\$ 0.66	Stock	\$ 1,980.00	
1/C-#1/OAL-220-FCN	Wire, 1/0 URD Primary Aluminum 220MIL 15kV TRXLPE	5,000	feet	\$ 2.00	Stock	\$ 10,000.00	2,500 feet per reel
C9167	Staple, Copperweld 3-1/2" x 3/8" x .162	50	lbs	\$ 9.80	Stock	\$ 490.00	
45CL2-CREO	Pole, Wood 45' Class 2 Creosote	1	each	\$ 545.00	2-3 Weeks	\$ 545.00	
45CL3-CREO	Pole, Wood 45' Class 3 Creosote	16	each	\$ 471.00	2-3 Weeks	\$ 7,536.00	
40CL3-CREO	Pole, Wood 40' Class 3 Creosote	6	each	\$ 392.00	2-3 Weeks	\$ 2,352.00	
						\$ 42,396.79	
Pricing is in accordance to the LCRA Material Acquisition Contract Number 3783							

*Coby Randolph* 2.11.19

Aiport Section 11 Job

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

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7. C
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding Resolution 2019-013 revising the procedure and process for disposal of Surplus Brady Volunteer Fire Department Equipment as outlined in Resolution 2010-004.		
<b>PREPARED BY:</b>	Lisa Remini	<b>Date Submitted:</b>	2-25-2019
<b>EXHIBITS:</b>	Resolution 2019-013		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$0	
	<b>Amount Budgeted:</b>	\$0	
	<b>Appropriation Required:</b>	\$0	
<b>CITY MANAGER APPROVAL:</b>			

**SUMMARY:**

A Resolution was passed by City Council in March 2010 to establish a communication process with the BVFD concerning the disposal of BVFD assets.

In a recent review of Resolution 2010-004, Council recommends that the process require written communication.

**RECOMMENDED ACTION:**

Move to approve Resolution 2019-013 revising the procedure and process for disposal of Surplus Brady Volunteer Fire Department Equipment.

**RESOLUTION 2019 - 013**

**RESOLUTION AMENDING THE PURCHASING AND FIXED ASSET POLICY  
FOR THE CITY OF BRADY**

**WHEREAS**, the City Council of the City of Brady adopted Resolution 2010-004 to amend its purchasing policy concerning the disposition of surplus property originally acquired from the Brady Volunteer Fire Department; and

**WHEREAS**, the City Council of the City of Brady desires to adopt a *Standard Operating Procedure (SOP) Policy for Disposal of Surplus and Salvage* concerning the disposition of surplus property; and

**WHEREAS**, the City Council of the City of Brady desires to rescind Resolution 2010-004 and adopt a revised procedure for handling disposition of surplus property originally acquired from the Brady Volunteer Fire Department; and

**WHEREAS**, the City Council of the City of Brady determines that the following amendments are in the best interest of the city;

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

The purchasing policy and fixed asset policy be amended by adding the following provision in the sections entitled "Property Salvage and Disposal" and "Disposition of Fixed Assets" and include in the newly adopted *Standard Operating Procedure (SOP) Policy for Disposal of Surplus and Salvage*:

**"Disposition of property originally acquired from the Brady Volunteer Fire Department"**

*If the surplus property was originally acquired from the Brady Volunteer Fire Department, the Purchasing Agent shall notify, in writing, the President of the Board of the Brady Volunteer Fire Department that the property is surplus and will be scheduled for disposal. Once notification is provided, the President of the Board of the Volunteer Fire Department shall have up to 30 days to provide written authorization to the City Purchasing Agent, that the property may be salvaged or request the property be returned to the Brady Volunteer Fire Department. If the Brady Volunteer Fire Department does not provide written authorization within the 30-day period, the disposal of the property shall be in accordance with the procedure under this policy.*

**APPROVED AND EXECUTED THIS 5<sup>th</sup> day of March 2019.**

---

Tony Groves, Mayor


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

Tina Keys, City Secretary

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7. D
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding Resolution 2019-006 adopting a City Standard Operating Procedure (SOP) Policy for Disposal of Surplus and Salvage.		
<b>PREPARED BY:</b>	Lisa Remini	<b>Date Submitted:</b>	2-25-2019
<b>EXHIBITS:</b>	Resolution 2019-006 SOP – Disposal of Surplus and Salvage		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>		\$0
	<b>Amount Budgeted:</b>		\$0
	<b>Appropriation Required:</b>		\$0
<b>CITY MANAGER APPROVAL:</b>			

#### SUMMARY:

There are no statutes expressly concerning the procedures for the disposition of a city's salvage and surplus personal property. Therefore, the precise manner in which a city may dispose of any particular personal property may depend on local policies.

Staff has prepared a written procedure guide that coordinates with directives established in the City's Purchasing and Fixed Asset Policies and sets a routine to promote transparency in disposal of city assets.

Recommended changes by the Council have been updated since last presentation on 2-19-19.

#### RECOMMENDED ACTION:

Move to approve Resolution 2019-006 establishing a Standard Operating Procedure Policy for disposal of city surplus and salvage.

**RESOLUTION NO. 2019 - 006**

**A RESOLUTION OF THE CITY OF BRADY, TEXAS  
TO ADOPT THE CITY OF BRADY STANDARD OPERATING PROCEDURE –  
DISPOSAL OF SURPLUS AND SALVAGE POLICY**

**WHEREAS**, the City Staff wishes to establish a Standard Operating Procedure (SOP) Policy to promote a transparent method of disposing the city's surplus and salvage assets; and

**WHEREAS**, the City wishes to proceed with adopting the SOP – Disposal of Surplus and Salvage Policy; and

**WHEREAS**, the City Charter requires City Council to set policy by resolution.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Brady, Texas:

The City of Brady SOP – Disposal of Surplus and Salvage Policy is hereby approved and adopted.

