



CITY OF BRADY COUNCIL AGENDA REGULAR CITY COUNCIL MEETING FEBRUARY 21, 2023 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. February 21, 2023**, 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.

Vacant
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.

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 Regular Meeting on February 7, 2023

5. PRESENTATIONS

➤ Water Tank Maintenance Program

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 reading of Ordinance 1352** of the City of Brady, Texas, to amend the FY2023 Budget, by increasing the capital expenditure budget in the Water/Sewer Fund 30 to support a bid award. (\$75,800)
- B. Discussion, consideration and possible action regarding recommendation for the new Airport EST (water tank) logo
- C. Discussion, consideration and possible action on awarding lowest responsive bid of \$398,300 to Horseshoe Construction, Inc., La Porte, TX, for the Oak St. San Jacento sewer line improvement project, TX-CDBG Brady CDV21-0068
- D. Discussion, consideration and possible action to approve Hotel Occupancy Tax (HOT) funding application from the TruCountry Music Show to be held April 7-8, 2023
- E. Discussion, consideration and possible action to approve Hotel Occupancy Tax (HOT) funding application from the Heart of Texas Country Music Association for the annual Heart of Texas Music Festival to be held March 23 – April 1, 2023
- F. Discussion, consideration and possible action to approve the use of City held Hotel Occupancy Tax funds to support production costs for “Cal’s Hometown Revival”

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, Municipal Court
- C. **Upcoming Special Events/Meetings:**

March 1	Annual City Employee Chili Cook off – 11:30 a.m., Senior Center
March 7	Regular City Council Meeting, 6:00
Mar 13 – 17	BISD Spring Break
March 21	Regular City Council Meeting, 6:00

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: Employee Evaluations - Acting Police Chief / Fire Chief

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

Discussion, consideration or possible action as a result of Executive Session, if any.

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

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 February 7, 2023 at 6:00 p.m. with Mayor Pro Tem Huffman presiding. Council Members present were Missi Elliston, Larry Land, Jay May, Jeffrey Sutton and Jane Huffman. City staff present were City Manager Erin Corbell, Public Works Director Steven Miller, Acting Police Chief Randy Batten, and City Secretary Tina Keys. Also in attendance were Lance & Charla May, Lisa Selensky, Lawrence Selensky, Gabe Moreno and Tessa Bradshaw.

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

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

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Charla 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 January 17, 2022.

Council Member Elliston moved to approve the Consent Agenda. 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 CONCERNS ON PUBLIC HEARING

There were no public hearings

7. INDIVIDUAL CONCERNS

- A. Discussion, consideration and possible action regarding the **first reading of Ordinance 1352** of the City of Brady, Texas to amend the FY2023 Budget, by increasing the capital expenditure budget in the Water/Sewer Fund 30 to support a bid award. (\$75,800). Lisa McElrath presented with Steven Miller assisting. Council Member Elliston asked if we declined this grant, would it affect future grants. Miller said it could. Miller said we would have a disconnect if the amendment was not approved. Council Member Huffman said the CDGB is federal money. Miller said our agreement is with the Texas Department of Agriculture. Council Member Huffman asked if we have to register with SAM.gov. Lisa said yes. Council Member Huffman said that needs to be on the next agenda. Miller said if we don't approve the first reading tonight, the contractor only has to hold his price for 60 days and we're about a third into that time frame. Lisa said we could approve the budget amendment then clarify at the next meeting and said we can't award the bid with this approval because we still have to come back to council. Council Member Huffman said we have plenty of money to fund it. In order to continue to receive funding, the City is required to register on a website with the same terminology as the APRA fund agreement. Council Member Huffman said Erin Corbell is looking into it. Council Member Huffman said she doesn't want registration on that website without council analyzing it. Council Member May said

we're going to do this whether we do this grant or not. Council Member Elliston said worse case scenario, we would have to pay the full amount. Council Member Huffman said council needs to be aware that the same verbiage is on the SAM.gov agreement. Council Member Elliston asked if we have registered with SAM.gov before. Lisa said we've done it for years. Lisa said it's her understanding it's a data gathering system. Council Member Huffman said she was told by city staff that there is new verbiage. Lisa said we've had another staff member in charge of keeping that active. Council Member Elliston said even if we approve the amendment tonight, it's not final. Lisa said we have to establish if we will spend money on this project or not. Council Member Huffman wants to make sure approving the budget amendment does not give the ok to register on the website. Council Member May moved to approve the first reading of Ordinance 1352. Seconded by Council Member Elliston. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.

- B. Discussion, consideration and possible action regarding approval of Resolution 2023-003 to call May 6, 2023 General Election for the purpose of filling City of Brady City Council Members Place 4 and 5 expiring terms. Tina Keys presented. Council Member Sutton moved to approve Resolution 2023-003. Seconded by Council Member Elliston. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
- C. Discussion, consideration and possible action regarding approval of Resolution 2023-004 to call May 6, 2023 Special Election to fill a vacancy for the purpose of filling City of Brady Mayor unexpired term. Tina Keys presented. Council Member Sutton moved to approve Resolution 2023-004. Seconded by Council Member Elliston. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.
- D. Discussion, consideration and possible action regarding approval of Resolution 2023-005 to enter into a finance contract with Government Capital for the purpose of procuring (2) Police vehicles (\$58,000). Lisa McElrath presented. Council Member Elliston moved to approve Resolution 2023-005 to enter into a finance contract with Government Capital Corporation for a total principal amount not to exceed \$58,000. Seconded by Council Member May. All Council Members voted "aye" and none "nay". Motion passed with a 5 – 0 vote.

