

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

Tony Groves  
Mayor

Larry Land  
Council Member Place 1

Missi Elliston  
Council Member Place 2

Jeffrey Sutton  
Council Member Place 3

Jane Huffman  
Mayor Pro Tem  
Council Member Place 4

Jay May  
Council Member Place 5

Erin Corbell  
City Manager

Tina Keys  
City Secretary

Sharon Hicks  
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 JULY 19, 2022 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 6:00 p.m. July 19, 2022, at the City of Brady Municipal Court Building located 207 S. Elm St., 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 on July 5, 2022 and Budget Work Sessions on July 11 and 13, 2022

### **5. PRESENTATIONS**

- Swearing in of new police officer, Chris Pyle
- 3<sup>rd</sup> Quarter Financial Report – FY 22

### **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 discuss 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 the **second and final reading of Ordinance 1343** to amend the FY22 Budget to allow for unplanned landfill related expenditure (Fund 60)
- B. Discussion, consideration and possible action regarding the **second and final reading of Ordinance 1344** of the City of Brady, Texas amending the 2021/2022 BEDC budget to fund Monument Works, Sandy's Kitchen and Catering and Channing Booker
- C. Discussion, consideration and possible action regarding approval of disposition of City-owned assets through the Public Surplus online auction ([www.publicsurplus.com](http://www.publicsurplus.com)).
- D. Discussion, consideration and possible action regarding approval to purchase commercial electric meters from Aqua Metric Sales Company (\$50,377.15)

## 8. STAFF REPORTS

- A. **Monthly Financial / Utility Reports**
- B. **Monthly Activity Reports:** Seniors, Golf, BPD, Fire-EMS Calls, BVFD Expense Report, Animal Control, Airport, Code Enforcement, Chronic Code Complaints and Structures Inhabited without utilities, Municipal Court
- C. **Upcoming Special Events/Meetings:**

July 28	HAPPY BIRTHDAY JAY MAY
August 2	Regular City Council Meeting, 6:00 p.m.
August 6	HAPPY BIRTHDAY JANE HUFFMAN
August 16	Regular City Council Meeting, 6:00 p.m.
August 21	HAPPY BIRTHDAY MAYOR GROVES

## 9. ANNOUNCEMENTS

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

## 10. EXECUTIVE SESSION

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

- Pursuant to Section 551.071 (Consultation with Attorney), the City Council will consult with the City Attorney about pending or contemplated litigation or 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
- 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 Erin Corbell

## 11. OPEN SESSION ACTION ON ANY ITEMS COMING OUT OF EXECUTIVE SESSION

## 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 [tkeys@bradytx.us](mailto:tkeys@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 July 5, 2022, at 6:00 pm with Mayor Anthony Groves presiding in person. Council Members present were Missi Elliston, Larry Land, Jay May, Jane Huffman and Jeffrey Sutton. City staff present were City Manager Erin Corbell, Public Works Director Steven Miller, Finance Director Lisa McElrath, Police Chief Steve Thomas, Purchasing Agent Dorsey Bustamante, Solid Waste Superintendent Jim Kidd, Wastewater Superintendent Marty Martin, and City Secretary Tina Keys. Also in attendance were Annita Ellison, James Griffin and Lisa Selensky.

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

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

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

Council Member May 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 June 21, 2022.

Council Member Elliston said regarding item E, discussion with Mr. Davee, added comments need to be made. Mr. Davee insinuated he would retaliate against the neighborhood by revving his motorcycle and it needs to be reflected with all the issues.

Council Member Elliston moved to approve the Consent Agenda as amended. Seconded by Council Member May. All Council Members voted “aye” and none “nay”. Motion passed with a 5 – 0 vote.

#### **5. PRESENTATIONS:**

There were no presentations

#### **6. PUBLIC HEARINGS AND INDIVIDUAL CONCERN ON PUBLIC HEARING**

There were no Public Hearings

#### **7. INDIVIDUAL CONCERN**

- A. Discussion, consideration and possible action regarding the **first reading of Ordinance 1343** of the City of Brady, Texas to amend the FY22 Budget to allow for unplanned landfill related expenditure (Fund 60). Steven Miller presented. Council Member Elliston asked if TCEQ gave us a chance to correct deficiencies. Jim kidd said most of the time they do, this time they did not. Kidd said he has never been through something like this as a supervisor. Most deficiencies were fixed that day. Council Member Elliston asked if those are the deficiencies that we’re getting credit for. Erin Corbell said they’re giving us a 20% credit. Corbell said when we received the letter with the violations, we met with Steven Miller and Jim Kidd and Jim had checked off the items he had fixed. We didn’t get the penalty letter until recently. Council Member Elliston said she thought we had discussed the issues in October. Erin said she doesn’t remember that, but it has been a waiting game with TCEQ to see how they were going to handle. Corbell said she did speak with TCEQ to see if we can negotiate the remaining fine, but they said probably not. Council Member Elliston asked if there a part in the order about if we can’t pay, we don’t have to. Erin

said it's 1 percent. Steven Miller said we are not trying to take away from the deficiencies. We have about 1/3 of them taken care of. The biggest issue is erosion runoff. Controlling it is going to be a challenge. We have responded proactively and have strategies that we are going to promote. Miller said they are asking council to give them the opportunity to do that. Erin Corbell said in the next fiscal year, we could possibly perform another SEP that would further reduce the amount of the fine we have to pay. Lisa McElrath has worked the balance into the budget. Lisa said to qualify for the deferment, the city will have to start immediately on a project, so that's what's being brought for approval. The figures are reflected in the budget books. We're going to have to spend that money on some type of project. Mayor Groves said they are very cooperative when we apply for an SEP. Mayor Groves said the issues at the landfill need to be addressed. It's not a simple thing. Council Member Huffman said she thinks we had an issue with TCEQ a few years ago. Steven Miller said they do return benefit back to the community. Mayor Groves said we need to approve the budget amendment tonight so they can apply for the SEP and we can go through the process. We're going to have to sit down another time and listen to a proposed solution to the other problems. Council Member May asked what the chances are of them coming back again in the next few months. Jim Kidd said their cycle usually runs 5 years. Council Member Elliston said it's almost impossible to not have violations. Jim Kidd said our landfill is judged with same regulations as big cities. We just don't have the deep pockets like they do. Steven Miller said our goal is to be as transparent as possible. Council Member Land said with the penalties and fines, it might be worth a trip to Austin, Erin Corbell said they already told her it's non-negotiable. Council Member Huffman said these issues draw a lot of criticism but when you listen to everything, the public needs to understand that TCEQ is money and power hungry. Staff did make mistakes, but the overall picture at the landfill comes down to us not being able to financially do what we need to do. It seems like most of these things were identified by staff, but it seems like the wrong place at the wrong time. Council Member May moved to approve the first reading of Ordinance 1343. Seconded by Council Member Sutton. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.

B. Discussion, consideration and possible action to award the City's Information Technology Support Services to Snider Technology Services of San Angelo, Texas beginning October 1, 2022. Lisa McElrath presented. Council Member Elliston moved to approve the annual agreement for Information Technology Support Services for the first annual cost of \$100,669.80 to Snider Technology Service San Angelo, Texas to begin October 1, 2022. Seconded by Council Member Huffman. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.

Council took a break at 7:04 p.m. and resumed at 7:20 p.m.

C. Discussion, consideration and possible action regarding the **first reading of Ordinance 1344** of the City of Brady, Texas amending the 2021/2022 BEDC budget to fund Monument Works, Sandy's Kitchen and Catering and Channing Booker. Erin Corbell presented. Council Member Elliston moved to approve the first reading of Ordinance 1344. Seconded by Council Member Huffman. Four Council Members voted "aye" and one, Council Member May voting "nay". Motion passed with a 4 - 1 vote.

D. Discussion, consideration and possible action approving BEDC Project 2022-002, Channing Booker and JK Awards and Designs. Erin Corbell presented. Council Member Huffman moved to approve. Seconded by Council Member Elliston. Four Council Members voted "aye" and one, Council Member May voting "nay". Motion passed with a 4 - 1 vote.

E. Update and discussion on architectural plans for the remodeled Fire Department. Erin Corbell presented. Council Member Huffman said feels like we could utilize the existing cinder block buildings somehow. Erin said she would check with the architects.

## 8. STAFF REPORTS

### A. Upcoming Special Events/Meetings:

July 11, 13, 14	Budget Work Sessions, 10:00 a.m. to 4:00 p.m.
July 18	Possible additional Budget Work Session, if needed
July 19	Regular City Council Meeting, 6:00 p.m.
July 28	HAPPY BIRTHDAY JAY MAY
August 2	Regular City Council Meeting, 6:00 p.m.
August 6	HAPPY BIRTHDAY JANE HUFFMAN
August 16	Regular City Council Meeting, 6:00 p.m.
August 21	HAPPY BIRTHDAY MAYOR GROVES

## 9. ANNOUNCEMENTS

There were no announcements

## 10. EXECUTIVE SESSION

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

- Pursuant to Section 551.071 (Consultation with Attorney), the City Council will consult with the City Attorney about pending or contemplated litigation or 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
- 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 Erin Corbell

Regular Session was closed at 7:42 p.m. Executive Session was opened at 7:45 p.m. and closed at 7:55 p.m. and Open Session resumed at 7:56 p.m..

## 11. OPEN SESSION ACTION ON ANY ITEMS COMING OUT OF EXECUTIVE SESSION

No action was taken as a result of Executive Session

## 12. ADJOURNMENT

There being no further business, the Mayor adjourned the meeting at 7:56 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 Budget Work Session Meeting on July 11, 2022 at 10:00 am with Mayor Anthony Groves presiding. Council Members present were Jane Huffman, Jeffrey Sutton, Jay May, Larry Land and Missi Elliston. City staff present were City Manager Erin Corbell, Public Works Director Steven Miller, Finance Director Lisa McElrath, Fire Chief Lloyd Perrin, Police Chief Steve Thomas, and City Secretary Tina Keys. Also in attendance was Zane Brandenburger and James Griffin.

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

Mayor Groves called the meeting to order at 10:02a.m. Council quorum was certified.

#### **2. Review/Discuss:**

Lisa McElrath reviewed the budget process and the budget book. She informed Council that the renewal rate for employee health insurance through Blee Cross Blue Shield would only raise our rate by 4 ½%. Erin Corbell said we budgeted for 12%. Our broker said we haven't seen that low of an increase in 2 years. Council Member Elliston asked if we had any roll off that were high claims. Lisa McElrath said she thought we had two roll off. Our loss ratio is 87% and Lisa said she was told we want to shoot for 80% or less, so we're close. Erin Corbell said at one point we were over 100%. Lisa McElrath said asked Karyna to look at those extra dollars that we will save. Lisa said we budgeted for a 10% rate increase. Lisa told Council there are some items, like lawnmowers, that have already been put in the base budget because they are items that are absolutely necessary. It's not something they want. It's something they need to have to keep our programs running appropriately. Erin Corbell told Council if they don't agree with a base supplemental, it can be discussed, but we feel like that item is necessary.

Revenue Sources:

Sales Tax –

Property Tax

Utility Fees

Appendix Information

Zane Brandenberger stepped into the meeting and talked about taxes. He said one limiting thing is that several years ago they reduced the rollback rate to 3%. He said they have collected about \$950,000 in property taxes for the City. Brandenberger said we are seeing a big increase in residential values because the houses are selling for crazy amounts. We're not seeing commercial properties sell; the demand is in the residential. Towards the end of the month, they'll have certified numbers and will know more then. Now they're letting you roll over some numbers from the previous year. Lisa said we did the no new revenue rate last year. Zane said we will have some carryover. The City of Brady tax levy cannot increase more than 3%. Lisa said if Council felt like we need to raise additional dollars to meet budget you could raise the current rate by 3% and that will not kick off any kind of public referendum, or you can say we can keep working with the same dollars we've been getting. Zane said if the appraisals go up, tax rates go down. Council Member May asked how they come up with the appraisal figures. Zane said there is a coding they use based on the quality of construction, ect. They also look at home sales. If a house sells, the appraisal has to be within 5% of that sale price. This year they went up on every property. A lot

of it is based on the cost of materials. That's another factor that's driving the figures up. They've been looking for values to level off.

Council took a break at 11:23 p.m. for lunch and resumed at 11:52

Lisa McElrath said on the Capital Improvement Plan, these are the big projects. We would like Council to look through the whole section. We are looking at expenditures for the next 5 years. Lisa asked Council to become familiar with what's in it. In our base budget and supplementals, the only revenue we budgeted for is the 1% increase in credit card fees. In our supplementals, that will reflect increases in solid waste and gas division, but they are not included in the proposed base budget.

Council Member Elliston said the city and the county have a child welfare board. There is a \$2,500 annual stipend that is provided by the county and there is no money provided by the city to fund that group. She feels like we should contribute at least \$2,500 per year. Council Member Elliston said "these are our kids as well but we're not providing any funds". Mayor Groves asked if we can legally do that. Lisa said it may be possible. A city technically is not allowed to donate to a specific organization, but the caveat is if this benefits a wide variety of people. Council Member Huffman said she thinks the county uses their sales tax revenue to fund their contribution. Lisa said she would need to ask our City Attorney if we can. Council Member Elliston said if we can, she would like council to consider it. Lisa said she would find out.