**PASSED AND APPROVED** this the 5th day of March 2019.

\_\_\_\_\_  
Anthony Groves, Mayor

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

CITY OF BRADY		
ADMINISTRATIVE PROCEDURES		
SUBJECT: <b>Standard Operating Procedure (SOP) - Disposal of Surplus and Salvage</b>	EFFECTIVE DATE:  <b>3-5-2019</b>	REVISED DATE:
APPROVED:	Resolution No.: 2019-006	

### **INTRODUCTION:**

The purpose of this standard operating procedure (SOP) is to establish a process for proper disposal of City owned assets which is considered excess to the City's needs. This SOP does not include the sale of land only.

### **POLICY STATEMENT:**

This SOP is intended to create a process that is transparent to the community and maximize the return on investment. To properly document the disposal method of assets that are not needed for either City or public use within the foreseeable future.

### **DEFINITIONS**

**Asset** – A tangible item of value that may include furniture, fixtures, equipment, vehicles, computer hardware, or buildings.

**Capital Asset** – a fixed asset that meet the capitalization purchase threshold of \$5,000 or greater.

**Online Auction** – The process by which, the public has the opportunity to purchase an asset at the highest price over the internet.

**Public Auction** – The process by which, the public has the opportunity to purchase an asset at the highest price.

**Real Estate** – Real property that includes land along with anything permanently affixed to the land such as buildings. For this category real estate includes infrastructure.

**Surplus & Salvage** – An Asset including movable equipment or supplies that a Department/Division determines to be obsolete or unusable.

## **OBJECTIVES:**

Produce some guiding principles for ensuring employees utilize proper management of city assets during the disposal process.

1. To establish a consistent methods of disposal of City assets for all City Departments/Divisions;
2. To identify and clarify an employee's involvement in the disposal of City assets;
3. To define and standardize the methods of disposal;
4. Finance Department's role in the monitoring and documentation of the disposal of all City assets;
5. That the City makes every effort to repurpose, obtain value for, or sell of an asset to limit accumulation of unneeded City property;
6. To provide for financial accountability.

## **PROCEDURES:**

### **Disposition of City property other than scrap metal:**

1. A request for disposal must be generated by the Division supervisor by completing a Surplus & Salvage Property Form (Exhibit 1) and submit the request to Finance for the initiation of disposal.
2. The supervisor is required to complete as much information as possible on the Surplus & Salvage Property Form to accurately identify and describe the property being disposed to include pictures.
3. If the asset is a capital asset, Finance will record the Incode System fixed asset number in the "Finance Department Only" area noted on the Surplus & Salvage Property Form. (Exhibit 1)
4. The disposition method for City property will be determined based on the guidelines outlined in the Fixed Asset Policy section VIII. Disposition of Fixed Assets, and the Purchasing Policy.
5. Once Finance has confirmed the list of City property for disposal a memorandum will be created for each Department and will require the final approval of disposition by the Department Head and City Manager.
6. If not approved by Council in the City's Budget document, a formal request giving the City Manager the authority to dispose of confirmed city surplus property in the manner most advantageous to the City will be presented to Council prior to any disposal. Council shall also approve the property presented is surplus and the method of disposal.
7. The schedule for the disposal of City assets will be circulated yearly on the Purchasing – Inventory – Budget Calendar provided by Finance at the beginning of the budget year (month of October). This timeline is important to ensure that Finance has the opportunity to:

- a. Research each item for proper identification and classification;
  - b. Obtain all identifying information from the City's Software (Incode) System;
  - c. Confirm that required documentation is available to include titles and certificates of origin;
  - d. Provide sufficient electronic copies of pictures needed to download onto the online auction website;
8. The primary method of disposal will be by online auction ([www.publicsurplus.com](http://www.publicsurplus.com)) unless otherwise specified by the Department and approved by the City Manager, which can include; public auction, trade-in, donation, recycled or waste management.
  9. Finance is responsible for conducting the online auction, monitoring the process and completing the required paperwork for the final disposition of City property.
  10. All records will be maintained by the Finance Department.

#### **Disposition of scrap metal**

Divisions are responsible for taking scrap metal collected from the following but not limited to; inoperable equipment, broken parts; old street signs; wire and cable from worksites; scrap metal abandon on city facilities, streets or right-of-ways.

1. A picture must be taken of all scrap metal that is taken to the local recycling facility or other approved recycling facility.
2. Recycling facility must provide you with a purchase ticket, cash amount of the sale or company check.
3. The pictures, purchase ticket, cash amount or company check must be turned in to the Purchasing Agent for deposit. All documentation will be filed for record and review.
4. Once the deposit is completed by the City's Cash Clerks, a copy of the receipt will be returned to the Division for confirmation of deposit.
5. Finance will request a quarterly report from the local recycling facility for confirmation of receipt.
6. Any discrepancies will be reported immediately to the Finance Director.

#### **Disposition of property originally acquired from the City of Brady Volunteer Fire Department Revised by Resolution 2019-013**

If the surplus property was originally acquired from the City of Brady Volunteer Fire Department, the Purchasing Agent shall notify in writing the President of the Board of the Volunteer Fire Department that the property is surplus and will be scheduled for disposal. Once notification is provided, the President of the Board of the Volunteer Fire Department shall have up to 30 days to provide written authorization to the City Purchasing Agent that the property be salvaged or request the property be returned to the Volunteer Fire Department. If the Volunteer Fire Department does

not provide written authorization within the 30-day period, the disposal of the property shall be in accordance with the procedure under this policy.”

**DEPARTMENT RESPONSIBILITIES:**

1. Department Heads are responsible for timely enforcement of this SOP.
2. Ensure that employees are aware and understand the procedures for disposal.
3. Communicate with all City Departments and Purchasing Agent to determine if the asset could be re-purposed to another Department/Division before submitting a request for disposal.