8. STAFF REPORTS

A. Upcoming Special Events/Meetings:

February 20	President's Day Holiday, City offices closed, altered trash schedule
February 21	Regular City Council Meeting, 6:00 p.m.
March 7	Regular City Council Meeting, 6:00 p.m.
March 21	Regular City Council Meeting, 6:00 p.m.

9. ANNOUNCEMENTS

Council Member Huffman said Hope from the Heart is next Saturday the 18th. Council Member Elliston said the Child Welfare Board will have their car show the 3rd Saturday in April. It's a very important event for that board. It takes care of all McCulloch County children who are in foster care.

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:

There was no executive session.

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

n/a

12. ADJOURNMENT

There being no further business, Mayor Pro Tem Huffman adjourned the meeting at 6:26 p.m.

Jane Huffman, Mayor Pro Tem

Attest: _____
Tina Keys, City Secretary

The background of the slide is a light gray gradient. It is decorated with numerous realistic water droplets of various sizes. Some droplets are at the top, some at the bottom, and some are clustered together. They have highlights and shadows, giving them a three-dimensional appearance.


PUBLIC WATER STORAGE TANK MAINTENANCE PROGRAM



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)

RULE §290.46 MINIMUM ACCEPTABLE OPERATING PRACTICES FOR PUBLIC DRINKING WATER SYSTEMS

(1) EACH OF THE SYSTEM'S GROUND, ELEVATED, AND
PRESSURE TANKS SHALL BE INSPECTED ANNUALLY BY WATER
SYSTEM PERSONNEL OR A CONTRACTED INSPECTION
SERVICE.




BACKGROUND

- FIRST TEN(10) – YEAR CONTRACT AGREEMENT
 - ESTABLISHED IN 2013 W/ UTILITY SERVICES CO., INC.
- COMPRISED OF TEN (10) WATER STORAGE TANKS
- PROGRAM CONSISTED OF TWO TYPES OF SERVICES
 - LIMITED MAINTENANCE (6 TANKS CLEANING ONLY)
 - MAINTENANCE PROJECT (4 TANKS RECEIVED PAINTING)



2013 FEE STRUCTURE (10-YR TERM)

- TEN (10) TANKS EQUAL APPROX. \$800,000 FOR TERM
 - ANNUAL PAYMENT APPROX. \$80,000
 - QUARTERLY PAYMENT ARRANGEMENT
 - 10-YR TERM ENDING THIS FY2023
- 

REQUEST FOR COMPETITIVE SEALED PROPOSALS

- BASIS OF RFP TO ENSURE FAIR COMPETITION
 - COMPETITIVE PROPOSALS EVALUATED ON FOUR (4) FACTORS:
 - PRICE @ 50%
 - EXPERIENCE @ 20%
 - TECHNICAL @ 15%
 - COATING @ 15%
- 100%

2023 TANK MAINTENANCE RESPONSES (10-YR TERM)

- THREE (3) SEALED PROPOSALS RECEIVED WITH RANKING APPLIED

UTILITY SERVICES CO., INC. (A VEOLIA CO.)	98.8%
VIKING INDUSTRIAL PAINTING	92.8%
D&M TANK, LLC	78.3%



NEW 10-YR TANK SUMMARY

- A TOTAL THIRTEEN (13) TANKS FOR MAINTENANCE CONTRACT
 - NINE (9) GROUND STORAGE TANKS
 - TWO (2) STANDPIPES
 - TWO (2) ELEVATED STORAGE TANKS
- 

2023 TANK MAINTENANCE PRICE RESPONSE (10-YR TERM)

UTILITY SERVICES CO., INC.	\$1,141,466
VIKING INDUSTRIAL PAINTING	\$1,248,560
D&M TANK, LLC	\$1,622,255



COMMENTS

DISCUSSION

QUESTIONS



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

AGENDA DATE:	2-21-23	AGENDA ITEM	7.A.
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding second reading of Ordinance 1352 of the City of Brady, Texas, to amend the FY2023 Budget, by increasing the capital expenditure budget in the Water/Sewer Fund 30 to support a bid award. (\$75,800)		
PREPARED BY:	L. McElrath / S. Miller	Date Submitted:	2-10-23
EXHIBITS:	Ordinance 1352 Fund Balance Worksheet		
BUDGETARY IMPACT:	Required Expenditure:	\$398,300.00	
	Amount Budgeted:	\$322,500.00	
	Appropriation Required:	\$75,800.00	
CITY MANAGER APPROVAL:			