Council took a break at 12:33 p.m. and resumed at 12:43

### **3. Present: Budget Summaries**

Draft Budget Summary – Fund Balance Adequacy - Lisa McElrath said the excess funds available needs to be increased by appx \$40,000 which is the savings in insurance premiums, which can be used for some of the supplemental requests. Council Member Huffman asked what needs to be done to golf course house. Erin Corbell said it needs to be leveled and cracks filled in Council Member Huffman said, on the electric fund revenue, she was looking at rates on the website and the commercial is cheaper than residential and she asked if she is reading that correctly. Lisa said large commercial is also charged a demand so you have to take that into consideration, but she believes the concept is, generally speaking, commercial accounts can generate more volume, so they're given a lower rate for cost of service. Council Member Huffman said costs are going up. She doesn't feel like the citizens should bear a bigger burden than our businesses. Council Member Huffman asked if we can do a rate increase on just commercial but not residential. Is that allowed? Lisa said yes, it's allowed. We have always kept our rates structurally consistent. Several years ago we did a cost of service study to determine if one rate class is paying more or less compared to another rate class. It's designed to make sure you're not unfairly charging one rate class more than another. Council Member Huffman said even if it's a quarter of a penny to help pay for the new commercial meters so the residential customers don't have to pay for that, it would help. Lisa said she will look into it. Lisa reviewed all the different fund balance adequacy figures.

Lisa McElrath said they are suggesting raising solid waste .70 cents per month. Council Member Huffman asked why not raise it an even dollar? Lisa said she would probably have to come back next year for another .70 cents. Erin said it's currently \$19.80 and asked if we could go up \$1.20 to make it an even \$21, then we shouldn't have to increase next year. Lisa will bring back figures on Wednesday.

### **4. Discuss:**

Base Budget Supplemental Decisions – Appendix – Tab E

Supplemental Decision Requests – Appendix Book

Utility Funds – Lisa said the Electric funds only has \$46,135 in excess fund balance. They are proposing raising standby pay to \$30 per day. Council Member Huffman asked why people are leaving the electric department. Erin said they can go anywhere else for double the pay. Steven Miller said we are not getting any applicants. The labor force has changed. Getting people who want to come here and stay is difficult. Our last person who quit left because he got a job at more than double the pay. Council Member Huffman said our electric department is so important and asked what we can do. Miller said we need to evaluate the competitive market differently. There are only a few in Texas who are municipally owned utilities. Council Member Huffman asked if this is just about pay. Erin said it's the safety of the system, but this last guy said he will be making \$60 an hour in the next few months. Council Member Huffman said it's the council's responsibility to make sure the citizens of Brady have power, two employees isn't going to do it. Council Member Huffman feels like this is the most important problem we have to figure out. Steven Miller said we are promoting an apprentice position. The goal is to approach the high school and upon graduation, bring them on to learn. Erin said Coleman has been recruiting from lineman school in Snyder so she thinks she will try that. She is also considering the possibility of sending someone to lineman school. We can pay their training then sign on for a 3-year commitment. Council Member Huffman said if the guys get called out, she wants to make sure they get paid for a minimum of an hour overtime. Council Member Elliston asked if staff can offer a sign on bonus. Erin said if council authorizes them, yes. Council Member Elliston asked if staff could work on a sign on bonus program for electric, fire, police. Chief Perrin said he's in the same boat. Council Member Elliston said we need to figure out how to get more competitive. Council Member May said there is a lack of people wanting to work any more. He said even if people are under contract, they won't care. Erin said you could split the sign on bonus, give them half at hire date and half after 6 months. Chief Perrin said employees will be upset if others get a sign on bonus. Council Member Elliston said maybe we can give retention bonuses. Council Member Huffman said there are ways to give incentives without increasing pay. Mayor Groves said moving their stand by pay to \$30 still may not help. Mayor Groves suggested calling different lineman school and ask what motivates their students where to find a job. Lisa asked if increasing standby pay for all departments is ok with council. Council Member Huffman asked if number 2 (professional engineering services for N. and S. Substations) has to be done. Erin said we need number 2. Steven Miller said we need someone to come in and audit our substations to give us the status of our equipment. Miller said this will help us develop a capital plan. Miller said it can wait a year. Miller promotes we do the stand by pay and the more important thing is the apprentice lineman. In his opinion it should be more important than the audit.

Council took a break at 2:38p.m. and resumed at 2:57

Lisa McElrath proposed while council is discussing the supplementals, stop and say yes or no so she can work on the numbers.

Council Member Huffman asked if Lisa could work on what the figures would be if we raised residential electric rates. Lisa said the city sells 60 mill kwh so  $\frac{1}{4}$  of a penny is \$125,000. Lisa said she could look at those figures and bring back. Lisa will bring back some rate increase figures. Lisa said she is trying to ask if council is ok to bring back figures within a 2 to 3 day range of fund balance. Council Member May asked about the apprentice, why would we do that when we need to fill that position? Erin said it's a new position so it's not in the budget. Lisa said we need to budget for a full staff.

Supplemental Requests:

Electric Fund

- 1 - Increase daily rate for stand by pay – council said yes
- 2 – Professional Engineering Services for N. & S. Substations – council said no
- 3 – Add 1 FT employee / apprentice lineman – Council said yes

Water & Sewer

- 1 – Increase daily rate for stand by pay – council said yes
- 2 – Replace small diameter water main – Luhr Subdivision. Council wanted to delete Luhr. Lisa said we scratch the reference to Luhr subdivision – change to earmark 1.8 million to replace small diameter water

mains. Steven Miller said we will bring to Council which water mains based on previous meetings concentrating efforts on the China street area. This does not say that's what he has to do but it will put money in the budget. Miller said council directed staff to develop plans and specs for China. Council said yes they do want it included.

3 – Replace 2011 Pickup with new ½ ton pickup – Council said Yes  
Gas Fund

2 – Increase the City's natural gas service rate by 50 cents (11%) – council said yes

1 – Increase daily rate for stand by pay – Council said yes

3 – Add 1 Full Time employee – Council said yes

Utility Support

1 – Replace existing slide gate at service center – Council said no

Solid Waste –

1 – Increase the City trash service rates and polycart fees – Council said yes

Council meeting was adjourned at 3:59 p.m.

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The City Council of the City of Brady, Texas met in a Budget Work Session Meeting on July 11, 2022 at 10:00 am with Mayor Anthony Groves presiding. Council Members present were Jane Huffman, Jeffrey Sutton, Jay May, Larry Land and Missi Elliston. City staff present were City Manager Erin Corbell, Public Works Director Steven Miller, Finance Director Lisa McElrath, Fire Chief Lloyd Perrin, Police Chief Steve Thomas, and City Secretary Tina Keys.

Mayor Groves called the meeting to order at 10:01 a.m. Council quorum was certified.

Lisa said based on what was to be approved in supplementals in the electric fund, we will potentially draw down our fund balance 2 days and asked if we're within a 2 – 3 day window, are we comfortable with that. She said the numbers may not materialize, but we may have to correct in our next budget cycle. Council Member Huffman pointed out that we are down 2 – 3 employees so she thinks we're ok.

Lisa reviewed the new Solid Waste figures based on discussions from previous meeting.

Lisa referred council to Base Budget Supplemental Decisions

Modernize and upgrade the Municipal Airport Fuel Farm - Erin said council has already approved the first part. Lisa said it will be supported by grant dollars by \$50,000.

Replace 2 new zero turn mowers – Council Member Elliston asked if other divisions use the mowers. Erin said airport has her own mower and cemetery has their own because they use them that much.

Erin reviewed other requests

Council Member Elliston asked about replacing electric poles – are we making any headway. Steven Miller said every year we identify areas we need to get done. Council Member Elliston asked how many have been replaced. Miller said he doesn't have an exact number. They identify areas, such as by K-Life. There were four. There was a mess of conductors. All the conductors were removed and re-routed. The work in the area consumes all the money. Erin said the they're replacing poles in the next week or two around 17<sup>th</sup> Street by Lowes, it has to be a steel pole so material is expensive. There are so many lines, the labor is consuming the monies. This requires multiple lifts and we don't have that kind of crew. Erin said the number budgeted is way underbudgeted. Council Member Elliston asked if we increase \$25,000 a year, will it make a dent? Steven Miller said it means more work we get done. Council Member Elliston said she thinks it's something that should be considered. Council Member May asked how much it is just to replace a pole without all the extras. Miller said he would have to ask Joe Solis. Lisa said there's not one

size fits all in this scenario.

Council Member Huffman asked regarding the wastewater operator entry level trainee, how long has Dossey worked for the City. Miller said he's approaching 20 years. Council Member Huffman said she was going through last years salaries. His salary jumps out as being significantly off. Miller agreed. Council Member Huffman said the entry level trainee is only making \$13,000 less than somebody who has been here 20 years, there's a huge gap between his and Marty's as well. Something is very off with that waste water salary setup. Miller agreed. He doesn't know why this situation exists. Council Member Elliston said Marty's salary was adjusted a few years ago. Council Member Huffman feels like Dossey's salary needs to be adjusted. Council Member Sutton asked Council Member Huffman if she has compared salaries of other cities. Council Member Huffman said she didn't feel she has to go that far since he is so experienced. Erin Corbell asked if he is licensed. Miller said he has minimum certification. Council Member Huffman asked if he's qualified to take over. Miller said yes. Lisa McElrath said we can ask Erin to look into it. Erin said there is money in the water fund. Erin said PPM golf and lake employees are the lowest employees in the City. The county's lowest paid employees make \$13 an hour and we have some at \$10. Erin said she is asking for a 15% total raise, total increase is \$46,000. \$11.50 would be the new starting rate. Council Member Elliston said thinks we need to start new employees at least \$13 per hour. Council Member May said things have changed at golf as far as who is there. Council Member May asked City Manager Corbell how many she shows to man the pro shop. Erin said last year we changed it to 2 full time and 1 part time employees in the pro shop. We didn't have any changes to the number of employees. Council Member May said the ideal thing to do would be put Mary on salary so there's no overtime. Erin said she is on salary, she is not an exempt position; she does not supervise anybody. Erin said she is not, by IRS definition, an exempt employee so we have to pay her overtime. Lisa said labor laws define exempt employees. Exempt employees have to have supervisory duties. Council Member Huffman said she is surprised that Mark is considered exempt. It's usually specific to the type of position as well. Council Member May said he thinks we need to add another part time employee. Erin said there is a full time position that's not showing on the salary sheet. One of the other two part timers could go to full time but she's hearing council wants to get rid of the full time position and go back to the 2 part time positions. Council Member May said hire another part time position. Erin said we budgeted for 2 full time and a part time. She asked Council Member May if he wants to take the second full time to a part time and he said yes. Council Member May said hire another part timer and that will take some of the pressure off of Mary. Erin said we have down to take 2 full time employees down to 1 full time and go to 3 part time employees. Council Member May said he thinks that will work. Council Member Elliston brought back the discussion of a minimum of \$13 per hours, and clarified, that's for full time employees. She thinks the part time pay is ok, but we need to consider moving minimum to \$13. Council Member Elliston said we may not be able to do it all at once this year. Lisa said the recommendation addresses the whole line or step. If you increase the starting rate to \$13, then we need to increase every step by the \$1.50, or more, so someone with 5 years with the city is making a fair comparative compensation. Council Member Elliston said we might need to consider merit raises. Lisa said the step grade plan is a cost of living and employee retention program. We don't have a merit raise program. Council Member Huffman said maybe we need one. Lisa agreed and said they're right. It gets difficult when we get into payroll. It's difficult overall. Lisa said she is trying to focus on starting pay at \$11.50 but anyone on line 12 will get a raise in pay by 15%, adjust dollars on that line by 15%. But Lisa said she believes she's hearing them say starting at \$13 and adjust accordingly. Council Member Elliston said yes.

Regarding Fire and EMS, Council Member Huffman said she hasn't found a huge discrepancy in salaries between us and other cities. In some cases we pay better. Chief Perrin said he disagreed. Council Member Huffman said we do appreciate these guys but they get paid a lot. Chief Perrin said Mason guys make more than us. Council Member Huffman said if they agreed to a 10% increase, they're already getting 3% so that would be 7% more.

Lisa asked for confirmations from council for what they are requesting:

Remove full time clerk from pro shop and adding 2 part time positions – all were in favor  
Increase minimum starting pay to \$13 rather than \$1.50 raise – all were in favor  
Give Fire/EMS a 7% raise on top of 3% for a total of 10% - all were in favor  
Give City Secretary a \$5,000 salary increase – all were in favor

Council recessed for lunch at 11:52 a.m. and reconvened at 12:40

Erin Corbell and Steven Miller discussed moving Dossey to line 16. Council Member Huffman said he should be at \$46,206. Miller said we're looking at 15%. If he wants to move further, he will have to get his operator B license. Council Member Huffman said the \$22.53 per hour; he has been here for 20 years and never complains about anything.

Erin Corbell also said we gave PD a 15<sup>th</sup> officer last year. Council Member Elliston said she mentioned a raise for police officers a while back. If we take the salary for that 15<sup>th</sup> officer and gave it to all officers under Captain ranking, it gives officers a raise of appx \$3,800 per year. Council Member Elliston said she thinks that's great. Chief Thomas asked if now would be the time to bring up other ideas. Erin told Council we discussed the possibility of hiring a cadet at a reduced salary, then pay for the academy which is about \$2,500. Council Member Huffman asked if Batten's pay is moving to what Hudson's pay was. Erin said yes. Erin said he also gets K-9 pay. He did not get a raise when he was moved from Lieutenant to Captain. Council Member Elliston asked if he's actually taking a pay cut? Erin said correct. Council Member Elliston said she doesn't think that's right. Chief Thomas said Sator is retiring this year. We're not going to scrap the program but it's going to be different. Randy will still be in charge of the program. Council Member Huffman asked if we're talking about adjust Randy's base pay to be all encompassing. Chief Thomas said yes. It doesn't change anything in the budget. Mayor Groves asked council if all are in favor. They were. Council Member Sutton asked for another list that includes all of the changes plus the 3% increases. Erin Corbell instructed him to look on the far right side, it does show the 3%. Council Member Huffman said new figures include the 3%. Council Member Sutton said we are not voting; it's not set. Mayor said we're showing approval or disapproval only and changes will be brought to council for final approval. Council Member Elliston clarified that Lisa McElrath said we are calling it a poll.