**DIVISION RESPONSIBILITIES:**

1. Employees must obtain approval from supervisor on the sale of scrap metal.
2. Ensure that property is removed from inside the asset (vehicle or equipment) before submitting for disposal, for example;
  - a. Fire extinguishers
  - b. First aid kits
  - c. Flashlights
  - d. Other miscellaneous items
3. All City decaling is removed from the City asset.
4. Inspect and remove all trash from inside the asset.

**COMPLIANCE:**

Employees shall comply with this SOP or policy and any subsequent SOP, policy or guidelines issued by the City Manager. Violations of this policy may subject an employee to disciplinary action up to and including indefinite suspension/termination. These responsibilities are to be included in the designated individual's performance evaluation.

## EXHIBIT 1



## SURPLUS &amp; SALVAGE PROPERTY FORM

Department: \_\_\_\_\_ Division: \_\_\_\_\_

Main Contact: \_\_\_\_\_ Contact number: \_\_\_\_\_

Pick-up location: \_\_\_\_\_

Description of Property: Include type of asset, year, make model, brand, tonnage, capacity, horsepower, gallons, extra accessories, etc....

--

(for supplies attached a list of items)

Equipment/vehicle Unit No.: \_\_\_\_\_ VIN No.: \_\_\_\_\_ License No.: \_\_\_\_\_

(last 5 digits)

Mileage/hours: \_\_\_\_\_ Serial No: \_\_\_\_\_

Condition: (Circle one)

Excellent	Good	Fair	Poor
-----------	------	------	------

Working Condition: (Circle one)

Operable	Inoperable	Unknown
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Known problems/missing parts:

--

Reason for disposal: (Circle one)

Age	Obsolete	Maintenance Cost	Other
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Document other: \_\_\_\_\_

Fair Market Value: \$ \_\_\_\_\_

(Provide documentation to support the FMV )

PICTURES MUST BE EMAILED IN ORDER TO DOWNLOAD INTO THE ONLINE AUCTION WEBSITE

## FINANCE DEPARTMENT ONLY:

Fix Asset: Yes No Fix Asset Transfer: Yes No

Fix Asset Number: \_\_\_\_\_

Disposition Method: (Circle one)

Internal Transfer	Public Auction	On-line Auction	Trade-in	Recycled	Waste
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Auction Number: \_\_\_\_\_ Posted Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Final salvage value: \_\_\_\_\_

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7.E
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding approval to purchase one 2019 Chevrolet 1500 Silverado Crew Cab with specifications specific for law enforcement vehicles from Caldwell Country and approve <b>Resolution 2019-014</b> to finance the vehicle purchase with Government Capital Corporation for a total principal amount not to exceed \$39,810.		
<b>PREPARED BY:</b>	Lisa Remini	<b>Date Submitted:</b>	2-25-2019
<b>EXHIBITS:</b>	Resolution 2019-014 Financing Quote Quote from BuyBoard provider Caldwell Country		
<b>BUDGETARY IMPACT:</b>			
Capital purchase and Debt Service expense	<b>Required Expenditure:</b>	\$44,417.00	
	<b>Amount Budgeted:</b>	\$51,000.00	
	<b>Appropriation Required:</b>	\$0.00	
<b>CITY MANAGER APPROVAL:</b>			

<b>SUMMARY:</b>	<p>Attached is the contract pricing worksheet from Caldwell Country a BuyBoard provider under contract number 521-16. The new vehicle will be used to provide a safe and efficient level of service in the community, and will be utilized in the Brady Police Department patrol vehicle fleet. The new vehicle will replace a decommissioned 2010 Crown Victoria that is inoperable and will be auctioned to obtain maximum value (\$1,000 to \$3,000).</p> <p>The FY 2019 Budget approved a purchase cost up to \$43,000 for the vehicle and debt service expense at \$8,000.</p> <p>Staff requested Government Capital Corporation and Frost Bank to bid on the financing. Frost Bank did not respond. Government Capital Corporation offered a finance contract for a term of 48 months at 4.994%, requiring a lien on tax and other lawful revenues. Total debt service for FY19 will be \$4,607.</p>
-----------------	--

<b>RECOMMENDED ACTION:</b>	<p>It is recommended that City Council approve to purchase a) Chevrolet 1500 Silverado Crew Cab with specifications specific for law enforcement vehicles from Caldwell Country and approve Resolution 2019-014 to enter into a finance contract with Government Capital Corporation, providing vehicle funding, for a total principal amount not to exceed \$39,810.00.</p>
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**RESOLUTION #** 2019-014

**A RESOLUTION REGARDING A FINANCING AGREEMENT FOR THE  
PURPOSE OF PROCURING A "POLICE VEHICLE AND RELATED EQUIPMENT"**

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

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

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

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

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

**Section 4.** That should the need arise, if applicable, the City will use loan proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended

This Resolution has been PASSED and APPROVED by the Council of the City of Brady in a meeting held on \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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



February 22, 2019

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

Dear Mrs. Remini,

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

ISSUER:	City of Brady, Texas
FINANCING STRUCTURE:	Public Property Finance Contract issued under Local Government Code Section 271.005
EQUIPMENT COST:	\$ 39,810.00
TERM:	48 Monthly Payments
INTEREST RATE:	4.994%
PAYMENT AMOUNT:	\$ 921.40
PAYMENTS BEGINNING:	May 15, 2019, monthly thereafter

**Financing for these projects would be simple, fast and easy since:**

- ✓ We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.
- ✓ No liens on the equipment.
- ✓ Deferred first payment.