SUMMARY:																		
<p>City staff in conjunction with GrantWorks and Jacob & Martin, the assigned Administrator and Engineer for a council approved Texas Department of Agriculture (TDA) grant supported project (Oak Street and Avenue A Sewer Line Replacement) received one sealed bid on Thursday January 12, 2023, from Horseshoe Construction, Inc. in the amount of \$398,300. Total grant and city funds assigned to construction are shown in Table 1, totaling \$322,500.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">TDA Grant CDV21-0068 -Construction Budget</th> </tr> <tr> <th style="width: 50%;">Funding Source</th> <th style="width: 50%;">Amount</th> </tr> <tr> <td>TxCDBG Grant Funds</td> <td>\$270,000.00</td> </tr> <tr> <td>Approved Match (City)</td> <td>\$ 52,500.00</td> </tr> <tr> <td>Approved Funding</td> <td>\$322,500.00</td> </tr> <tr> <td>Additional Local funds</td> <td>\$ 75,800.00</td> </tr> <tr> <td></td> <td>\$398,300.00</td> </tr> <tr> <td>Expenditures (bid)</td> <td></td> </tr> <tr> <td>Horseshoe Construction Co</td> <td>\$398,300.00</td> </tr> </table> <p>A shortfall of \$75,800.00 exists in order to award the full bid amount and maintain the integrity of the proposed sewer line improvements that is partially funded with a grant award. Available funds exist in fund balance in the Water/Sewer Fund 30 to support this budget amendment request.</p>	TDA Grant CDV21-0068 -Construction Budget		Funding Source	Amount	TxCDBG Grant Funds	\$270,000.00	Approved Match (City)	\$ 52,500.00	Approved Funding	\$322,500.00	Additional Local funds	\$ 75,800.00		\$398,300.00	Expenditures (bid)		Horseshoe Construction Co	\$398,300.00
TDA Grant CDV21-0068 -Construction Budget																		
Funding Source	Amount																	
TxCDBG Grant Funds	\$270,000.00																	
Approved Match (City)	\$ 52,500.00																	
Approved Funding	\$322,500.00																	
Additional Local funds	\$ 75,800.00																	
	\$398,300.00																	
Expenditures (bid)																		
Horseshoe Construction Co	\$398,300.00																	

RECOMMENDED ACTION:
<p>Mayor Pro Tem will ask: “Madam City Secretary please read the Ordinance Preamble for the record in accordance with the City Charter.” (City Secretary reads preamble)</p> <p>Mayor Pro Tem calls for a Motion: Do I have a Motion to approve the second reading of Ordinance 1352?</p>

ORDINANCE NO. 1352

**AN ORDINANCE OF THE CITY OF BRADY, TEXAS AMENDING THE FISCAL
YEAR 2022-2023 BUDGET FOR MUNICIPAL PURPOSES:**

An ordinance amending the 2022-2023 Fiscal Year Budget as follows:

Increasing the Water / Sewer Fund Expenditure Budget by \$75,800 to be assigned to budget line item 30-5-31-401.03: Capital Projects- Oak and San Jacinto sewer collection line improvements

**NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
BRADY TEXAS** that the FY 2022-2023 budget be amended accordingly.

APPROVED UPON FIRST READING THIS THE 7th DAY OF February 2023,

**APPROVED AND PASSED UPON SECOND READING THIS THE 21st DAY OF
February 2023.**

Jane Huffman, Mayor Pro-Tem

ATTEST: _____
Tina Keys, City Secretary

FY 23 PROJECTED ENDING FUND BALANCE ADEQUACY

TOTAL REVENUES	TOTAL EXPENSES	FUND BALANCE
-------------------	-------------------	-----------------

GENERAL FUND - 10

BEGINNING FUND BALANCE 10-1-22 unaudited			\$4,050,925
FY 23 Current Budget	\$8,055,960	\$9,251,726	(\$1,195,766)
ENDING FUND BALANCE - 9-30-23			\$2,855,159
Restricted -ESTIMATE for fuel inventory			(\$58,075)
ENDING FUND BALANCE - Unrestricted 9-30-23			\$2,797,084
Number of days to operating expenditures			124
Excess funds available			\$759,123

Current budgeted expenditures FY 23	\$9,251,726	
Less capital expenditures	(\$986,660)	
Net Operating Expenditures	\$8,265,066	
Minimum level Fund Balance required	\$2,037,961	90 days

ELECTRIC FUND - 20

BEGINNING FUND BALANCE 10-1-22 unaudited			\$4,533,479
FY 23 Current Budget	\$7,593,480	\$8,441,358	(\$847,878)
ENDING FUND BALANCE - Unrestricted 9-30-23			\$3,685,601
Number of days to operating expenditures			172
Excess funds available			\$462,714

Current budgeted expenditures FY 23	\$8,441,358	
Less capital expenditures	(\$599,000)	
Operating Expenditures	\$7,842,358	
Minimum level Fund Balance required	\$3,222,887	150 days