Fire/EMS – Erin said, regarding the annual conversation with the county about recouping the fair share of county fire / EMS calls, the County argues more people are likely to have health insurance more bills are being paid by county runs than city runs. Erin said Commissioner Deans has been asking for years for the breakdown of billing which Erin obtained. EMS had given us number of calls. County gave a different number. Erin went solely on what went through dispatch. EMS only. Excluded anything that has to do with fire. EMS based on call sheets and billing statements, no non-billable calls. Erin then clarified a non-billable call is lift assist, suicide attempt, we don't get to send a bill on every EMS run. EMS puts it in their system, they send a bill, insurance reduces amount billed based on what insurance will pay. There's a net billable amount. There's no easy way to come up with a formula. Judge Trull suggested they pay the outstanding balance plus write off balance. Then they would make up something we weren't able to bill on. Erin said most fair way is to apply the 16% to the net expenditures. Council Member Huffman said in a good faith effort, we also generously have excluded fire in the calculations and there is no insurance billing in fire. We've handled any grey area by taking out fire. Council Member Elliston said \$165,000 isn't going to do it. They don't get to tell us how much they'll pay us for a service. That's insulting. Erin said she told Judge Trull if he wanted to shop EMS providers it would be significantly more. Chief Perrin said he and Erin have gone back and forth on these calls. He thinks they're under-handing us. We've gone back and checked and checked again. Council Member Huffman asked if there is any service that the county offers that would be exclusive benefit to City residents. This service we provide only benefits the county. Lisa said no; every person who lives in the City contributes to the county budget. The only money we get is from city residents. Council Member Sutton asked where the commissioners court gets their count. Chief Perrin said dispatch. Council Member Sutton said somebody is messing up on that level. Council Member Huffman said we have said every year, we're going to give them this year then put our

foot down. It will cost them 1 million to bring in EMS. We are asking them to pay \$213,000. Council Member May agreed and said we have kicked this around year after year. They can pay the \$213,000. Lisa said we have done our duty to show them how we come up with the numbers. Council Member Elliston said if they want to make the decisions for EMS then they need to get their own service. Council Member Sutton said we need to send them a letter. Council Member Land said he thinks we can negotiate. Council Member Huffman said she agrees that we need to attempt a negotiation, but we need to be prepared that at some point we have to be willing to say, this is not a threat, this is real. This is the number we will no longer accept less or as of October 1st, you will need to find your own service. Mayor Groves said we go to the county and say we will provide you with EMS for \$213,000. If you don't want that, then get a contract with somebody else. Tell them we're offering them a service. They can choose to use it or not. Council Member Elliston said she doesn't think we should allow monthly payments. It needs to be one payment. Erin said our current contract says they don't have to pay until after January. Council Member Elliston said she thinks the Mayor's approach is spot on. We offer the service and they can choose to take it or not. Council Member Sutton said they always want to negotiate. Lisa said you're asking a group of people to pay for a service to a group who is not paying for it. Lisa said we've worked very hard to find that formula that's fair; Erin was more than conservative with the numbers. Erin even broke down the mileage, cost per mile, time on scene. Council Member Huffman said there is no other business that's forced to justify their cost like this. Council Member Land asked what do other counties do. Council Member Huffman said they have volunteer firefighters and contract EMS. Council Member Huffman said with most municipalities our size, volunteers handle fire and the county handles EMS service. Council Member Huffman asked if we say we won't provide EMS service the county has to provide it legally. We, the City, is not legally obligated. Lisa said she would have to pull the document. She thinks we have some legal obligation. Council Member Huffman asked Chief Perrin, if we say we are cutting service, what happens. Perrin said legally it's his responsibility to still make calls in the county. Council Member Sutton asked about Emergency Service Districts. Chief Perrin said the county didn't want to pay it. Mayor Groves asked what the County pays for Emergency Operations. Lisa said zero. They don't pay anything. They used to pay \$15,000 but they stopped about 3 years ago. Mayor Groves said we are wasting a lot of time and effort on the calculations. We need to give them an amount and they can pay it or not.

Council took a break at 1:44 pm. And resumed at 2:09

Erin said raising the minimum full-time rate and adjusting other folks changes PPM, golf and lake salaries from 42,400 to 95,500. Council Member Huffman said it's almost a necessity. Lisa said if we deleted one full time position but created 2 FT, we're releasing retirement, insurance, etc, for total of \$15,000. If they want to dissolve the Community Services position, that's adding \$102,000. To raise City Secretary by \$5,000 per year, take PPM folks to \$13, that's adding \$95,500. If we add a 7% raise to fire/EMS staff with retirement, payroll, workers comp, that's \$109,500. Net impact is \$93,000. Council Member Huffman asked if the \$35,701 reflects changes and Lisa said yes. Erin said still have \$35,000 to allocate. \$35,000 does not include \$7,280 on call pay. There's about \$28,000 left. You don't have to spend it. Council Member Elliston said there's only a few things we can afford. Council Member Huffman asked if the new proposed Incode system would require employees to clock in? Erin said yes, they could clock in on their phones or on a computer at their office. Council Member Elliston said she doesn't like the clocking in on their phones. Council Member Huffman said on call people can clock in on their phones, regular staff would clock in on computers. Council elected to just hold on to the \$28,000 reserves. Erin said Lisa mentioned we can reduce the transfer from electric and use that money for poles. Council Member Huffman said if we're not going to use it, it should go back to electric fund. Erin said Miller did talk to Joe Solis and it's about \$5,000 per pole if we're doing the work ourselves.

### General and Special Funds

Fee Schedule – Appendix – Tab H – Mayor said to put lake house on fee schedule and charge \$100 per day to bow hunters. Erin doesn't think G. Rollie White complex is rentable and thinks it should be removed from the fee schedule. Corbell said you can't even use the restrooms. Somebody stole all the copper out of it. Erin said unless we're willing to make a significant investment, it's becoming an unsafe structure. Council Member Land said we can always take it off now then add it back later if we work on it.

Animal Control Facility – Erin said she found a location out by the Waste Water Treatment plant, going out east 6<sup>th</sup> towards WWTP on right side across from KNEL's tower. There's water, electric and sewer. It's before you take the first curve towards plant. Mayor Groves said that's in the 100 year flood plain. Mayor Groves said it has been discussed before. At one time KNEL was interested in swapping land to build animal control where the antenna is because it's out of the flood plain but there is concern with the wires to the antenna. Mayor Groves said we may be able to move dirt. Miller said there would have to be a pad increase. Erin said the facility we have currently is inadequate. There is not a quarantine facility. If there's a bite, we're supposed to euthanize immediately then send to Austin for testing. Also, the animal control girls are having a constant battle with ticks at the property. Conditions are not sanitary for animals or our staff. Erin thinks we can relocate their current office and put up a pre-fab building for kennels, a 40 x 60 metal building, adequate heating and cooling, drainage and hot water. The bid she got to tear apart the current facility is \$150,000. The bid for the metal building is \$96,000. It wasn't done correctly. The situation is not going to go away.

Fire/EMS/PD Facility was not discussed.

Lake Property – Erin Corbell said she is still waiting for appraisals. She is supposed to have written appraisals this week for the lake house, the 110 acres and the small lot in Lakeview addition. The lake house is a unique property for this area. The appraised value will be the absolute minimum and will go for much more than appraisal. Council needs to discuss the 480 acres on the south side; whether to sell as one chunk or continue making improvements to sell for maximum value. Steven Miller said the estimate is approximately \$1 million to run a water line. Erin said she was thinking maybe we can do what they did with the bluffs, they didn't have water on at the time it was sold, but with the promise of water access. Erin said we can sell with the value of water access, then bring water extension after property is sold. Steven Miller said we're trying to develop a fire hydrant that can support a substantial flow. We can back off and recognize the hydrant won't be very well supported, but that condition exists in other locations in Brady. The cost would come down below \$1 million. The issues for the water line is getting it under the creek. The state requires a 2 bore method for public water lines. That's a huge cost to get it under the creek. Also trying to look into connecting the pipe to bridge, but TXDOT doesn't like that idea. Miller said we're most likely looking into a bore under creek. A 12" line would support the hydrant. Council Member Huffman said we have the money in the water fund to pay for the extension of the water line. Steven Miller said if you have water on a lake front property, it's very attractive. Erin said she thinks for the most value, the property needs to be broken down and serviced. Council Member Elliston doesn't think we're going to have any problem selling it. Council Member May said he thinks this is the time to do it, and we need to go. Council Member Land said you can only build down to flood plain, not down to the lake. Council Member Huffman said you can if you're paying cash; the issue is getting a mortgage. Council Member Huffman said we can go ahead and divide and sell it without water. Erin said we would have to develop a timeline for the water extension. Council Member Land said he wondered if we want to keep any of the property by the lake for a park or anything. Council Member May said you would reduce the value of the property. Erin would like the south side to be Single Family 10 rather than Single Family 5. Council Member Sutton said the City might want to review the subdivision ordinance. Council Member May said one of the problems is getting there. It's a long way from town but if they subdivide it will sell quick.

**5. Plan:**

Future work sessions and dates / topics – There was no discussion

**6. Discuss Process and Announcements**

Lisa asked council to leave their books and she will update them. The proposed budget will be presented the first meeting in August.

**7. ADJOURNMENT**

There being no further business, the mayor adjourned the meeting at 3:03 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>	7-19-2022	<b>AGENDA ITEM</b>	5.
<b>AGENDA SUBJECT:</b> Third Quarter Financial Report – FY 22			
<b>PREPARED BY:</b>	Lisa McElrath	<b>Date Submitted:</b>	7-15-22
<b>EXHIBITS:</b>	Financial Report as of June 30, 2022 Fund Balance and Cash Reconcilement Investment Activity Report Reconciled Cash and Utility Billing Summary Sales Tax Chart by Fiscal Year Utility Customer Service Reports BVFD expenditure report		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b> Financial Reports for third quarter-end (75%) of FY 22 have been emailed to you for review and placed on the website for public view.  City Sales Tax collections (excluding collections dedicated to the Brady EDC) through June 30, 2022 total \$785,298 and are at 76% of budget projections.  Total Sale Tax Collections (including collections dedicated to Brady EDC) through the month of June are \$23,567, or 3.1% more than the same time last year.  Current Property tax collections total \$847,904 and are at 98.2% of budget projections.  Revenues and Expenditures for the city's Electric, Water/Sewer, Solid Waste funds are tracking in line with budget goals.  The Gas Fund reflects over 100% of budgeted revenues (Pass-through fuel charge) and expenditures (Gas purchases) as a result of significantly higher natural gas prices due to market recovery efforts from the freeze event in 2021.  The DW and CW projects are both fully under way, utilizing fund reserves as budgeted.			

<b>RECOMMENDED ACTION:</b>
This item is for presentation and discussion purposes only.

CITY OF BRADY  
MONTHLY FINANCIAL REPORT  
AS OF: JUNE 30TH, 2022

75.00% OF FISCAL YEAR

	CURRENT BUDGET	YEAR TO DATE ACTUAL	YEAR TO DATE % TO DATE	YEAR TO DATE PRIOR YEAR
<b>BEGINNING FUND BALANCE &amp;</b>				
NET WORKING CAPITAL	47,688,441.32	47,688,441.32		58,822,257.42
<b>REVENUES</b>				
10 -GENERAL FUND	7,628,842.00	6,108,544.46	80.07	6,268,321.73
11 -GEN CONSTRUCTION FUND	2,752,000.00	0.00	0.00	0.00
20 -ELECTRIC FUND	7,313,265.00	5,361,210.89	73.31	4,974,501.07
30 -WATER / SEWER FUND	4,677,500.00	3,096,791.20	66.21	3,016,645.81
33 -WATER CONSTRUCTION FU	330,000.00	7,957.10	2.41	9,896.23
35 -WWTP CONSTRUCTION FUN	265,880.00	47,553.14	17.89	1,907,107.71
40 -GAS FUND	961,500.00	1,186,807.61	123.43	1,125,800.99
50 -UTILITY SUPPORT FUND	633,114.00	471,399.88	74.46	435,630.30
60 -SOLID WASTE FUND	1,429,000.00	1,211,278.81	84.76	974,742.28
61 -STREET SANITATION FUN	74,000.00	55,687.26	75.25	68,420.32
80 -SPECIAL REVENUE FUND	631,200.00	395,281.15	62.62	332,457.03
81 -CEMETERY FUND	43,100.00	48,101.87	111.61	43,409.91
82 -HOTEL/MOTEL FUND	190,000.00	139,583.63	73.47	101,645.02
83 -SPECIAL PURPOSE FUND	2,900.00	11,463.77	395.30	1,635.62
<b>TOTAL REVENUES</b>	<b>26,932,301.00</b>	<b>18,141,660.77</b>	<b>67.36</b>	<b>19,260,214.02</b>
<b>EXPENDITURES</b>				
10 -GENERAL FUND	9,217,463.00	5,659,749.90	61.40	5,431,734.52
11 -GEN CONSTRUCTION FUND	394,000.00	53,225.00	13.51	0.00
20 -ELECTRIC FUND	7,233,914.00	5,081,879.51	70.25	5,718,133.98
30 -WATER / SEWER FUND	5,153,534.00	2,429,435.85	47.14	2,384,602.24
33 -WATER CONSTRUCTION FU	15,686,586.00	3,338,639.88	21.28	9,861,994.95
35 -WWTP CONSTRUCTION FUN	16,076,056.00	3,506,202.18	21.81	144,023.48
40 -GAS FUND	1,140,853.00	1,248,919.48	109.47	894,444.53
50 -UTILITY SUPPORT FUND	652,310.00	487,083.46	74.67	448,406.81
60 -SOLID WASTE FUND	1,496,715.00	936,286.82	62.56	1,089,390.16
61 -STREET SANITATION FUN	101,775.00	42,462.18	41.72	66,639.57
80 -SPECIAL REVENUE FUND	714,044.00	353,765.24	49.54	307,584.90
81 -CEMETERY FUND	58,626.00	31,534.23	53.79	46,874.26
82 -HOTEL/MOTEL FUND	205,500.00	99,646.81	48.49	144,636.51
83 -SPECIAL PURPOSE FUND	8,240.00	10,168.10	123.40	4,674.70
<b>TOTAL EXPENDITURES</b>	<b>58,139,616.00</b>	<b>23,278,998.64</b>	<b>40.04</b>	<b>26,543,140.61</b>
<b>REVENUES OVER/(UNDER) EXPENDITURES</b>	<b>(31,207,315.00)</b>	<b>( 5,137,337.87)</b>		<b>( 7,282,926.59)</b>
<b>ENDING FUND BALANCE &amp;</b>				
NET WORKING CAPITAL	16,481,126.32	42,551,103.45		51,539,330.83