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

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

With Best Regards,

**Drew**

Drew Whittington  
Client Services  
Main: 817-421-5400

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

QUOTE# 00AA-CAPQ47692

## CONTRACT PRICING WORKSHEET

End User: CITY OF BRADY	Contractor: CALDWELL COUNTRY
Contact Name: CAPT. LUPE CARRIZALES DORSEY BUSTAMANTE	CALDWELL COUNTRY
Email: LCARRIZALES@BRADYTX.US DBUSTAMANTE@BRADYTX.US	Prepared By: Averyt Knapp
Phone #: 325-597-2121 325-597-2244 (X-203)	Email: aknapp@caldwellcountry.com
Fax #:	Phone #: 979-567-6116
Location City & State: BRADY, TX	Fax #: 979-567-0853
Date Prepared: JANUARY 31, 2019	Address: P. O. Box 27, Caldwell, TX 77836
Contract Number: BUY BOARD #521-16	Tax ID # 14-1856872
Product Description: 2019 CHEVROLET 1500 SILVERADO 4X2 CREW CAB SSV SWB CC15543	

A Base Price &amp; Options:

\$39,410

B Fleet Quote Option:

Code	Description	Cost	Code	Description	Cost
	LH SPOTLIGHT, 4X2-CREW CAB, SSV, 5.3L-V8, 6-SPD AUTOMATIC, LOCKING REAR AXLE DIFFERENTIAL, 40-20-40 CLOTH SEATS FRONT/VINYL REAR BENCH, FULL RUBBER FLOOR, AIR CONDITION, AMFM-STEREO MYLINK W/BLUETOOTH, TILT, CRUISE, POWER WINDOWS, POWER LOCKS, POWER MIRRORS, KEYLESS ENTRY, DEEP TINT GLASS, TOW HOOKS FRONT, AUX EXTERNAL TRANSMISSION OIL COOLER, 170 AMP ALTERNATOR, CARGO BOX LED LIGHTING W/IN-CAB SWITCH, REMOTE LOCKING TAILGATE, POWER OUTLET 120-VOLT A/C, SHORT BOX, REAR STEP BUMPER, OEM REAR VISION CAMERA, LEGEND GRILLE GUARD, UPPER FRONT TWO PIECE UNIT, 5-INNER EDGE FST/RST SOLO RED (DS), 5-INNER EDGE FST/RST SOLO BLUE (PS), DOMINATOR 8 SUPER-LED 4R/4B (REAR WINDOW),	INCL			

	DOMINATOR ANGLE MOUNT BRACKET, CENCOM SAPPHIRE SIREN SYSTEM, SA315P SPEAKER BLACK PLASTIC, SA315 MOUNT KIT UNIVERSAL, MOTOROLA APX4500 VHF, UNDERCOVER SE LID, 18" ENCLOSED 10" HIGH CONSOLE, 1- PIECE EQUIPMENT MOUNTING BRACKET 4" MOUNTING SPACE FITS WHELEN, 1-PIECE EQUIPMENT MOUNTING BRACKET 3" MOUNTING SPACE FITS MOTOROLA APX 4500, 2" FACE PLATE -USB READER AND 12V OUTLET, TUNNEL MOUNT ASSEMBLY, ARMREST FOR TOP MOUNT CONSOLE, LARGE PAD, INTERNAL CUP HOLDERS, DECKED TRUCK SYSTEM, DECKED LOCKS SET OF TWO, DECKED DRAWER DIVIDERS, SET OF FOUR, 2 6-HEAD FUSE BLOCK W/PILOT INDICATOR LIGHTS, CAP FLEET WIRING HARNESS, TOTAL INSTALL				
	GM WARRANTY 5YR/100,000 MILES POWERTRAIN @ N/C	INCL		CALDWELL COUNTRY PO BOX 27 CALDWELL, TEXAS 77836	
Subtotal B					INCL
C Unpublished Options					
Code	Description	Cost	Code	Description	Cost
Subtotal C					
D Other Price Adjustments (Installation, Delivery, Etc...)					
Subtotal D					INCL
E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)					\$39,410
Quantity Ordered					1
Subtotal E					\$39,410

<b>F Non-Equipment Charges (Trade-In, Warranty, Etc...)</b>	
<b>BUY BOARD</b>	<b>\$400</b>
<b>G. Color of Vehicle: WHITE</b>	<b>\$39,810</b>
<b>H. Total Purchase Price (E+F)</b>	
<b>Estimated Delivery Date:</b>	<b>120-150 DAYS APPX</b>

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	3/5/2019	<b>AGENDA ITEM</b>	7. F
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding the renewal of Dodge Heights Addition existing lease agreements that are expiring in February and March 2019 and a proposed schedule of replatting.		
<b>PREPARED BY:</b>	Dennis Jobe	<b>Date Submitted:</b>	2/26/2019
<b>EXHIBITS:</b>	Attachment A		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$0.00	
	<b>Amount Budgeted:</b>	\$0.00	
	<b>Appropriation Required:</b>	\$0.00	
<b>CITY MANAGER APPROVAL:</b>			

#### SUMMARY:

Staff is recommending that the leases of Dodge Heights Addition that are expiring be extended for one (1) year to allow for time to replat and have new leases drafted similar to those approved by Council for the Davee Addition.

Schedule: 1. Approve the existing leases for those expired with a change in fee and time frame.

2. Schedule a Town Meeting with the lessors and discuss options and general census of what is most beneficial to both parties. (March, April 2019).

3. Start the replat process to allow for ½ acre lots and remove the City from leasing land. (Mid Summer early Fall 2019).

4. Appraisal of replatted lots. (September 2019)

5. New Leases drafted to sell the lots. (October, November 2019)

Note: the extension of two (2) years was requested by the current lessors.

#### RECOMMENDED ACTION:

It is recommended that City Council direct staff as discussed.