WATER / SEWER FUND - 30

BEGINNING FUND BALANCE 10-1-22 unaudited			\$6,357,897
FY 23 Current Budget	\$4,570,553	\$6,888,974	(\$2,318,421)
ENDING FUND BALANCE			\$4,039,476
Restricted -ESTIMATE for debt service and TWDB commitment			(\$385,326)
ENDING FUND BALANCE - Unrestricted 9-30-23			\$3,654,150
Number of days to operating expenditures			312
Excess funds available			\$1,542,963

Current budgeted expenditures FY 23	\$6,888,974	
Less capital expenditures	(\$2,607,955)	
Operating Expenditures	\$4,281,019	
Minimum level Fund Balance required	\$2,111,187	180 days

GAS FUND - 40

--	--	--	--

FY 23 PROJECTED ENDING FUND BALANCE ADEQUACY		TOTAL REVENUES	TOTAL EXPENSES	FUND BALANCE
BEGINNING FUND BALANCE 10-1-22 unaudited				\$481,953
FY 23 Current Budget		\$1,165,100	\$1,156,979	\$8,121
ENDING FUND BALANCE - Unrestricted 9-30-23				\$490,074
Number of days to operating expenditures				155
Excess funds available				\$109,697

Current budgeted expenditures FY 23	\$1,156,979	
Less capital expenditures	\$0	
Operating Expenditures	\$1,156,979	
Minimum level Fund Balance required	\$380,377	120 days

UTILITY SUPPORT FUND -50

BEGINNING FUND BALANCE 10-1-22 unaudited			\$260,041
FY 23 Current Budget	\$637,000	\$700,686	(\$63,686)
ENDING FUND BALANCE - Unrestricted 9-30-23			\$196,355
Number of days to operating expenditures			111
Excess funds available			\$37,145

Current budgeted expenditures FY 23	\$700,686	
Less capital expenditures	(\$55,000)	
Operating Expenditures	\$645,686	
Minimum level Fund Balance required	\$159,210	90 days

SOLID WASTE FUND - 60

BEGINNING FUND BALANCE 9-30-22 unaudited			\$886,312
FY 23 Current Budget	\$1,354,000	\$1,699,043	(\$345,043)
ENDING FUND BALANCE - Unrestricted 9-30-23			\$541,269
Number of days to operating expenditures			132
Excess funds available			\$173,251

Current budgeted expenditures FY 23	\$1,699,043	
Less capital expenditures	(\$206,527)	
Operating Expenditures	\$1,492,516	
Minimum level Fund Balance required	\$368,018	90 days

Total Ending Fund Balances - Unrestricted	\$11,364,533
--	---------------------

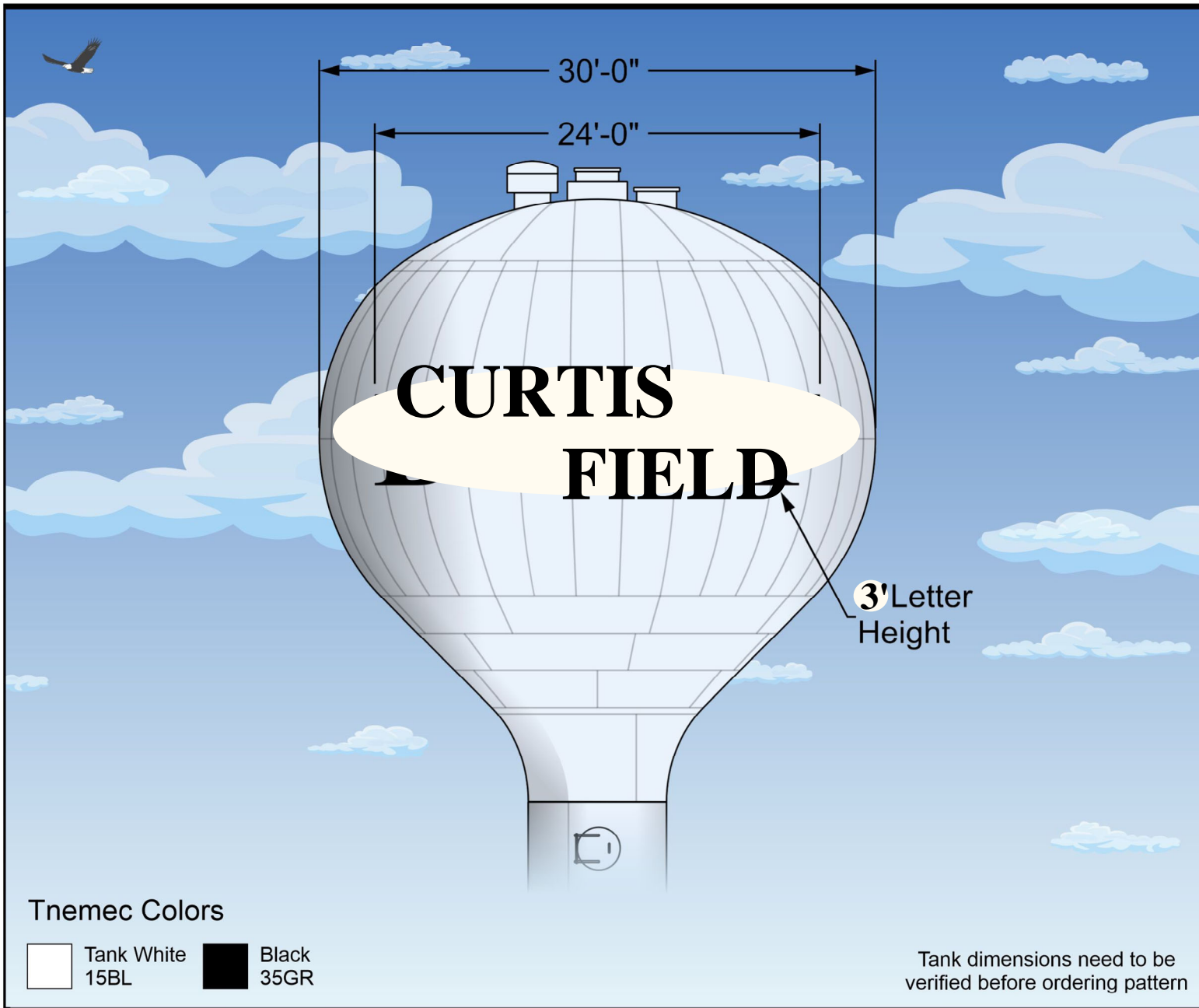
Number of days to Total Operating Expenditures	175
---	------------