**FUND BALANCE AND CASH RECONCILEMENT**  
**As of: June 30, 2022**

		<b>Total Cash</b>
<b>COMMERCIAL NATIONAL BANK</b>		
<b>Operating Account</b>	#1053355	\$ 11,917,779.90
<b>Airport Fuel Payment Account</b>	#1053442	\$ 68,450.27
<b>CW Construction - 2019</b>	#1053513	\$ 0.08
<b>Sinking Fund 2000 - WTP</b>	#1053368	\$ 36,685.29
<b>Sinking Fund 2012 - Refunding</b>	#1053371	\$ 178,602.62
<b>Sinking Fund 2012 - WWTP</b>	#1053384	\$ 107,687.28
<b>Sinking Fund 2013 - DW</b>	#1053397	\$ 31,291.82
<b>Sinking Fund 2019 - DW</b>	#1053426	\$ 277,420.84
<b>Sinking Fund 2019 A - CW</b>	#1053413	\$ 143,544.73
<b>Sinking Fund 2019 B - CW</b>	#1053400	\$ 58,806.44
<b>Sinking Fund 2021 - CW</b>	#1055797	\$ 100.31
<b>Drug Seizure FDS</b>	#1053455	\$ 5,186.45
<b>Police Educational</b>	#1053468	\$ 4,367.55
<b>Court Security</b>	#1053471	\$ 5,274.78
<b>Court Technology</b>	#1053484	\$ 4,600.36
<b>Community Development Block</b>	#1053497	\$ 3,903.44
<b>Cash on Hand</b>		\$ 1,880.00
 <b>Bank Balances - Interest rate 1.38%</b>	<b>Subtotal</b>	<b>\$ 12,845,582.16</b>
 <b>Certificates of Deposit at CNB</b>		 \$ 6,010,484.93
<b>BOKF Escrow Account - DW CO 2019</b>		\$ 10,686,277.36
<b>BOKF Escrow Account - DW LF 2019</b>		\$ 1,473,635.89
<b>BOKF Escrow Account - DW EDAP 2019</b>		\$ 386,039.15
<b>BOKF Escrow Account - CW CO 2019A</b>		\$ 8,342,998.05
<b>BOKF Escrow Account - CW CO 2019B</b>		\$ 1,022,048.66
<b>BOKF Escrow Account - CW LF 2019</b>		\$ 1,299,524.24
<b>BOKF Escrow Account - CW CO 2021</b>		\$ 1,834,228.65
 <b>Subtotal</b>	 <b>\$ 31,055,236.93</b>	
 <b>TOTAL CASH BALANCES RECONCILED</b>		 <b>43,900,819.09</b>
 <b>6/30/22 GENERAL LEDGER</b>		
<b>Total Current Non-Cash Assets - All Funds</b>		 964,180.23
<b>(Total Current Liabilities - All Funds)</b>		(2,313,895.87)
<b>Total Fund Balance / Net Working Capital</b>		<b>42,551,103.45</b>

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

**DATE: June 30, 2022**

Certificates of Deposit at		Commercial National Bank:						Interest Earnings	
								Y-T-D	
1.	#33098	\$2,003,169.86	at	0.65%	for	24 months	maturity	2/2/2024	\$3,169.86
2.	#33099	\$4,007,315.07	at	0.75%	for	36 months	maturity	2/2/2025	\$7,315.07

**GRAND TOTAL    \$6,010,484.93    TOTAL SHORT-TERM CASH INVESTMENTS**

Interest is paid quarterly.

The City investment portfolio is in compliance with the PFIA and the City's investment strategy as outlined in the Council approved Investment Policy dated 10-05-21 by Resolution 2021-024.

Lisa McElrath

Lisa McElrath, Investment Officer

**RECONCILED OPERATING CASH / TOTAL UTILITY BILLINGS**

## **Fiscal Year 21-22**

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

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

The charts below contain sales tax revenue allocated each month by the Texas State Comptroller. Please contact and search the [Texas Comptroller's website](#) if you notice an incorrect amount.

For example, the February allocations reflect December sales, collected in January and allocated in February.

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

- [View Grid Based on Calendar Year](#)
- [View Grid With All Years](#)

[Download to Excel](#)

Change Fiscal Year		09/30/2023														
Year	October	November	December	January	February	March	April	May	June	July	August	September	Total			
2022	\$100,659	\$110,547	\$110,670	\$112,512	\$119,933	\$89,202	\$90,754	\$118,313	\$104,559	\$106,126	\$0	\$0	\$1,063,275			
2021	\$97,505	\$102,843	\$95,512	\$100,910	\$118,480	\$88,588	\$85,665	\$131,540	\$107,199	\$106,167	\$115,244	\$102,302	\$1,251,954			
2020	\$94,161	\$95,033	\$98,358	\$107,077	\$114,736	\$90,220	\$86,583	\$101,797	\$101,393	\$109,646	\$105,702	\$97,317	\$1,202,025			
2019	\$108,700	\$97,871	\$99,563	\$102,849	\$102,877	\$97,257	\$96,793	\$108,828	\$94,204	\$91,085	\$99,315	\$87,187	\$1,186,530			
2018	\$101,224	\$103,733	\$112,475	\$107,463	\$108,139	\$94,294	\$88,618	\$106,428	\$105,435	\$94,199	\$103,004	\$98,016	\$1,223,027			
2017	\$87,306	\$91,161	\$89,413	\$100,033	\$109,289	\$86,358	\$97,988	\$101,730	\$86,536	\$97,051	\$103,953	\$100,236	\$1,151,056			
2016	\$143,834	\$112,101	\$107,933	\$98,515	\$113,278	\$84,869	\$85,238	\$96,257	\$81,982	\$80,944	\$94,673	\$85,349	\$1,184,973			
2015	\$113,438	\$115,026	\$128,575	\$118,282	\$127,008	\$90,659	\$99,414	\$119,166	\$107,160	\$99,436	\$107,394	\$106,966	\$1,332,523			
2014	\$86,905	\$90,223	\$83,575	\$87,608	\$114,999	\$83,194	\$86,383	\$103,052	\$119,190	\$96,615	\$101,343	\$109,279	\$1,162,366			
2013	\$81,575	\$84,095	\$78,857	\$88,594	\$108,399	\$69,954	\$76,038	\$92,661	\$84,448	\$82,176	\$91,353	\$87,852	\$1,026,002			
2012	\$76,182	\$79,173	\$73,628	\$81,661	\$100,901	\$64,794	\$79,473	\$88,392	\$76,641	\$60,890	\$87,159	\$105,230	\$974,124			
2011	\$78,998	\$93,104	\$65,476	\$83,507	\$93,953	\$70,399	\$72,121	\$81,841	\$76,174	\$71,819	\$84,522	\$71,003	\$942,918			
2010	\$70,849	\$72,537	\$66,287	\$69,364	\$86,286	\$70,868	\$54,779	\$73,192	\$69,685	\$64,455	\$93,443	\$58,872	\$850,618			
2009	\$79,109	\$125,392	\$86,622	\$79,704	\$95,830	\$73,457	\$68,319	\$79,191	\$78,551	\$96,167	\$89,024	\$73,646	\$1,025,012			

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**CITY OF BRADY  
CITY COUNCIL CORRESPONDENCE**

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**TO:** **MAYOR AND COUNCIL**  
**FROM:** **FINANCE / UTILITY DEPARTMENTS**  
**SUBJECT:** **MONTHLY CUSTOMER SERVICE REPORT**  
**DATE:** **June 30, 2022**

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SERVICES	FISCAL YEAR 2022											
	October	November	December	January	February	March	April	May	June	July	August	September
Received Phone Calls	832	743	689	630	611	520	397	529	521			
Returned Calls	57	58	66	61	36	43	27	60	161			
Residential Apps	50	31	27	30	27	29	33	22	29			
Commercial Apps	8	8	2	2	4	4	1	2	4			
Service Orders	189	152	151	130	125	162	120	112	125			
Utility Onsite Payments	830	722	849	720	700	967	787	779	777			
Utility Mail Payments	793	825	767	930	634	796	662	747	682			
Utility Online Payments	655	696	708	719	729	750	733	701	674			
Utility Draft Payments	525	521	523	524	527	538	542	549	553			

**SERVICE ORDER REPORT FY 21-22**

<b>TOTALS BY JOB CODE</b>	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
BTP - BULK TRASH PICKUP	0	0	0	0	0	2	0	0	0				2
CC - BRUSH CHIPPING	5	1	3	1	1	3	0	2	1				17
C&S - CLEAN AND SHOW	0	0	0	0	0	0	0	0	0				0
CHG - SERVICE CHANGE	9	6	5	2	2	6	1	4	1				36
CON - CONNECT SERVICE	26	13	16	12	15	13	10	8	15				128
DEMO - DEMILITION (New Code Added)	0	0	0	0	0	0	0	0	0				0
DIS - DISCONNECT SERVICE	18	25	16	10	8	12	13	5	8				115
DMP - DUMPSTER SERVICE CHANG	0	2	0	1	0	0	0	0	1				4
EOUT - ELECTRIC OUTAGE	0	4	1	3	0	4	1	1	1				15
FD - FORCED DISCONNECT	43	34	43	31	24	52	44	31	50				352
Gas - Gas Pressure Test Needed			1	0	0	0	0	0	0				1
GL - GAS LEAK	2	3	3	1	0	0	4	0	2				15
GOUT - GAS OUTAGE	0	0	0	0	0	0	0	0	0				0
MCE - ELECTRIC METER CHANGEOUT	2	6	4	0	2	4	6	5	3				32
MCG - GAS METER CHANGEOUT	0	0	2	0	3	3	1	0	1				10
MCW - WATER METER CHANGEOUT	10	4	5	0	4	2	2	2	5				34
MISC - MISCELLANEOUS	12	10	13	14	13	11	21	12	17				123
NONCO - NON COMPLIANCE CODE	0	0	0	0	0	0	0	0	0				0
NONPAY - DISCONNECT FOR NON PAY	10	14	9	6	4	13	12	6	6				80
PH - STREET POTHOLE	1	0	2	0	1	0	0	1	2				7
PPM - PUBLIC PROPERTY	0	0	1	0	0	1	0	0	0				2
PL - PILOT LIGHT ON/OFF	1	0	0	0	0	0	0	0	1				2
PLY - POLYCART SVC CHANGE	15	15	23	13	10	11	18	11	21				137
PULL - PULL METER	12	21	3	5	2	13	4	8	7				75
RC - CHECK READ	38	18	14	23	20	41	27	25	34				240
REINS - REINSTATEMENT OF SERVICE	2	4	5	2	0	4	5	3	0				25
SBU - SEWER BACK UP	1	2	0	0	2	5	4	2	0				16
SC - STREET CUTS FOR TAPS	1	0	7	0	0	0	0	1	1				10
SL - SECURITY LIGHTS REPAIR	3	3	7	3	2	4	3	2	3				30
TT - TREE TRIMMING	0	1	1	0	0	0	2	1	1				6
WL - WATER LEAK	11	8	9	2	11	5	21	7	10				84
WOUT - WATER OUTAGE	0	0	0	1	2	1	1	0	0				5
<b>TOTAL ALL CODES</b>	<b>222</b>	<b>194</b>	<b>193</b>	<b>130</b>	<b>126</b>	<b>210</b>	<b>200</b>	<b>137</b>	<b>191</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1603</b>

<b>SERVICE ORDER DELEGATION BY GROUP</b>	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
CODE ENFORCEMENT	0	0	0	0	0	0	0	0	0				0
ELECTRIC	9	23	16	11	12	19	14	14	14				132
GAS	7	4	7	2	3	9	5	0	5				42
METER TECHNICIAN	163	131	112	94	75	143	121	93	122				1054
PPM	0	1	1	0	0	1	0	0	0				3
SOLID WASTE	15	17	23	14	10	11	18	11	22				141
STREETS	10	3	13	1	2	5	0	4	7				45
WATER	18	15	21	8	24	22	42	15	21				186
<b>TOTAL</b>	<b>222</b>	<b>194</b>	<b>193</b>	<b>130</b>	<b>126</b>	<b>210</b>	<b>200</b>	<b>137</b>	<b>191</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1603</b>

**BNB/Brady VFD Maintenance Fund**

**City Council  
City of Brady, Texas**

## Agenda Action Form for Ordinance

<b>AGENDA DATE:</b>	7-19-2022	<b>AGENDA ITEM</b>	7.A.
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding the <b>second and final reading of Ordinance 1343</b> to amend the FY22 Budget to allow for unplanned landfill related expenditure (Fund 60).		
<b>PREPARED BY:</b>	Steven Miller	<b>Date Submitted:</b>	6-27-2022
<b>EXHIBITS:</b>	Ordinance 1343 Amendment Request Write-up for new expenditure request TCEQ Proposed Agreed Order		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$58,800	
	<b>Amount Budgeted:</b>	0.00	
	<b>Appropriation Required:</b>	\$58,800	
<b>CITY MANAGER APPROVAL:</b>			

<b>SUMMARY:</b> Texas Commission on Environmental Quality (TCEQ) performed an unannounced site visit for inspection purposes last Fall or October 2021. An outcome of the site inspection noted approximately twelve (12) alleged violations of which five (5) were classified as Major with seven (7) listed as Minor. The formal TCEQ follow up was the release of a Proposed Agreed Order letter dated June 17, 2022, in which the administrative penalties totaled an amount of \$161,887. TCEQ offers recipients reduced fines through the participation of Supplemental Environmental Projects (SEP). In this case, a defer amount of \$32,377 was offered for a <b>revised penalty of \$129,510</b> . City staff has elected to make application for a Compliance SEP for modifying city's landfill permit addressing one of the listed violations.
---

<b>RECOMMENDED ACTION:</b> <b>Mayor will ask:</b> “Madam City Secretary please read the Ordinance Preamble for the record in accordance with the City Charter.” “Secretary reads preamble”  <b>Mayor calls for a motion:</b> Move to approve the <b>second and final</b> reading of Ordinance 1343.
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**ORDINANCE NO. 1343**

**AN ORDINANCE OF THE CITY OF BRADY, TEXAS AMENDING THE FISCAL  
YEAR 2021-2022 BUDGET**

An ordinance amending the 2021-2022 Fiscal Year Budget for municipal purposes as follows:

Increasing the Solid Waste Fund expenditures by \$58,800 for the purpose of engaging professional services to comply with the regulatory agency TCEQ Agreed Order directives.