# Lake Lot Leases

## Attachment A

### Dodge Heights

Parcel	Block	Lot	Property Address	Property Owner (Lessee) Name	Mailing Address	Phone Number	Lease Start	Lease Term	Lease End	A/R Customer Number	New Lease Amount
20556	1	6	207 Melvin	Joel Curtis	207 Melvin St, Brady, TX 76825	325-597-1405 or 432-853-3034	02/21/1969	50 years	02/21/2019	20-000675	\$ 175.00
20557	1	7	209 Melvin	Billy Ray Taliaferro	209 Melvin St, Brady, TX 76825	N/A	02/24/1969	50 years	02/24/2019	20-000554	\$ 300.00
20560	1	10	215 Melvin	Jim & Lorene Tarpley	215 Melvin St, Brady, TX 76825	N/A	03/17/1969	50 years	03/17/2019	20-000590	\$ 300.00
20564	1	14	223 Melvin	Jeanette Hodscher	PO Box 124, Rowena, TX 76875	325-442-3511	03/13/1969	50 years	03/13/2019	20-000611	\$ 300.00
20565	1	15	225 Melvin	Wayne & Rhonda Wright	1415 CR 412, Rochelle, TX 76815	432-398-5508	02/28/1969	50 years	02/28/2019	20-000623	\$ 300.00
20571	1	21	307 Melvin	Carolyn Clark	1841 N Bridge St, Brady, TX 76825	325-792-8700	02/21/1969	50 years	02/21/2019	20-000621	\$ 300.00
20580	2	11	210 Eden	John Grimes	210 Eden St, Brady, TX 76825	325-597-1098 or 325-655-3343	03/04/1969	50 years	03/04/2019	20-000572	\$ 175.00
20586	3	2	203 Eden	A.L. Pickett Estate % Sondra Turner	153 CR 7712, Devine, TX 78016	432-385-6214	03/12/1969	50 years	03/12/2019	20-000585	\$ 175.00
20589	3	5	204 Melvin	J.E. Hawkins	PO Box 1761, Seminole, TX 79360	325-792-0809	03/03/1969	50 years	03/03/2019	20-000578	\$ 175.00
20569	1	19	303 Melvin	Robert & Tana Eckols	2714 W Trail Ct, Richmond, TX 77406	281-798-8541	07/14/2010	10 years	07/14/2020	20-000655	\$ 300.00
20575	2	4	2891 Fife	Charles Madden	2891 Fife St, Brady, TX 76825	325-456-6247	11/03/2010	10 years	11/03/2020	20-000636	\$ 175.00
20576	2	5	(No #) Fife	Charles Madden	2891 Fife St, Brady, TX 76825	325-456-6247	07/21/2010	10 years	07/21/2020	20-000636	\$ 175.00

#### Lake Lot Leases

#### Dodge Heights Addition


#### Fee:

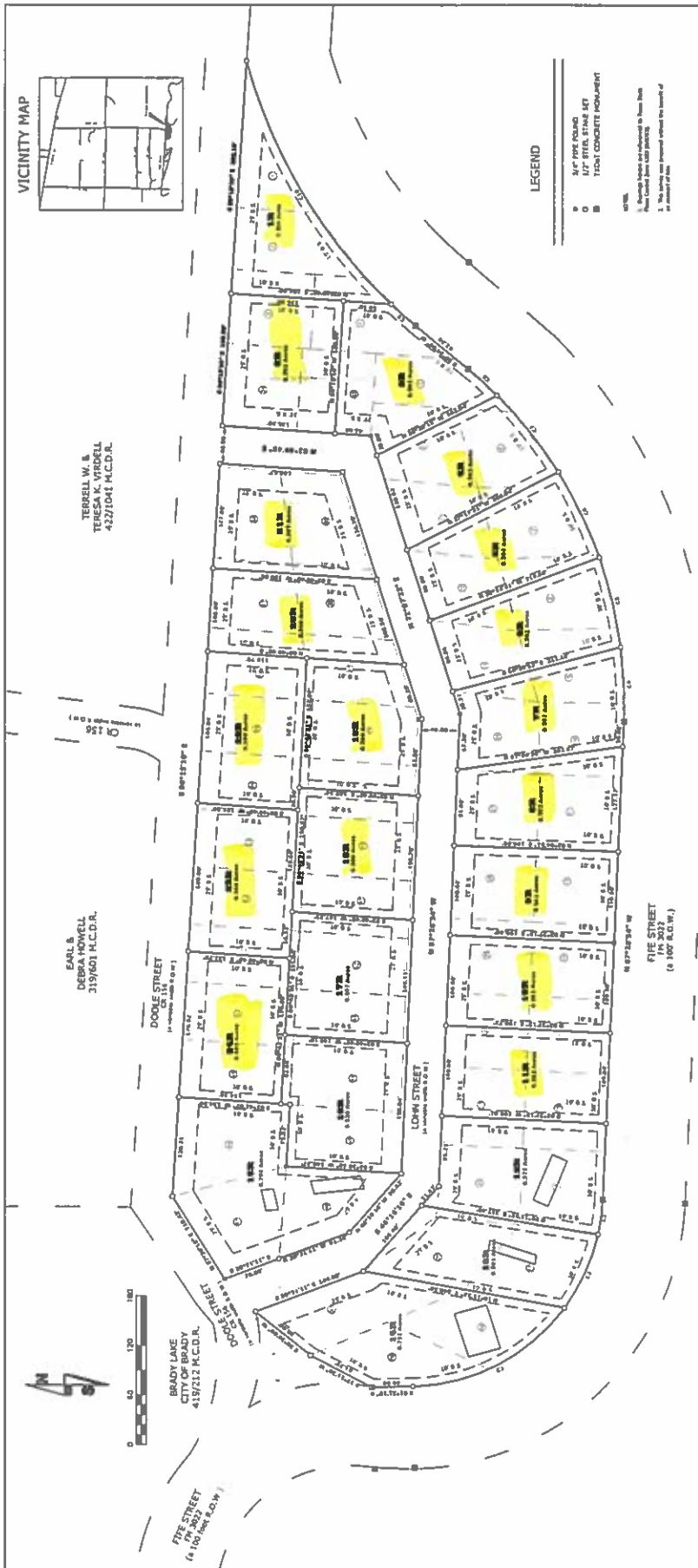
\$400 per year, over .5 acre, lake front  
 \$300 per year, under .5 acre, lake front  
 \$350 per year, over .5 acre  
 \$175 per year, under .5 acre