City Council

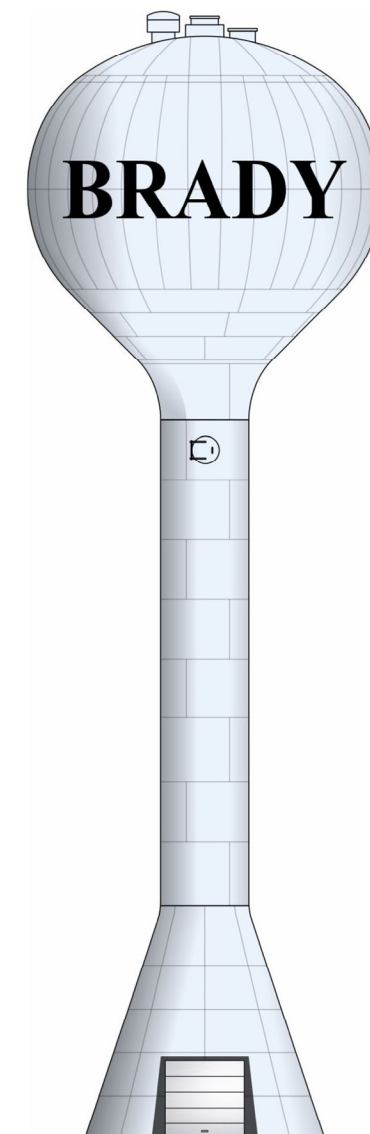
City of Brady, Texas

Agenda Action Form

AGENDA DATE:	02-21-2023	AGENDA ITEM	7.B.
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding recommendation for the new Airport EST (water tank) logo.		
PREPARED BY:	S.Miller	Date Submitted:	02/13/2023
EXHIBITS:	Logo Sketch		
BUDGETARY IMPACT:	Required Expenditure:	\$0.00	
	Amount Budgeted:	\$0.00	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>Concerning the new airport water storage tank, it is offered for city council decision to have one side labeled as “CURTIS FIELD” for northbound traffic and southbound traffic ‘seeing’ Brady on the other side (see exhibit). Contractor minimum obligation is “BRADY” on two (2) sides. Tank contractor has agreed to a no-charge for this specialty logo tank lettering.</p>		
RECOMMENDED ACTION:	Direct staff as desired.		



Final Logo Orientation
TBD in Field



Danny McKinney / Owner
1375 N. Beglis Pkwy
Sulphur, LA 70663
(337) 625-4179
(337) 794-1564
dannymc@lakeareassignco.com

Client: Maguire Iron, Inc.
Design: Brady, TX (Draft 1)
Designer: Timothy Goodeaux
Date: 1/30/2023

Date: _____

Signature: _____

☐ Approved ☐ Resubmit

Notice:
Colors shown are close approximations.
Printer and media variations may distort
colors from actual paint colors slightly.
Renderings are approximate and are
provided for a visual aid.
Field verify tank shell height before
installing patterns.