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF  
BRADY TEXAS** that the FY 2021-2022 budget be amended accordingly for municipal purposes.

**APPROVED UPON FIRST READING THIS THE 5th DAY OF JULY 2022,**

**APPROVED AND PASSED UPON SECOND READING THIS THE 19<sup>st</sup> DAY OF JULY  
2022.**

---

Anthony Groves, Mayor

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

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

<b>AGENDA DATE:</b>	07/19/2022	<b>AGENDA ITEM</b>	7.B.
<b>AGENDA SUBJECT:</b> Discussion, consideration, and possible action regarding <b>the second and final reading of Ordinance 1344</b> of the City of Brady, Texas amending 2021/2022 BEDC Budget to fund Brady Monument Works, Sandy's Kitchen and Catering and Channing Booker			
<b>PREPARED BY:</b>	Erin Corbell	<b>Date Submitted:</b>	07/01/2022
<b>EXHIBITS:</b>	Ordinance 1344 Amended budget		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	<b>\$245, 543</b>	
	<b>Amount Budgeted:</b>		
	<b>Appropriation Required:</b>		
<b>CITY MANAGER APPROVAL:</b>			
<b>SUMMARY:</b>  On May 5, 2022, the Brady Economic Development Corporation approved three projects: Brady Monument Works for the purchase of a building (\$125,000), Sandy's Kitchen for the upgrade of their building and equipment and the purchase of a used vehicle (\$40,543) and Channing Booker for the purchase of JK Awards and Designs (\$80,000).  On June 30, 2022, the BEDC board met to hold the required public hearing for the project and voted on to amend their budget to support the projects.  This item formally amends the BEDC budget to fund the projects.			
<b>RECOMMENDED ACTION:</b>  <b>Mayor will ask:</b> <u>"Madam City Secretary please read the Ordinance Preamble for the record in accordance with the City Charter."</u> "Secretary reads preamble"  <b>Mayor calls for a motion:</b> Move to approve the second and final reading of Ordinance 1344 to amend BEDC budget in the amount of \$245,543.			

**ORDINANCE NO. 1344**

**AN ORDINANCE OF THE CITY OF BRADY, TEXAS APPROVING AMENDMENT TO  
BRADY TYPE B ECONOMIC DEVELOPMENT CORPORATION FOR FISCAL YEAR  
2021-2022 BUDGET TO INCLUDE BRADY MONUMENT WORKS, CHANNING  
BOOKER AND SANDY'S KITCHEN AND CATERING**

**WHEREAS**, both the Brady Type B Economic Development Corporation and the City Council of the City of Brady, Texas have approved a Performance Agreement with Promissory Note with a three loan/grants totally four hundred forty five thousand five hundred forty three dollars and no/100 (\$245,543) being qualified Projects as that term is defined under the Texas Local Government Code, Chapters 501 and 505, *et seq.*, as amended, known as the Development Corporation Act of 1979; and

**WHEREAS**, such Project was not included in the original budget for the Brady Type B Economic Development Corporation FY 2021-2022; and

**WHEREAS**, the Brady Type B Economic Development Corporation Board has approved the inclusion of this Project through a budget amendment, subject to the approval of this City Council.

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF  
BRADY TEXAS** that the Brady Type B Economic Development Corporation FY 2021-2022 Budget be amended in accordance with the Budget as shown in Attachment A, which is hereby incorporated herein for all purposes.

**APPROVED UPON FIRST READING THIS THE 5<sup>th</sup> DAY OF JULY, 2022.**

**APPROVED UPON SECOND AND FINAL READING THIS THE 19<sup>th</sup> DAY OF JULY,  
2022.**

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Anthony Groves, Mayor

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

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

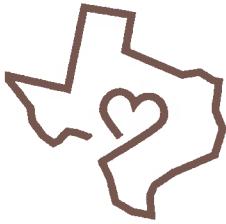
AGENDA DATE:	7/19/2022	AGENDA ITEM	7.C.				
AGENDA SUBJECT:		Discussion, consideration, and possible action regarding approval of disposition of City-owned assets through the Public Surplus online auction ( <a href="http://www.publicsurplus.com">www.publicsurplus.com</a> ).					
PREPARED BY:		Dorsey Bustamante/Lisa McElrath	Date Submitted: 7/7/2022				
EXHIBITS:		Memorandum by Departments/Division and pictures of City-owned assets for disposition.					
BUDGETARY IMPACT:		Required Expenditure:	\$0.00				
		Amount Budgeted:	\$0.00				
		Appropriation Required:	\$0.00				
CITY MANAGER APPROVAL:							
SUMMARY: Requesting for the disposition of City-owned assets approved and submitted by Department Heads.							
Department/ Division	Year	Description	Make/Model	Condition	Mileage /Hour	Tag No.	Asset ID
Airport	1976	Truck, 1,500 GL AvGas	International	Poor	N/A	371	N/A
Airport	1990	Tank, Fuel 100LL 10,000 GL	N/A	Unknown	N/A	N/A	10-2-TK-2
Fire	1992	Fire Apparatus	Spartan	Poor	72,100	547	10-7-HE-5
Fire/VFD	1996	Fire Apparatus	Spartan	Poor	11,978	481	N/A
Fire/VFD	2008	Cab & Chassis	Ford F-350	Poor	N/A	560	10-29-VH-9
PPM	1995	Pick-up	Ford F-150	Poor	N/A	161	10-3-VH-13
Police	2010	Sedan	Ford Crown Victoria	Fair	81,500	561	10-8-VH-16
Police	2011	Sedan	Ford Crown Victoria	Fair	81,000	562	10-8-VH-17
Street	2003	Truck, Dump 12 Yard	International Harvester	Fair	190,580	580	10-12-HE-24
WWTP	1989	Backhoe	John Deere 310C	Poor	N/A	47	30-23-HE-2
The City's Standard Operating Procedure of Disposal of Surplus and Salvage states that the primary disposal method will be by online auction. Public Surplus is a nation-wide online auction specifically designed to sell public property.							
Staff will place a notice in the local newspaper for two consecutive weeks to alert the public that the City will place the approved surplus property on the <a href="http://www.publicsurplus.com">www.publicsurplus.com</a> website beginning August 1, 2022 through September 2, 2022.							

The average sales period once placed online, is two weeks. Extensions can be initiated if the item does not sell in the two-week time frame. The 10% online service fee is paid by the buyer along with any other taxes due upon sale. Public Surplus collects the money from the buyer and delivers the funds to the City. The buyer is responsible for all costs associated with the pick-up and transport of the item.

Should the items not sell on the Public Surplus online auction, staff will make arrangements to sell the equipment to a metal recycling company either locally or in the San Angelo, TX area.

**RECOMMENDED ACTION:**

Move to approve the disposition of City-owned assets listed above and give the City Manager the authority to dispose of the confirmed city surplus property in the manner most advantageous to the City through the Public Surplus online auction ([www.publicsurplus.com](http://www.publicsurplus.com)), or recycle.



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

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

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

To: Erin Corbell  
City Manager

From: Dorsey Bustamante  
Purchasing Agent

Date: May 3, 2022

cc: Lisa McElrath  
Finance Director

Subject: Approval - disposition of surplus & salvage

The Department of Community Services is requesting the approval for the disposition of surplus and salvage through the Public Surplus website ([www.publicsurplus.com](http://www.publicsurplus.com)). The following assets are no longer used by the department/division because of condition, age, cost of maintenance and/or obsolete.

Department/Division	Year	Description	Make/Model	Condition	Tag No.	Asset ID
Airport	1976	Truck, 1,500 GL AvGas	International	Poor	371	N/A
Airport	1990	Tank, Fuel 100LL	N/A	Unknown	N/A	10-2-TK-2

Upon approval by City Council and the completion of the disposition of surplus and salvage, all documentation will be forward to the Finance Department. The Finance Department will ensure that the asset is removed from the Incode - fixed asset module and required documentation is forward to TML to remove the asset from the Risk Management pool.

Approval(s):

Lisa Perry  
Lisa Perry  
Curtis Field Airport Manager

Erin Corbell  
Erin Corbell  
City Manager

Airport  
1976 Truck International Unit  
371



Airport  
1990 Tank  
Fuel 100LL





**BRADY**  
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To: Erin Corbell  
City Manager

From: Dorsey Bustamante  
Purchasing Agent

Date: May 3, 2022

cc: Lisa McElrath  
Finance Director

Subject: Approval - disposition of surplus & salvage

The Fire/EMS Department is requesting the approval for the disposition of surplus and salvage through the Public Surplus website ([www.publicsurplus.com](http://www.publicsurplus.com)). The following assets are no longer used by the department because of condition, age, cost of maintenance and/or obsolete.

Please see attached memorandum signed by the Brady Volunteer Fire Department (BVFD) approving the disposal of the 1996 Fire Apparatus Spartan and the 2008 Cab & Chassis Ford F-350. These assets are co-owned with the BVFD.

Department/Division	Year	Description	Make/Model	Condition	Tag No.	Asset ID
Fire/EMS	1992	Fire Apparatus	Spartan	Poor	547	10-7-HE-5
Fire/EMS	1996	Fire Apparatus	Spartan	Poor	481	N/A
Fire/EMS	2008	Cab & Chassis	Ford F-350	Poor	560	10-29-VH-9

Upon approval by City Council and the completion of the disposition of surplus and salvage, all documentation will be forward to the Finance Department. The Finance Department will ensure that the asset is removed from the Incode - fixed asset module and required documentation is forward to TML to remove the asset from the Risk Management pool.

Approval(s):

Chief Lloyd Perrin  
Fire/EMS Department

Erin Corbell  
City Manager



**BRADY FIRE / EMS DEPARTMENT**  
216 W. Commerce Street, Brady Texas, 76825  
P. (325) 597-2311 F. (325) 597-1625  
[www.bradytx.us](http://www.bradytx.us)

Brady Volunteer Fire Department

Chief JT Owens,

In order to move forward on liquidating vehicles at G Rollie White it was brought to my attention that the Brady Volunteer Fire Department is half ownership in the 1996 Fire Apparatus VIN # 4S7AT9D0XTC020042 and the 2008 Cab & Chassis VIN #1FTWW33R58EA44496. The City of Brady needs written approval from you.

I, JT OWENS Fire Chief of the Brady Volunteer Fire Department gives the City of Brady written approval for disposal of the two units in the above paragraph.

JT Owens (Print Name)

JT Owens (Signature)

Thank you, Chief Owens, for your time and understanding. These units served well for their time of service,

Thank you, Chief Perrin

Fire  
1992 Fire Apparatus  
Spartan Unit 547



Fire/VFD  
1996 Fire Apparatus  
Spartan Unit 481



**Fire/VFD**  
**2008 Cab & Chassis**  
**Ford F-350 Unit 560**





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

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

To: Erin Corbell  
City Manager

From: Dorsey Bustamante  
Purchasing Agent

Date: May 3, 2022

cc: Lisa McElrath  
Finance Director

Subject: Approval - disposition of surplus & salvage

The Department of Community Services is requesting the approval for the disposition of surplus and salvage through the Public Surplus website ([www.publicsurplus.com](http://www.publicsurplus.com)). The following assets are no longer used by the department/division because of condition, age, cost of maintenance and/or obsolete.

Department/Division	Year	Description	Make/Model	Condition	Tag No.	Asset ID
Golf Course	2005	Mower	Jacobsen Tri-King 1800G	Fair	497	10-5-GE-4
Golf Course	2006	Mower	John Deere JD 3225C	Fair	626	10-5-GE-8
Golf Course	2006	Travel Trailer	Cavalier	Fair	1316	10-5-VH-3
Lake	2005	Travel Trailer	Jayco	Fair	1320	10-32-VH-3
Lake	2006	Travel Trailer	Fleetwood	Fair	1327	10-32-VH-4
Lake	2006	Travel Trailer	Fleetwood	Fair	1328	10-32-VH-5
PPM	1992	Backhoe	Case 480F	Fair	44	10-3-HE-15
PPM	1995	Pick-up	Ford F-150	Poor	161	10-3-VH-13

Upon approval by City Council and the completion of the disposition of surplus and salvage, all documentation will be forward to the Finance Department. The Finance Department will ensure that the asset is removed from the Incode - fixed asset module and required documentation is forward to TML to remove the asset from the Risk Management pool.