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7. G
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action authorizing staff to advertise for bids for vacant 1/2 acre lots at Davee Addition, Brady Lake, zoned Manufactured Homes with the appraised value the minimum bid required for each lot.		
<b>PREPARED BY:</b>	Kim Lenoir	<b>Date Submitted:</b>	2-26-2019
<b>EXHIBITS:</b>	Map showing vacant lots		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$0.00	
	<b>Budget Amount Available:</b>	\$0.00	
	<b>Appropriation Required:</b>	\$0.00	
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b>	<p>All current leaseholders in the Davee Addition have signed new leases to purchase lots.</p> <p>Approval of this item would authorize staff to prepare bid documents and advertise the sale of the remaining vacant lots in the Davee Addition. Minimum bids would be the appraised value.</p>		
<b>RECOMMENDED ACTION:</b>			
Approve as desired.			

[illegible]

known by all who do these things. That I, the undersigned, the City Council of the City of St. Louis, Missouri, certify that these laws comply with the requirements of the City of St. Louis, Missouri, and that the City of St. Louis, Missouri, is in compliance with the requirements of the City of St. Louis, Missouri.

below. Telephone numbers are listed for these residents everywhere. The phone numbers in the City of Miami are listed in the Miami Herald, a reprint of those appearing. In addition to the City of Miami, MacLachlan County is also listed in the MacLachlan County. It was and still is the largest in the state. To the public and business, the City of Miami is the largest.


[illegible][illegible]

**LOTS 1R-24R  
A REPLAT OF  
LOTS 1-54  
DAVEE ADDITION  
SULLY COUNTRY, TR**

vacant lots

# City Council City of Brady, Texas

## Agenda Action Form for Ordinance

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7.H
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding <b>second and final reading of Ordinance 1267</b> of the City of Brady, Texas, approving the Recodification of Ordinances as recommended by Franklin Legal Publishing.		
<b>PREPARED BY:</b>	Tina Keys / Kim Lenoir	<b>Date Submitted:</b>	2/25/19
<b>EXHIBITS:</b>	Ordinance 1267 Code of Ordinance Book will be available at the meeting for review		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>			

**SUMMARY:** Franklin Legal Publishing has been responsible for updating the City of Brady Code of Ordinances on our website for many years. In September of 2015, it was brought to the City's attention by Franklin Legal that the fee schedule that was adopted by Ordinance 1183 included many fees that were inconsistent with fees included on ordinances that had been adopted throughout the years and may not have been amended by ordinance.

Franklin Legal at that time suggested we do a complete recodification and legal review of all ordinances allowing them to amend and delete obsolete ordinances. Council agreed and Franklin Legal was hired. After a long a tedious process, Franklin Legal has finished their review and is now presenting the new City of Brady Code of Ordinances updated to November 6, 2018 and the new City of Brady Home Rule Charter including items that were approved by voters in the May 2018 election.

February 19, City Council approved the first reading of Ordinance 1267.

**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 **second and final** reading of Ordinance 1267.

ORDINANCE NO. 1267

AN ORDINANCE OF THE CITY OF BRADY, TEXAS, ADOPTING AND ENACTING A NEW CODE OF ORDINANCES; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF NOT EXCEEDING \$500 GENERALLY OR EXCEEDING \$2,000 FOR VIOLATIONS RELATING TO FIRE SAFETY, ZONING OR PUBLIC HEALTH AND SANITATION OR EXCEEDING \$4,000 FOR VIOLATIONS RELATING TO DUMPING OF REFUSE; PROVIDING FOR THE AMENDMENT OF SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

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

Section 1. That the Code of Ordinances of the City of Brady, Texas, consisting of Chapters 1 through 14, each inclusive, and Appendices, is hereby adopted and enacted which shall supersede all other general and permanent ordinances of the City passed on or before November 6, 2018.

Section 2. All ordinances of a general and permanent nature enacted on or before November 6, 2018, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The codification consists of all ordinances as codified therein and as may be revised pursuant to the ordinance codification process and as evidenced by the memorandum of understanding provided as a part of said process.

Section 4. The repeal provided for in Section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 5. Unless a differing penalty is expressly provided for within the Code, every person convicted of a general violation of any provision of the Code or any rule, ordinance, or police regulation of the City shall be punished by a fine not to exceed \$2,000.00 for violations of all such rules, ordinances and police regulations that govern fire safety, zoning, or public health and sanitation, not to exceed \$4,000.00 for violations of all such rules, ordinances and police regulations that govern the dumping of refuse, and not exceeding \$500.00 for all other violations. Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 6. Additions or amendments to the Code when passed in such form as to indicate the intention of the City Council to make same a part of the Code shall be deemed to be incorporated into the Code, so that reference to the Code includes the additions and amendments.

Section 7. Ordinances adopted after November 6, 2018, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 8. This ordinance and the Code adopted hereby shall become effective upon final passage of this ordinance.

ADOPTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF BRADY, TEXAS, ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor


ATTEST:

\_\_\_\_\_  
City Secretary

# City Council

## City of Brady, Texas


### Agenda Action Form

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7. I
<b>AGENDA SUBJECT:</b>	Discussion and summary of City Council action and if procedures and processes worked.		
<b>PREPARED BY:</b>	Kim Lenoir	<b>Date Submitted:</b>	2-25-2019
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>		\$0.00
	<b>Budget Amount Available:</b>		\$0.00
	<b>Appropriation Required:</b>		\$0.00
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b>	<p>As a standing item, the Mayor would like to give City Council Members an opportunity to suggest and changes needed in the way the meeting was conducted. Also the Mayor or Council Member may summarize any action taken, if needed, for the audience or for each other.</p> <p>The goal is that this exercise will help keep a line of communication open to allow the City Council to work cohesively and to keep on the same page as to how to conduct city business.</p> <p><u>Note below what you would like to share:</u></p>          		

#### RECOMMENDED ACTION:

No action required, just an opportunity to share.

# City Council City of Brady, Texas Agenda Action Form

<b>AGENDA DATE:</b>	3-5-2019	<b>AGENDA ITEM</b>	7. J
<b>AGENDA SUBJECT:</b>	Discussion of a City improvement recognized by City Council.		
<b>PREPARED BY:</b>	Kim Lenoir	<b>Date Submitted:</b>	2-25-2019
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$0.00	
	<b>Budget Amount Available:</b>	\$0.00	
	<b>Appropriation Required:</b>	\$0.00	
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b>	<p>As a standing item, this will give City Council Members an opportunity to brag about what has improved in the City.</p> <p>The goal is that this exercise will help all of us to see the positive in our community and to have an opportunity to focus on the positive versus the negative.</p> <p><u>Note below what you would like to share:</u></p>          		
<b>RECOMMENDED ACTION:</b>			
No action required, just positive recognition of something "right" or "improved" in Brady.			

# City Council

## City of Brady, Texas

### Agenda Action Form

<b>AGENDA DATE:</b>	3/5/2019	<b>AGENDA ITEM</b>	7.K
<b>AGENDA SUBJECT:</b>	Discussion of Brady Lake Fish House repairs, requested by Council Member Missi Davis		
<b>PREPARED BY:</b>	Dennis Jobe	<b>Date Submitted:</b>	2/26/2019
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$0.00	
	<b>Amount Budgeted:</b>	\$0.00	
	<b>Appropriation Required:</b>	\$0.00	
<b>CITY MANAGER APPROVAL:</b>			

<b>SUMMARY:</b>	<p>The Fish House walkway, and parts of the structure were destroyed when the Tornado hit Brady back in October of last year. This plus numerous days of rain and lake levels that actually rose to the parking lot have caused delays in completing the project. Staff contacted TML insurance and they reviewed the damage and sent us a check for \$32,614.00. The insurance company through our Interlocal Purchasing System (TIPS) hired a contractor to oversee the site and the construction. Troy Brainard Construction of Denton Tx has been working on the items that are to be fixed. Staff was to meet with contractor onsite last week but the making of the trusses were delayed because the galvanizing company got the metal too hot and bowed the trusses. They are working on correcting the issue and I am waiting on the new schedule to be sent. I can assure Council and stakeholders of the community that we are working to get this open. The contractor will have to build this on the parking lot due to the water level is still higher than the old walkway which was on dry land when we started this project.</p>

<b>RECOMMENDED ACTION:</b>	<p>Discussion only, no action required.</p>
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# January 2019 Tourism Report

## Activity Summary

Filled 175+ visitors guide requests through Texas Highways and Tour Texas. Distributed over 1,000 visitors guides to statewide CVB and visitors centers.

Began planning for new event in June with potential regional draw (Farm to Table).

Major planning for largest tourism event (WCBBQGCO) began.

Secured advertising in Travel Host of West Texas.

Submitted following ad to TMCN's regional travel guide.

*Follow your heart...* **BRADY**

*...to the true heart of Texas.*

MARCH	APRIL	JULY	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Heart of Texas Country Music Festival	Heart of Texas Car Show & Swap Meet	July Jubilee Celebration	World Championship BBQ Goat Cookoff	Hogtoberfest	Hunters Appreciation Dinner	Christmas in the Heart

 **BRADY, TEXAS**

FOR MORE INFORMATION VISIT [WWW.BRADYTX.COM](http://WWW.BRADYTX.COM)  
325.597.3491

## Chronic Code Complaints

**1306 S High (Old Hospital)** – The court ordered that the owner has 120 days to demolish the property. After the 120 days if the owner fails to demolish the property the city can then demolish the property and place a lien on the owner.

## Occupied Structures with No Utilities

- a) 504 E 11<sup>th</sup>
- b) 309 Irish
- c) 901 Bombay

In Attendance for February 4, 2019 LEPC Meeting

Bill Spiller  
Lloyd Perrin  
Mike Hudson  
Tina Shunk  
Maggie Sawyer  
Michael Jordan

Mona Sloan  
Kylie Harmon  
Rogelio Castanuela  
John Dagen  
Kim Lenoir  
Les Brook

Bass Myers  
JT Owens  
Erin Sosa  
Maritia Barham

McCulloch County

Local Emergency Planning Committee (LEPC)

Date: 2/4/19 Time: 9:30 A.M. Place: McCulloch County Sheriff's EOC office.

**Agenda**

A. Open Meeting-09:31

B. Old Business:

A. Law Enforcement Topics –Siren testing will be performed the first Tuesday of each month.

B. Hospital Patient Load-Busy. – Measles and Mumps going around. MMR vaccination \$60.

C. Fire / EMS Topics – Paramedic School is still going until the end of February. Graduation will be February 28, 2019.

C. New Business:

A. Introduction on new members- No new members.

B. HOT wind turbines- No update. Still a go.

C. Table top scenario- Went well. Working on additional paperwork.

D. Nursing home will be hosting good new luncheon February 13<sup>th</sup> at civic center.

D. Closed meeting-10:01. Next meeting will be March 4, 2019.

The Brady Type B Economic Development Corporation of the City of Brady, Texas met on, February 19, 2019, at 10:30 a.m. at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas. Jason Valdez presided over the meeting. BEDC Directors present were Jason Valdez, Michele Derrick, Amy Greer, and Billie Davis. Also, in attendance were City Manager Kim Lenoir, Treasurer Lisa Remini, Mayor Pro Tem James Griffin, Erin Corbell, Ken and Gail Keen, Lynn Farris, Aaron Farmer with Retail Coach, Jason Luna with USDA and Board Secretary Kathryn Meroney.