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	02/21/2023	AGENDA ITEM	7.C.						
AGENDA SUBJECT:									
Discussion, consideration, and possible action on awarding lowest responsive bid of \$398,300 to Horseshoe Construction, Inc., La Porte, TX, for the Oak St. & San Jacinto St. sewer line improvement project, TX-CDBG Brady CDV21-0068.									
PREPARED BY:	S.Miller	Date Submitted	02/12/2023						
EXHIBITS:									
Bid Tabulation Engineer's Recommendation Letter Overall Site Plan (Plan Sheet No. 02)									
BUDGETARY IMPACT:	Required Expenditure:	\$ 398,300.00							
	Amount Budgeted (Grant):	\$398,000.00							
	Appropriation Required:	\$0.00							
CITY MANAGER APPROVAL:									
SUMMARY:									
<p>Sealed bids were properly advertised and received and publicly opened on Thursday January 12, 2023, for sewer main improvements located along Oak St. and San Jacinto St. for approximately 2,600 linear feet of new six-inch sewer main. This improvement will replace an aging clay line and improve customer sewer service and reliability. Horseshoe Construction, Inc. submitted the lowest responsive base bid as shown in the exhibit in the amount of \$398,300.00. The bidding proposal was structured to include a deductible alternate bid and a short bid summary follows:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding: 5px;">BASE BID</td> <td style="text-align: right; padding: 5px;">\$398,300.00</td> </tr> <tr> <td style="padding: 5px;">DEDUCTIBLE ALTERNATE BID</td> <td style="text-align: right; padding: 5px;">\$148,055.00</td> </tr> <tr> <td style="padding: 5px;"> </td> <td style="padding: 5px;"> </td> </tr> </table> <p>A selection to award base bid including the deductible alternate bid is available. This would reduce the total bid award to \$250,245.00. It is city staff desire to maintain the full integrity of the sewer main replacement project at \$398,300.00.</p>				BASE BID	\$398,300.00	DEDUCTIBLE ALTERNATE BID	\$148,055.00		
BASE BID	\$398,300.00								
DEDUCTIBLE ALTERNATE BID	\$148,055.00								
RECOMMENDED ACTION:									
City staff recommends to City Council to award the Oak St. & San Jacinto St. sewer main replacement (CDV21-0068) to Horseshoe Construction, Inc. of La Porte, TX, in the amount of the amount of \$398,300.00 .									



INTEGRITY
EXCELLENCE
TRUST

1/27/23

Steven Miller
City of Brady
201 E Main St
Brady, TX 76825

Re: Sewer Line Improvements, TDA Project No. CDV21-0068
Letter of Recommendation for Award

Via Email

Dear Mr. Miller:

On January 12, 2023, the City of Brady received bids for the TDA Sewer Line Improvements project. One bid was received and a bid tabulation sheet summarizing the bid is included as an attachment to this letter. The low base bid was \$398,300.00 submitted by Horseshoe Construction of La Porte, TX. A deductible alternate bid was also received which, if selected, reduces the scope of the project by removing all work on Oak Street (Sheet 3 Station 0+33 to Sheet 5 Station 11+79) from the scope of work. This deductible alternate reduces the total contract amount to \$250,245.00. The total TDA construction budget is \$322,500.00

Jacob and Martin has evaluated the low bid for conformity with the advertisement for bids and checked the references of the apparent low bidder. Based on our evaluation of the bids, it is recommended that the contract be awarded to Horseshoe Construction for the base bid for a total contract amount of \$398,300.00. If the City agrees with the recommendation for award, Jacob and Martin will prepare contract documents for execution by the Contractor and the City. Feel free to contact me if you have any questions.

Sincerely,
Cory Higgins, P.E.

JACOB | MARTIN



325.695.1070
817.594.9880



info@jacobmartin.com
www.jacobmartin.com



3465 Curry Lane
Abilene, TX 76906

1508 Santa Fe, Suite 203
Weatherford, TX 76086

TBPE Firm #: 2448

TBAE Firm #: BR 2261

TBPLS Firm #: 10024300 – Abilene

TBPLS Firm #: 10193992 - Weatherford

Bid Tabulation

Engineer: Jacob & Martin, LLC
Abilene, Texas

For all Labor, Materials, Equipment, and Incidentals to Furnish and Install the Following:				Horseshoe Construction, Inc. 2309 S. Battleground Rd La Porte, TX 77571	
Item #	Item Description	Quantity	Unit	Unit Price	Total
1	Mobilization, Bonds, And Insurance	1	LS	No Bid	No Bid
2	Camera Survey of Existing Sewer Line	1	LS	No Bid	No Bid
3	6" SDR35 PVC Sewer Line	2,620	LF	No Bid	No Bid
4	Trench Safety	1,680	LF	No Bid	No Bid
5	Precast Concrete Manhole	11	EA	No Bid	No Bid
6	Remove Existing MH	10	EA	No Bid	No Bid
7	Connection to Sewer Line	1	EA	No Bid	No Bid
8	Sewer Service Reconnect	21	EA	No Bid	No Bid
9	Pavement Repair	2,290	LF	No Bid	No Bid
10	Metal Detectable Tape	2,620	LF	No Bid	No Bid
TOTAL BASE BID SCHEDULE A (Items 1 - 10)					No Bid

DEDUCTIBLE ALTERNATE BID SCHEDULE A

Item #	Item Description	Quantity	Unit	Unit Price	Total
D1	Camera Survey of Existing Sewer Line	1	LS	No Bid	No Bid
D2	6" SDR35 PVC Sewer Line	1,147	LF	No Bid	No Bid
D3	Trench Safety	947	LF	No Bid	No Bid
D4	Precast Concrete Manhole	4	EA	No Bid	No Bid
D5	Remove Existing MH	3	EA	No Bid	No Bid
D6	Sewer Service Reconnect	13	EA	No Bid	No Bid
D7	Pavement Repair	1,180	LF	No Bid	No Bid
D8	Metal Detectable Tape	1,180	LF	No Bid	No Bid
TOTAL DEDUCTIBLE ALTERNATE BID SCHEDULE A (ITEMS D1-D8)					No Bid