Approval(s):

  
Stephen Morgan  
Superintendent

  
Erin Corbell  
City Manager

PPM  
1995 Pick-up  
Ford F-150 Unit 161





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

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

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

To: Erin Corbell  
City Manager

From: Dorsey Bustamante  
Purchasing Agent

Date: May 11, 2022

cc: Lisa McElrath  
Director of Finance

Subject: Approval - disposition of surplus & salvage

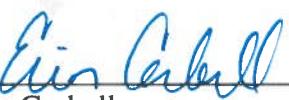
The Police Department is requesting the approval for the disposition of surplus and salvage through the Public Surplus website ([www.publicsurplus.com](http://www.publicsurplus.com)). The following assets are no longer used by the department because of condition, age, cost of maintenance and/or obsolete.

Department/Division	Year	Description	Make/Model	Condition	Mileage	Tag No.	Asset ID
Police	2010	Sedan	Ford Crown Victoria	Fair	81,500	561	10-8-VH-16
Police	2010	Sedan	Ford Crown Victoria	Poor	81,000	562	10-8-VH-17

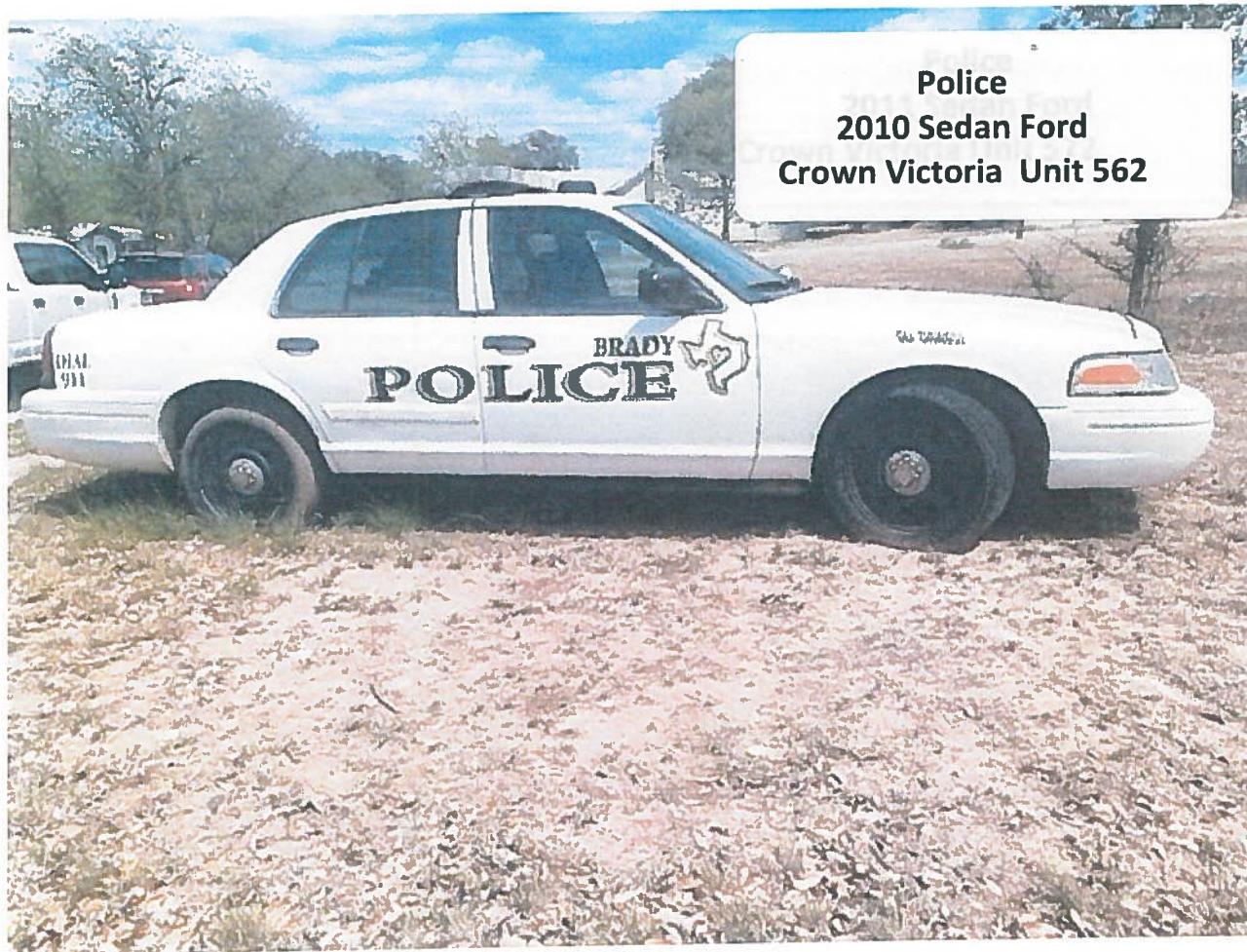
Upon approval by City Council and the completion of the disposition of surplus and salvage, all documentation will be forward to the Finance Department. The Finance Department will ensure that the asset is removed from the Incode - fixed asset module and required documentation is forward to TML to remove the asset from the Risk Management pool.

Approval(s):

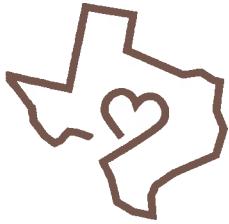
Chief Steve Thomas  
Police Department

  
Erin Corbell  
City Manager





Police  
2010 Sedan Ford  
Crown Victoria Unit 562



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

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

To: Erin Corbell  
City Manager

From: Dorsey Bustamante  
Purchasing Agent

Date: May 3, 2022

cc: Lisa McElrath  
Finance Director

Subject: Approval - disposition of surplus & salvage

The Department of Public Works is requesting the approval for the disposition of surplus and salvage through the Public Surplus website ([www.publicsurplus.com](http://www.publicsurplus.com)). The following assets are no longer used by the department because of condition, age, cost of maintenance and/or obsolete.

Department/Division	Year	Description	Make/Model	Condition	Tag No.	Asset ID
Street	1987	Pothole Patcher	AMZ	Poor	106	10-12-HE-2
Street	2003	Truck Dump 12 YD	International	Fair	580	10-12-HE-24
WWTP	1989	Backhoe	John Deere 310C	Poor	47	30-23-HE-2
WWTP	1992	Generator	Cummins	Poor	N/A	30-23-BF-6

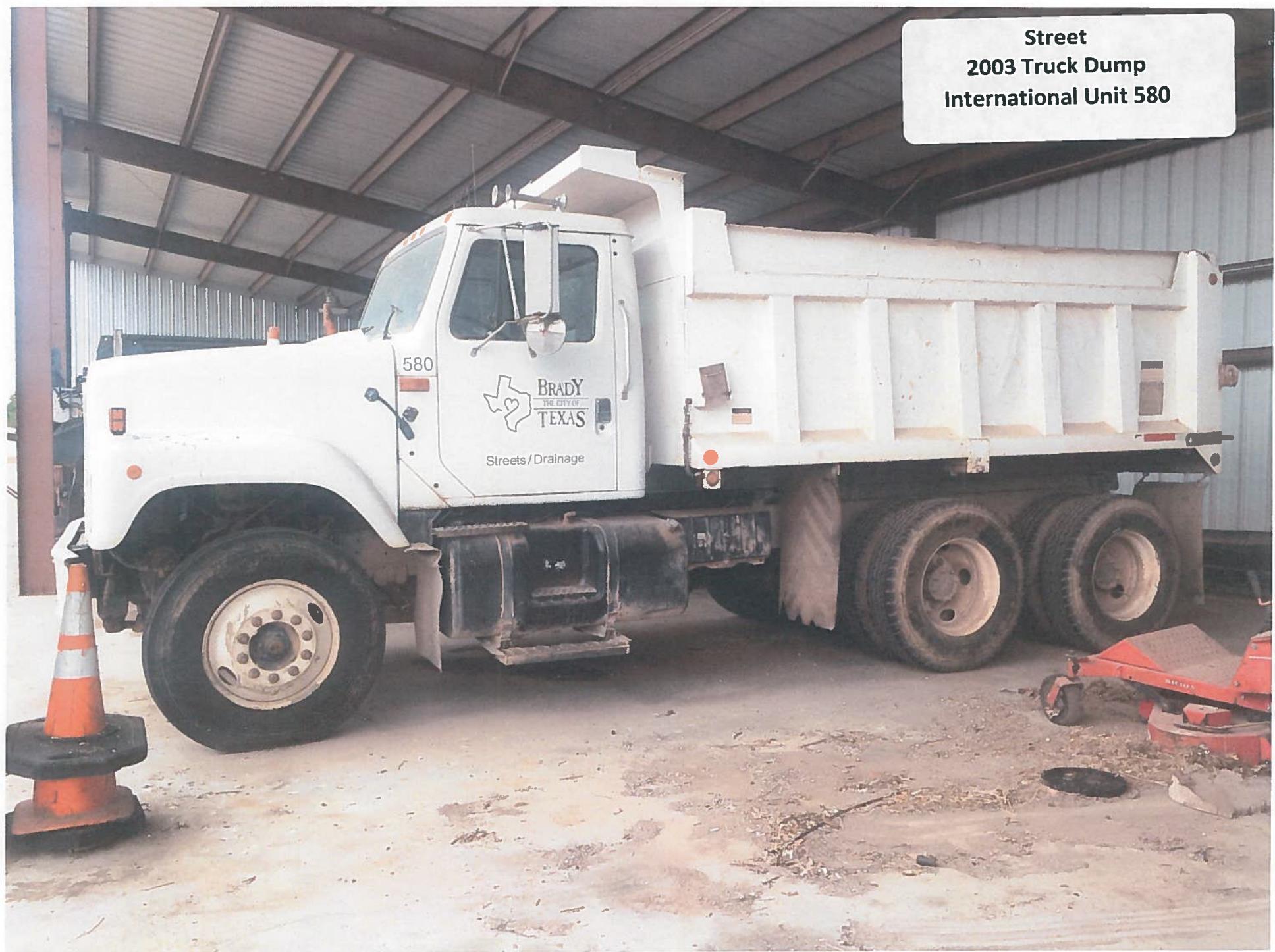
Upon approval by City Council and the completion of the disposition of surplus and salvage, all documentation will be forward to the Finance Department. The Finance Department will ensure that the asset is removed from the Incode - fixed asset module and required documentation is forward to TML to remove the asset from the Risk Management pool.

Approval(s):

Steven Miller  
Director of Public Works

Erin Corbell  
City Manager

Street  
2003 Truck Dump  
International Unit 580



WWTP  
1989 Backhoe  
John Deere 310C Unit 47



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

<b>AGENDA DATE:</b>	7-19-22	<b>AGENDA ITEM</b>	7. D.
<b>AGENDA SUBJECT:</b>	Discussion, consideration, and possible action regarding approval to purchase commercial electric meters from Aqua Metric Sales Company. (\$50,377.15)		
<b>PREPARED BY:</b>	L. Moore / D. Bustamante / L. McElrath	<b>Date Submitted:</b>	7-15-22
<b>EXHIBITS:</b>	HGACBuy Contract Pricing Worksheet		
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$50,377.15	
	<b>Amount Budgeted:</b>	\$55,000.00	
	<b>Appropriation Required:</b>	\$0.00	
<b>CITY MANAGER APPROVAL:</b>			

<b>SUMMARY:</b>
<p>Staff has determined that the commercial electric meters need to be replaced. Staff recommends replacing all commercial electric meters over 3 budget cycles.</p> <p>Due to an expected wait time of 1 year from ordering, funding was established and approved by Council in order to place the first purchase order in the FY 22 budget cycle.</p> <p>The City of Brady is a member of the interlocal government purchasing agreement with the Houston-Galveston Area Council (HGACBuy) buying program. This is a state approved buying program that meets formal bidding requirements. Aqua Metric meter pricing is under contract number WM09-20, through August 31, 2023.</p> <p>Staff would like to order the following:</p> <p>(85) 9S Honeywell 120 -480V to serve small and large commercial customers          (30) 45S Honeywell 480V to serve large commercial customers</p>

<b>RECOMMENDED ACTION:</b>
<p>It is recommended that City Council approve the purchase of commercial electric meters from Aqua Metric Sales Company as outlined on the HGACBuy contract pricing quote for \$50,377.15.</p>



# CONTRACT PRICING WORKSHEET

## For Catalog & Price Sheet Type Purchases

# Contract No.:

WM09-20

Date  
Prepared:

7/8/2022

**This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents  
MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.**

Buying Agency:	City of Brady	Contractor:	Aqua-Metric Sales Company
Contact Person:	Letha Moore	Prepared By:	Kelsey VanCleave
Phone:	325-597-2152	Phone:	(210) 967-6300
Fax:		Fax:	(210) 967-6305
Email:	lmoore@bradytx.us	Email:	kelsey.vancleave@aqua-metric.com

Catalog / Price Sheet WM09-20 Aqua-Metric / Sensus Pricing September 2020  
Name:

**General Description  
of Product:**

**A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary**

**B. Unpublished Options, Accessory or Service items - Itemize Below - Attach Additional Sheet If Necessary**

(Note: Unpublished Items are any which were not submitted and priced in contractor's bid.)