Jason Valdez called the Type B Meeting to order at 10:32 a.m. Roll was called and a quorum was certified by the Board Secretary.

1. Type B Board Minutes were approved for January 17, 22 and 23, 2019, with a motion from Michele Derrick and a second from Amy Greer. All in favor. Vote 4-0. Type A Minutes will have to be reviewed at a later date, since Type A Board did not have a quorum.
2. Reports/Presentations
  - a. Aaron Farmer with Retail Coach made a presentation.
  - b. Jason Luna with USDA made a presentation. Jason Luna presented information on the Rural Business Development Grant. Application Deadline is March 29, 2019.
  - c. Type A and Type B expenses reviewed by Jason Valdez, no questions by the Board.
  - d. Update on EDC Attorney Jeffery Moore. Jason Valdez reported that Jeffery Moore is drafting all documents to transfer assets. Jason stated that he would submit this information to the City Manager and City Attorney.
3. Individual Concerns for Type B:
  - a. Discussion, consideration and possible action regarding a new contract with Retail Coach. Aaron Farmer with Retail Coach. Amy Greer made a motion to move forward with extending the contract with Retail Coach and allowing Jason Valdez to sign documents and make decisions regarding this extension. This was followed with a second from Michele Derrick with all in favor. Vote 4-0.
  - b. Discussion, consideration and possible action regarding applying for grants with USDA. Jason Luna presented information on the Rural Business Development Grant. Amy Greer agreed to help with the application. Jason Valdez made a motion to start the application process. Billie Davis followed with a second and all were in favor. Vote 4-0.
  - c. Discussion, consideration and possible action regarding applications and resumes received for EDC position and set dates for interviews. At this time there are a total of four applications that have been submitted. The next meeting will be held on March 6, 2019, at 5:30 p.m. Applications will be reviewed by the entire board at this time.
  - d. Discussion, consideration and possible action regarding Heart of Texas Country Music Festival Program advertising. A one page advertisement at the cost of \$650.00 was discussed. Lynn Farris will assist with updating the advertisement used in the past. Billie Davis made the motion to purchase the advertisement with a second from Michele Derrick. All in favor. Vote 4-0.

#### 4. ADJOURNMENT

There being no further business, President Jason Valdez adjourned the meeting at 11:44 a.m.

\_\_\_\_\_  
Jason Valdez, President

Attest: \_\_\_\_\_  
Kathryn Meroney, Board Secretary

# **G. Rollie White Joint City -County Steering Committee Meeting**

Held at Extension Office

Minutes

1:00 p.m. February 27, 2019

1. Meeting was called to order at 1:00 p.m. by \_\_\_\_\_  
In attendance were Justin Klinksiek, Randy Dean, Jeffery Sutton, Jason Behrens, Mark Marshall, Sheila VanZant, Michael Probst, Mayor Tony Groves, and, Dennis Jobe.
2. Review and approve Minutes from the January 3, 2019: Minutes were voted and unanimously approved.
3. Discuss next steps for future County-Wide Venue Tax (HOT) Election- Judge Spiller:  
Judge Spiller was absent, Mark Marshall discussed the County-Wide Venue Tax and what was required by the identities involved. He provided a link which outlines the procedures for Sports and community venue tax: <https://comptroller.texas.gov/economy/docs/96-633.pdf>.
4. Speaker Series to share GRW Master Plan: Lots of discussion on fund raising on how it should be approached by committee or hire a professional fundraising firm.
5. Update on 501(c)3 "Friends of GRW" tax status: A banking account was opened and checks ordered. Any donations are welcome. The application fee for the 501(c)3 is \$600.00.
6. Lease Agreements to "Friends of GRW" – Comptroller (County Attorney) to determine if County has to own or lease project site: Discussions on who will own the facility or how it can be leased. Agreements need to be made soon to move forward.
7. Set Next Meeting-Date, time, place: Next scheduled meeting is April 10<sup>th</sup>, 2019 at the Agrillife Extension Service Conference Room 114 West Main at 1:00 p.m.
8. Adjourn: Time 2:32 p.m.

## **RICHARDS PARK III—RENOVATION & EXPANSION**

### **A TEXAS LOCAL PARK GRANT PROJECT**

Funded in part from a portion of the state sales tax on sporting goods

Administered by Recreation Grants Branch

Sponsored By

City of Brady City Council

Tony Groves, Mayor

Jim Griffin, Mayor Pro Tem

Missi Davis

Rey Garza

Jane Huffman

Jeffrey Sutton

Kim Lenoir, City Manager

2017 - May 2019

TPWD LOGO

City Logo

Minimum Size—10" x 12"

**BRADY LAKE PARK BOAT RAMP IMPROVEMENT**

**A FEDERAL AID IN SPORT FISH RESTORATION ACT PROJECT**

Sponsored By

City of Brady

Texas Parks & Wildlife

US Department of Interior/Fish & Wildlife Service

2016 -2019

## **WILLIE WASHINGTON PARK IMPROVEMENT**

### **A TEXAS LOCAL PARK GRANT PROJECT**

Funded in part from a portion of the state sales tax on sporting goods

Administered by Recreation Grants Branch

**Sponsored By**

**City of Brady City Council**

**Tony Groves, Mayor**

**Jim Griffin, Mayor Pro Tem**

**Missi Davis**

**Rey Garza**

**Jane Huffman**

**Jeffrey Sutton**

**Kim Lenoir, City Manager**

**2016 - May 2019**

TPWD LOGO

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