Item #	Item Description	Quantity	Unit	Unit Price	Total
1	Mobilization, Bonds, And Insurance	1	LS	\$ 15,000.00	\$ 15,000.00
2	Camera Survey of Existing Sewer Line	1	LS	\$ 20,000.00	\$ 20,000.00
3	6" SDR35 PVC Sewer Line - Pipe Burst Install	2,620	LF	\$ 65.00	\$ 170,300.00
4	Precast Concrete Manhole	10	EA	\$ 9,000.00	\$ 90,000.00
5	Remove Existing MH	10	EA	\$ 1,000.00	\$ 10,000.00
6	Connection to Sewer Line	1	EA	\$ 1,000.00	\$ 1,000.00
7	Sewer Service Reconnect	21	EA	\$ 2,000.00	\$ 42,000.00
8	Pavement Repair	1	LS	\$ 50,000.00	\$ 50,000.00
TOTAL ALTERNATE BASE BID SCHEDULE B (Items 1 - 8)					\$ 398,300.00

DEDUCTIBLE ALTERNATE BID SCHEDULE B

Item #	Item Description	Quantity	Unit	Unit Price	Total
D1	Camera Survey of Existing Sewer Line	1	LS	\$ 2,500.00	\$ 2,500.00
D2	6" SDR35 PVC Sewer Line	1,147	LF	\$ 65.00	\$ 74,555.00
D3	Precast Concrete Manhole	3	EA	\$ 9,000.00	\$ 27,000.00
D4	Remove Existing MH	3	EA	\$ 1,000.00	\$ 3,000.00
D5	Sewer Service Reconnect	13	EA	\$ 2,000.00	\$ 26,000.00
D6	Pavement Repair	1	LS	\$ 15,000.00	\$ 15,000.00
TOTAL DEDUCTIBLE ALTERNATE BID SCHEDULE B (ITEMS D1-D6)					\$ 148,055.00

GENERAL CONSTRUCTION NOTES:











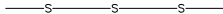



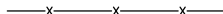



1. CONTRACTOR TO FIELD VERIFY SIZE AND LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. (TEXAS ONE CALL SYSTEM (1-800-545-6005). CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES WHICH ARE TO REMAIN. BURIED UTILITIES SHOWN ON THE PLANS HAVE BEEN ESTABLISHED BY ON GROUND INFORMATION AS WELL AS COORDINATION WITH UTILITY COMPANIES. LOCATIONS MAY NOT BE EXACT AND OTHER UTILITIES MAY EXIST.
2. PRIOR TO COMMENCEMENT OF CONSTRUCTION, ALL PARTIES THAT MEET THE DEFINITION OF OPERATOR AS DEFINED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) TPDES CONSTRUCTION GENERAL PERMIT TXR150000 SHALL SUBMIT REQUIRED NOTIFICATION WHICH MAY INCLUDE A COPY OF THE NOTICE OF INTENT (NOI) FILED WITH THE TCEQ AND/OR A CONSTRUCTION SITE NOTICE (CSN). A COPY OF THE NOI OR THE CSN SHALL BE PROVIDED TO THE CITY. THE NOI/CSN FORMS AND PERMIT REQUIREMENTS MAY BE OBTAINED FROM TCEQ AT www.TCEQ.state.tx.us/nav/permits/wq_construction.html. A STORM WATER POLLUTION PREVENTION PLAN (SWP3) SHALL BE DEVELOPED AND IMPLEMENTED PRIOR TO COMMENCEMENT OF CONSTRUCTION. QUESTIONS CONCERNING THESE REQUIREMENTS MAY BE ADDRESSED TO TCEQ SMALL BUSINESS LOCAL GOVERNMENT ASSISTANCE PROGRAM AT 800-447-2827.
3. ALL EXCAVATION GREATER THAN 5 FEET DEEP SHALL COMPLY WITH O.S.H.A. TRENCH SAFETY STANDARDS.
4. ALL MATERIAL FOR THIS PROJECT SHALL BE FURNISHED AND INSTALLED BY THE CONTRACTOR.
5. CONTRACTOR SHALL CONTACT A REPRESENTATIVE FROM THE GAS COMPANY A MINIMUM OF 48 HOURS BEFORE COMPLETING GAS LINE CROSSINGS.
6. NO CHANGE IN THE WORK PERFORMED SHALL BE AUTHORIZED WITHOUT APPROVAL OF THE ENGINEER.
7. THE CONTRACTOR SHALL CONTROL EROSION AND SEDIMENTATION PER THE APPLICABLE PERMITS, LAWS, AND REGULATIONS.
8. CONTRACTOR SHALL MINIMIZE DAMAGE TO EXISTING LANDSCAPING ON PRIVATE PROPERTY. EXISTING LANDSCAPING SHALL BE REPAIRED TO ITS ORIGINAL CONDITION INCLUDING THE REPLACEMENT OF EXISTING LAWN AREAS WITH THE SAME TYPE OF LAWN AS WAS REMOVED.
9. ALL ABOVE GROUND STRUCTURES SHALL BE PROTECTED BY THE CONTRACTOR FROM DAMAGE DURING THE CONSTRUCTION PROCESS. ANY DAMAGE DONE ON PRIVATE PROPERTY SHALL BE REPLACED OR REPAIRED TO ORIGINAL OR BETTER CONDITIONS.
10. CONTRACTOR SHALL KEEP THE JOB SITE CLEAN AND FREE OF DEBRIS DURING CONSTRUCTION.
11. THE CITY RESERVES THE RIGHT TO WITHHOLD PAYMENT IF THE CONTRACTOR FAILS TO FOLLOW THE ABOVE GENERAL CONSTRUCTION GUIDELINES.