Quan	Description	Unit Pr	Total
			0
			0
			0
			0
			0
<b>Total From Other Sheets, If Any:</b>			
<b>Subtotal B:</b>			0
<b>Check:</b> Total cost of Unpublished Options (B) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).		<b>For this transaction the percentage is:</b>	

**C. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges**

<b>BROKEN PALLET FEE</b>	75
	<b>Subtotal C:</b> 75

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

Item			fy 21/22												fy 21/22	
			Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	total	
Rounds			168	157	146	107	79	244	291	188	222					1602
Green Fees			\$ 2,553.00	\$ 2,448.00	\$ 1,948.00	\$ 1,678.00	\$ 1,205.00	\$ 3,247.00	\$ 3,777.00	\$ 2,110.00	\$ 3,080.00					\$ 22,046.00
Membership Rounds			391	335	346	267	277	452	408	345	406					3227
Student Rounds			17	7	7	12	11	18	27	29	30					158
Total Rounds			576	499	499	386	367	714	291	533	658					4523
Trail Fee			4	7	4	4	6	12	0	0	0					37
Trail Fee Revenues			\$ 16.00	\$ 28.00	\$ 16.00	\$ 16.00	\$ 24.00	\$ 48.00	\$ -	\$ -	\$ -					\$ 148.00
Cart Rentals			169	119	102	74	66	155	223	157	198					1263
Cart Revenue			\$ 2,700.00	\$ 1,725.00	\$ 1,637.50	\$ 1,087.50	\$ 987.50	\$ 2,719.53	\$ 3,856.07	\$ 2,562.50	\$ 2,925.00					\$ 20,200.60
Cart Shed Rental																
Vending Revenue			\$ 948.89	\$ 517.54	\$ 609.44	\$ 427.40	\$ 414.61	\$ 1,164.37	\$ 1,447.73	\$ 1,703.65	\$ 1,175.07					\$ 8,408.70
Memberships			47	20	23	20	14	25	29	37	24					239
Membership Fees			\$ 10,285.00	\$ 3,095.00	\$ 2,265.00	\$ 1,990.00	\$ 890.00	\$ 2,335.00	\$ 1,550.00	\$ 2,055.00	\$ 1,240.00					\$ 25,705.00
Driving Range			43	25	32	18	25	48	63	57	46					357
Range Revenue			\$ 203.00	\$ 121.00	\$ 154.00	\$ 84.00	\$ 123.00	\$ 240.28	\$ 310.61	\$ 218.50	\$ 219.11					\$ 1,673.50
Misc.																\$ -
<b>Total Revenue</b>			<b>\$ 16,705.89</b>	<b>\$ 7,934.54</b>	<b>\$ 6,629.94</b>	<b>\$ 5,282.90</b>	<b>\$ 3,644.11</b>	<b>\$ 9,754.18</b>	<b>\$ 10,941.41</b>	<b>\$ 8,649.65</b>	<b>\$ 8,639.18</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 78,181.80</b>

None of the above figures includes sales tax

Item	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Rounds	1462	2311	1358	1537	1856						
Green Fees	\$ 18,369.14	\$ 16,137.00	\$ 18,929.47	\$ 18,019.20	\$ 23,709.00						
Membership Rounds	2625	3678	2895	3165	4071						
Student Rounds	242	226	60	104	104						
Total Rounds	4329	6215	4313	4870	6031						
Trail Fee	\$ 360.00	\$ 26.00	\$ 56.00	\$ 74	\$ 122.00						
Trail Fee Revenues	\$ 208.00	\$ 104.00	\$ 217.00	\$ 296.50	\$ 488.00						
Cart Rentals	943	636	829	992	1199						
Cart Revenue	\$ 16,670.64	\$ 10,017.76	\$ 13,293.75	\$ 15,163.00	\$ 21,687.50						
Cart Shed Rental	\$ 10,714.53	\$ 16,165.50	\$ 15,567.50	\$ 13,658.00	\$ 14,950.00						
Vending Revenue	\$ 16,290.04	\$ 15,126.94	\$ 12,480.39	\$ 11,416.38	\$ 9,849.83						
Memberships	305	278	233	306	386						
Membership Fees	\$ 30,321.10	\$ 35,825.00	\$ 31,090.62	\$ 32,043.00	\$ 33,620.00						
Driving Range	298	296	433	439	435						
Range Revenue	\$ 1,296.00	\$ 1,185.00	\$ 1,910.28	\$ 1,735.50	\$ 1,801.00						
Misc.	\$ 16,035.37	\$ 31,109.30	\$ 10,078.70	0	\$ -						
<b>Total Revenue</b>	<b>\$ 109,904.82</b>	<b>\$ 125,670.50</b>	<b>\$ 103,567.71</b>	<b>\$ 92,331.58</b>	<b>\$ 106,105.33</b>						

## GOLF COURSE - 05

Date	Cash Gross Sales	Cash Taxable Sales	Credit Gross Sales	Credit Taxable Sales
6/1/2022	\$16.26	\$8.76	\$116.35	\$94.85
6/2/2022	\$46.46	\$25.46	\$235.12	\$140.12
6/3/2022	\$79.08	\$27.08	\$121.00	\$50.00
6/4/2022	\$463.24	\$223.70	\$155.15	\$78.65
6/5/2022	\$34.58	\$14.58	\$222.32	\$116.32
6/6/2022	\$0.00	\$0.00	\$0.00	\$0.00
6/7/2022	\$85.31	\$61.06	\$21.66	\$19.66
6/8/2022	\$58.50	\$25.50	\$107.81	\$67.81
6/9/2022	\$87.53	\$58.78	\$101.34	\$68.84
6/10/2022	\$102.36	\$27.86	\$48.65	\$36.65
6/11/2022	\$49.33	\$28.08	\$365.15	\$147.90
6/12/2022	\$149.86	\$85.07	\$200.99	\$76.74
6/13/2022	\$0.00	\$0.00	\$0.00	\$0.00
6/14/2022	\$95.13	\$61.63	\$176.87	\$125.37
6/15/2022	\$45.16	\$18.16	\$69.08	\$52.08
6/16/2022	\$40.58	\$24.58	\$48.08	\$47.08
6/17/2022	\$125.89	\$49.39	\$343.90	\$189.15
6/18/2022	\$95.86	\$54.86	\$503.32	\$231.82
6/19/2022	\$107.90	\$68.15	\$606.25	\$265.50
6/20/2022	\$0.00	\$0.00	\$0.00	\$0.00
6/21/2022	\$176.41	\$87.66	\$211.82	\$170.32
6/22/2022	\$92.72	\$45.22	\$10.32	\$8.32
6/23/2022	\$91.40	\$65.40	\$53.50	\$31.00
6/24/2022	\$103.68	\$40.68	\$153.50	\$62.50
6/25/2022	\$102.66	\$71.66	\$331.28	\$163.50
6/26/2022	\$110.23	\$52.66	\$320.81	\$145.57
6/27/2022	\$0.00	\$0.00	\$0.00	\$0.00
6/28/2022	\$46.06	\$39.81	\$79.05	\$60.80
6/29/2022	\$48.69	\$32.95	\$127.17	\$71.66
6/30/2022	\$28.82	\$20.82	\$108.08	\$77.08
<b>Total</b>	<b>\$2,483.70</b>	<b>\$1,319.56</b>	<b>\$4,838.57</b>	<b>\$2,599.29</b>

Manager Signature

**Total Gross Sales: \$7,322.27**

TO: BRADY CITY COUNCIL  
FROM: STEVE THOMAS, CHIEF OF POLICE  
THROUGH: ERIN CORBELL, CITY MANAGER



SUBJECT: MONTHLY POLICE REPORT  
FISCAL YEAR 2021-2022

## 2022 RUNS

CALLS 2021-2022	OCT	NOV	DEC	JAN	FEB	MAR	APR
RUNS	105	81	102	107	101	136	100
ALS	48	36	47	49	37	49	43
BLS	49	37	45	46	40	43	44
ALS FALL	2	3	6	6	2	3	6
BLS FALL	19	10	14	11	17	9	11
TRAUMA	12	17	28	35	14	34	21
TRAUMA DEATH	0	0	0	1	0	0	0
D.O.A.	1	0	1	0	0	0	0
M.V.A. CITY	0	3	4	5	1	8	5
M.V.A. COUNTY	2	5	1	3	1	1	3
FIRE CITY	4	3	7	8	7	13	6
FIRE COUNTY	3	4	5	6	5	8	3
HELICOPTER	0	1	3	3	2	1	2
HELICOPTER REFUSAL	0	0	0	0	0	0	1
COUNTY CALLS	17	22	18	26	15	16	13
CANCEL	1	3	2	0	1	3	5
TRANSFER	1	0	2	2	1	1	2
REFUSAL	43	33	35	36	28	30	40
GAS LEAK	2	0	0	0	1	1	0
MEDICAL ALARM	1	2	0	0	0	1	3
FIRE ALARM	1	0	1	3	1	1	0
LIFT ASSIST	17	9	10	12	6	0	2
OVER 20 MINUTES	20	23	32	40	29	27	25
OTHER	0	0	0	0	0	1	0
B.V.F.D. COUNTY	12	12	6	10	7	9	5
B.V.F.D. CITY	1	0	5	4	4	4	0

MAY	JUNE	JULY	AUG	SEPT	TOTALS	
123	98					RUNS
45	48					ALS
44	44					BLs
5	6					ALS FALL
10	9					BLs FALL
23	25					TRAUMA
0	0					TRAUMA DEATH
2	0					D.O.A.
3	4					M.V.A. CITY
1	1					M.V.A. COUNTY
10	5					FIRE CITY
19	5					FIRE COUNTY
1	3					HELICOPTER
0	1					HELICOPTER REFUSAL
29	19					COUNTY CALLS
3	2					CANCEL
0	0					TRANSFER
34	28					REFUSAL
1	1					GAS LEAK
2	0					MEDICAL ALARM
0	1					FIRE ALARM
5	1					LIFT ASSIST
32	26					OVER 20 MINUTES
0	0					OTHET
16	6					B.V.F.D. COUNTY
2	4					B.V.F.D. CITY

## Fire/EMS Monthly Reports:

	2021	2021	2021	2022	2022	2022	2022	2022	2022	2022	2022	TOTALS
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
<b>County calls:</b>	17	22	18	26	15	16	13	29	19			
EMS	14	18	13	30	10	8	10	10	14			
Fire	3	4	5	6	5	8	3	19	5			
Misc.	0	0	0	0	0	0	0	0	0			
County Totals:	17	22	18	26	15	16	13	29				
<b>City calls:</b>	88	59	84	71	86	120	87	94	79			
EMS	82	56	75	63	79	107	76	89	74			
Fire	4	3	7	8	7	13	6	10	5			
Misc.	2	0	2	0	0	1	5	1	0			
Transports requested by HOT:	1	0	2	1	1	1	2	0	0			
City Totals:	88	59	84	71	86	120	87	94	98			
<b>Grand TOTAL (City and County Calls):</b>	<b>105</b>	<b>81</b>	<b>102</b>	<b>107</b>	<b>101</b>	<b>136</b>	<b>100</b>	<b>123</b>				

BVFD Response to City/County Calls:

EMS	1	13	6	6	3	5	2	2	5
Fire	3	4	5	6	9	12	3	19	5
Misc.	0	0	0	0	0	0	0	0	0
TOTAL:	13	17	11	14	11	13	5	21	10

Wrecks and Transport are counted in the Fire/EMS calls above:

County:	2	5	1	3	2	1	3	1	1
Wrecks	2	5	1	3	2	1	3	1	1
Transport to Hospitals	0	1	1	2	1	0	0	0	1
City:	0	3	4	5	4	9	5	3	4
Wrecks	0	3	4	5	4	9	5	3	4
Transport to Hospitals	0	1	2	2	0	1	2	0	5
BVFD: (respond with City and County calls)	1	0	1	5	11	13	3	2	4
Wrecks	1	0	1	8	1	1	3	0	1
Transport to Hospitals	0	0	1	5	0	1	2	0	4

Invoice Register - Airport																			
INVOICE	DATE	Fisrt Name	Last Name	TYPE	611.00 Rental	6.11.01 T Hangar	611.02 Hangar	815.00 REM	640.1 Tie Down	645.00 Misc	646.00 AvGas	646.01 Jet-A	647.00 Military	FET REM	TOTAL SALE	Price Per Gallon	AvGas Gallons	Jet-A Gallons	Military Jet Gallons
316040	5/31/2022	Al	Lavenue	CC							413.478	0	0	0	\$413.48	5.890000	70.2		
316041	6/1/2022	Russel	Carter	CC			\$360.00				0	0	0	0	\$360.00				
316042	6/2/2022	Scott	King	CC							247.969	0	0	0	\$247.97	5.890000	42.1		
316043	6/2/2022	Mark	Griffin	CC			\$40.00				114.409	0	0	0	\$154.41	5.990000	19.1		
316044	6/3/2022	Bill	Sterling	CC							197.67	0	0	0	\$197.67	5.990000	33		
316045	6/3/2022	Charles	Fisher	CC							173.71	0	0	0	\$173.71	5.990000	29		
316046	6/3/2022	Richard	Jolliff	CC						\$ 17.70	167.276	0	0	0	\$184.98	5.890000	28.4		
316047	6/5/2022	Clint	Rejsek	CC		\$85.00					82.662	0	0	0	\$167.66	5.990000	13.8		
316048	6/7/2022	Robert	Powell	CH			\$145.00				0	0	0	0	\$145.00				
316049	6/7/2022	Trennen	Merren	CH		\$170.00					0	0	0	0	\$170.00				
316050	6/7/2022	Dale	Scott	CH		\$85.00					0	0	0	0	\$85.00				
316051	6/7/2022	Stan	Amyett	CH		\$85.00					0	0	0	0	\$85.00				
316052	6/7/2022	Jeff	Smaistrla	CH			\$30.00				0	0	0	0	\$30.00				
316053	6/7/2022	Rick	Morgan	CH		\$85.00					0	0	0	0	\$85.00				
316054	6/7/2022	Hector	Raudry	CH					\$50.00		0	0	0	0	\$50.00				
316055	6/7/2022	Day Aircraft		CH	\$700.00						0	0	0	0	\$700.00				
316056	6/7/2022	Tom	Bowles	CH		\$85.00					0	0	0	0	\$85.00				
316057	6/7/2022	Richard	Jolliff	CH		\$85.00					0	0	0	0	\$85.00				
316058	6/7/2022	Clay	Powell	CH			\$85.00				0	0	0	0	\$85.00				
316059	6/7/2022	Michael	Roy	CH		\$85.00					0	0	0	0	\$85.00				
316060	6/7/2022	Slade	Townsend	CH			\$85.00				0	0	0	0	\$85.00				
316061	6/7/2022	Brant	Glenn	CH		\$85.00					0	0	0	0	\$85.00				
316062	6/7/2022	Ron	Blanks	CC			\$85.00				0	0	0	0	\$85.00				
316063	6/8/2022	Larry	Curtis	CC	\$150.00						0	0	0	0	\$150.00				
316064	6/9/2022		Champion	CC							0	501	0	0	\$501.00	5.010000	100		
316065											0	0	0	0	\$0.00				
316066	6/10/2022	James	Strecker	CC							0	751.17	0	0	\$751.17	5.110000	147		
316067											0	0	0	0	\$0.00				
316068	6/13/2022	Stan	Amyett	CC							198.269	0	0	0	\$198.27	5.990000	33.1		
316069	6/13/2022		Kord Technologies	CC							0	1165.08	0	0	\$1,165.08	5.110000	228		
316070	6/16/2022	Richard	Jolliff	CH							107.82	0	0	0	\$107.82	5.990000	18		
316071	6/17/2022		Chessapeake Bay Helo	CC							155.74	0	0	0	\$155.74	5.990000	26		
316072	6/18/2022	Mark	Garrison	CC							238.402	0	0	0	\$238.40	5.990000	39.8		
316073	6/19/2022	Mark	Garrison	CC							161.131	0	0	0	\$161.13	5.990000	26.9		
316074	6/21/2022	Richard	Bents	CC							0	1430.8	0	0	\$1,430.80	5.110000	280		
316075	6/22/2022		Kord Technologies	CC							0	613.2	0	0	\$613.20	5.110000	120		
316076	6/23/2022	Dale	Scott	CH							41.93	0	0	0	\$41.93	5.990000	7		
316077	6/23/2022	Russell	Carter	CC							65.89	0	0	0	\$65.89	5.990000	11		
316078	6/24/2022	Christopher	Armstrong	CC							95.84	0	0	0	\$95.84	5.990000	16		
316079	6/24/2022		Nationwide Aviation	CC							168.319	0	0	0	\$168.32	5.990000	28.1		
316080	6/25/2022		Air Flight	CC							0	398.58	0	0	\$398.58	5.110000	78		
316081	6/25/2022		Air Flight	CC							0	214.62	0	0	\$214.62	5.110000	42		
316082	6/25/2022	Joseph	Lawler	CC							143.76	0	0	0	\$143.76	5.990000	24		
316083	6/26/2022	Richard	Jolliff	CC							179.7	0	0	0	\$179.70	5.990000	30		
316084	6/26/2022	Richard	Jolliff	CC							\$ 8.95	0	0	0	\$8.95				
316085	6/27/2022	James	Westcott	CC	\$540.00						0	669.41	0	0	\$1,209.41	5.110000	131		

**Building Permit Department**  
**Monthly Report**  
**FY 2022**

7-5, 2022  
 SD

Item	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Total
Commercial Acc Structure	0	0	1	2	1														
Commercial Addition	4	4	1	4	2									1					
Commercial Electrical	15	9	11	12	12		2	1	1	1	1		1	1					
Commercial Gas	14	3	1	1	0														
Commercial Mechanical/HVAC	6	5	4	7	6		1	1	2	1				1					
Commercial Plumbing	8	10	15	9	21		4	1	3	1		3							
Commercial Remodel	6	3	5	3	5		1	1	1	1		1							
Commercial Demolition	3	1	0	0	1									1					
Commercial Sign	12	5	1	4	1														
Commercial Screening	1	0	0	0	0														
Commercial Cert of Occupancy		6	9	8	14		2	1	1		3	3	1		2				
Customer Service Inspection	1	6	1	1	1														
PZ-Subdivision	0	0	1	0	0		2				3			3					
PZ-Zoning Request	0	6	1	1	1				3				1						
Driveway/ Curb Cut	1	2	1	0	3		1								1				
Residential Accessory Bldg.	17	6	2	8	7				1	1	2		1	1					
Residential Additions	8	6	7	6	2			1	1		1								
Residential Demolition-Owner		1	2	0	0										1				
Residential Demolition-City		0	0	0	0														
Residential Electrical	78	51	46	80	61		8	3	5	8	7	9	5	5	4				
Residential Fence	13	11	9	12	13		2	1	1		3	4	1	1	3				
Residential Gas	61	16	16	2	4		1												
Residential Mechanical/HVAC	4	12	13	28	17			2		3		1	1		1				
New Residential Bldg		3	0	1	2						1								
Residential Plumbing	24	31	29	73	65		7	1	10	9	12	9	6	5	5				
Residential Remodel	5	7	10	22	13		1	1	1	3	3	1	2	1	1				
Special Use	8	10	14	14	40		4	8		2	5	8	2	6	6				
<b>Monthly Total</b>	<b>289</b>	<b>213</b>	<b>200</b>	<b>299</b>	<b>292</b>		<b>33</b>	<b>25</b>	<b>30</b>	<b>30</b>	<b>38</b>	<b>42</b>	<b>22</b>	<b>20</b>	<b>26</b>				



OPS Report - Airport						
INVOICE	DATE	SE	ME	Turbine	Jet	HELO
316040	5/31/2022			4		
316042	6/2/2022	2				
316043	6/2/2022	2				
316044	6/3/2022	2				
316045	6/3/2022	2				
316046	6/3/2022	2				
316047	6/5/2022	2				
316048	6/7/2022		4			
316049	6/7/2022	2				
316050	6/7/2022	2				
316051	6/7/2022	2				
316053	6/7/2022	2				
316054	6/7/2022	2				
316056	6/7/2022	2				
316057	6/7/2022	2				
316058	6/7/2022	2				
316059	6/7/2022	2				
316060	6/7/2022	2				
316061	6/7/2022	2				
316062	6/7/2022	2				
316063	6/8/2022					
316064	6/9/2022				4	
316066	6/10/2022			4		
316068	6/13/2022	2				
316069	6/13/2022					8
316070	6/16/2022	2				
316071	6/17/2022					8
316072	6/18/2022	2				
316073	6/19/2022	2				
316074	6/21/2022			4		
316075	6/22/2022					8
316076	6/23/2022	2				
316077	6/23/2022	2				
316078	6/24/2022	2				
316079	6/24/2022	2				
316080	6/25/2022					8
316081	6/25/2022					8
316082	6/25/2022	2				
316083	6/26/2022	2				
316084	6/26/2022	2				
316085	6/27/2022					8
316086	6/28/2022	2				
Total Ops		60	8	8	4	48

7-5, 2022  
SP.

**Code Enforcement**  
**Monthly Case Load**  
**FY 2022**

**Violations**

Violation	FY 17	FY 18	FY 19	FY 20	FY 21	FY22	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug	Sept.	Totals
Background Info Cases	13	6	0	0	0														
Building Code Violations	3	6	1	0	0														
Dangerous Premises	14	17	1	3	1														
Depositing, Dumping, Burning	8	5	0	4	0														
Home Occupation Violation	0	0	0	0	0														
Junk and Unsightly Matter	115	65	106	65	101		20	3	2	3	11								
Junked Vehicle	47	20	85	49	66		20	5	1	2	7								
Minimum Housing Standards	2	15	10	0	0														
Noise Prohibited, Animals		0	7	5	0														
Non-Residential Open Storage	11	0	0	0	0														
Obstruction of Drainageway	0	0	0	0	0														
Permit Required	2	1	2	0	0														
Pool Enclosure	4	1	0	0	0														
Posting Signs on Poles	0	0	0	0	0														
Posting Signs on Public Property	0	0	0	0	0														
Acc. Bldg. prohibited in front yd	0	0	0	0	0														
Refrigerators and Air Tight Containers	5	1	0	0	0														
Residential Open Storage	19	3	3	2	1		1												
Residential Setbacks	0	1	0	0	0														
Residential RVs - No Residence	3	1	1	3	0		1												
Sight Visibility	12	0	0	1	0														
Unsanitary Conditions	16	8	0	3	2		1												
Weeds and Vegetation	112	49	68	28	43		2	2	1	4	5	4	6						
Abandon Vehicle							1	1											
Parking in Alley																			1
Parking of Large Trucks, Trailers...																			1
Parking 72 hrs Prohibited							3		1	2									
Garbage, Tires																			4
Zoning Ord. Use Regs Violations	0	2	0	0	0														
<b>Monthly Totals</b>	<b>386</b>	<b>201</b>	<b>284</b>	<b>163</b>	<b>221</b>		<b>20</b>	<b>20</b>	<b>17</b>	<b>6</b>	<b>8</b>	<b>51</b>	<b>11</b>	<b>13</b>	<b>42</b>				

**Cases**

Open Cases at the start of month	0	659	611	425	636		46	31	34	29	31	38	47	59	52			
Complaints	82	65	11	2	1		8	0	0	0	4	3	0	0	0			
Pro-Active - Self Initiated	145	63	168	111	151		12	20	17	6	2	21	13	8	5			
Total New Cases	242	127	179	113	151		20	20	17	6	6	24	12	8	5			
Inspections Preformed																103		
Closed Cases	248	104	238	57	133		35	17	22	4	2	15	13	15	23			
Citations	43	19	1	7	4		0	0	0	0	0	0	0	0	0			
Open Cases at the end of month	0	683	552	564	621		31	34	29	31	35	47	46	52	34			

Utility Inspections	238	201	187	208		28	19	15	28	21	24	14	9	14			
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**Municipal Court Monthly Report**  
JUNE 2022

Criminal Section	Traffic			Traffic Non-Traffic		
	Non-Parking	Traffic Parking	City Ordinance	Penal Code	Non-Traffic State Law	City Ordinance
1. Total Cases Pending First of the Month:	2,627	1	0	1,433	8	73
a. Active Cases	1,632	1	0	948	5	65
b. Inactive Cases	955	0	0	485	3	8
2. New Cases Filed	53	0	0	5	0	1
3. Cases Reactivated	14	0	0	1	0	0
4. All other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	1,699	1	0	954	5	66
6. Dispositions Prior to Court Appearance or Trial:						
a. Uncontested Dispositions	17	0	0	3	0	0
b. Dismissed by Prosecution	2	0	0	0	0	0
7. Dispositions at Trial:						
a. Convictions:						
1) Guilty Plea or Nolo Contendere	2	0	0	1	0	0
2) By the Court	0	0	0	0	0	0
3) By the Jury	0	0	0	0	0	0
b. Acquittals:						
1) By the Court	0	0	0	0	0	0
2) By the Jury	0	0	0	0	0	0
c. Dismissed by Prosecution	3	0	0	1	0	0
8. Compliance Dismissals:						
a. After Driver Safety Course	2					
b. After Deferred Disposition	0	0	0	0	0	0
c. After Teen Court	0	0	0	0	0	0
d. After Tobacco Awareness Course					0	
e. After Treatment for Chemical Dependency				0	0	
f. After Proof of Financial Responsibility	0					
g. All other Transportation Code Dismissals	1	0	0	0	0	0
h. All other Dispositions	0	0	0	0	0	0
10. Total Cases Disposed	27	0	0	5	0	0
11. Cases Placed on Inactive Status	39	0	0	6	0	0
12. Total Cases Pending End of Month:	2,653	1	0	1,433	8	74
a. Active Cases	1,633	1	0	943	5	66
b. Inactive Cases	1020	0	0	490	3	8
13. Show Cause Hearings Held	0	0	0	0	0	0
14. CasesAppealed:						
a. After Trial	0	0	0	0	0	0
b. Without Trial	0	0	0	0	0	0

Additional Activity	Total
Cases in Which a Fine and Court Costs Satisfied by Community Service	
a. Partial Satisfaction	1
b. Full Satisfaction	0
Cases in Which Fine and Court Costs Satisfied by Jail Credit	0
Cases in Which Fine and Court Costs Waived for Indigency	0
Amount of Fines and Court Costs Waived for Indigency	\$101.00
18. Fines, Court Costs and Other Amounts Collected:	
a. Kept By City	\$7,102.48
b. Remitted to State	\$3,619.73
c. Total	\$10,722.21
Arrest Warrants Issued	45

Civil Section	Total Cases
1. Total Cases Pending First of Month	272
a. Active Cases	230
b. Inactive Cases	42
2. New Cases Filed	7
3. Cases Reactivated	0
4. All other Cases Added	0
5. Total Cases on Docket	237
6. Uncontested Civil Fines or Penalties	0
7. Default Judgments	0
8. Agreed Judgments	0
9. Trial/Hearing by Judge/Officer	0
10. Trial By Jury	0
11. Dismissed for Want of Prosecution	0
12. All Other Dispositions	0
13. Total Cases Disposed	0
14. Cases Placed on Inactive Status	0
15. Total Cases Pending End of Month:	279
a. Active Cases	237
b. Inactive Cases	42
16. CasesAppealed:	
a. After Trial	0
b. Without Trial	0

Juvenile/ Minor Activity	Total
1. Transportation Code Cases Filed	1
2. Non-driving Alcoholic Beverage Code Cases Filed	0
3. Driving Under the Influence of Alcohol Cases Filed	0
4. Drug Paraphernalia Cases Filed	0
5. Tobacco Cases Filed	0
6. Truancy Cases Filed	0
7. Education Code (Except Failur to Attend) Cases Filed	0
8. Curfew	0
9. All other Non-Traffic Fine- Only Cases Filed	0
10. Transfer to Juvenile Court:	
a. Mandatory Transfer	0
b. Discretionary Transfer	0
11. Accused of Contemp and Referred to Juvenile Court	0
12. Held in Contempt by Criminal Court	0
13. Juvenile Statement Magistrate Warning:	
a. Warnings Administered	0
b. Statements Certified	0
14. Detention Hearings Held	0
15. Orders for Non-Secure Custody Issues	0
16. Parents Contributing to Nonattendance Cases Filed	0

**Presiding Judge: Justin Tyler Owens**

Prepared by Court Clerk Valerie Gonzalez  
Official Report Submitted to The Office of Court Administration 07-13-2022



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Official Report Submitted to The Office of Court Administration 07-13-2022