PAVEMENT REPAIR CONSTRUCTION NOTES:

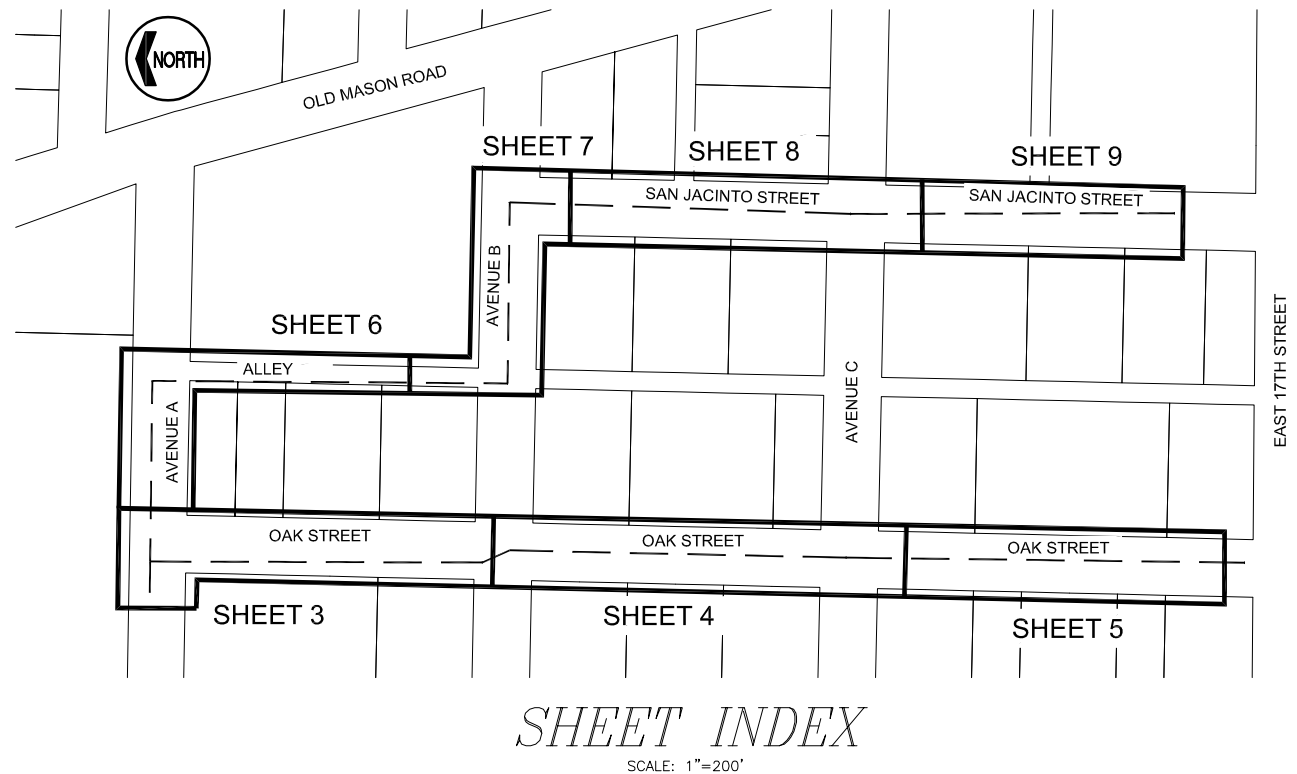
1. PAVEMENT REPAIR SHALL INCLUDE 6" OF BASE MATERIAL COMPACTED TO 98% SP ± 2% OM AND 2" OF TYPE "D" HMAC.
2. ALL EXISTING ASPHALT AND CONCRETE SURFACES SHALL BE CLEANLY SAW CUT WITH STRAIGHT LINES.
3. COMPACTION TESTING IS REQUIRED ON ALL BACKFILL UNDER EXISTING PAVEMENT. ONE TEST SHALL BE PERFORMED ON EVERY LIFT AT 300FT INTERVALS. CONTRACTOR IS RESPONSIBLE FOR COORDINATING TESTING. INITIAL COMPACTION TESTING WILL BE PAID BY THE OWNER. RE-TESTING OF LOCATIONS WITH FAILED COMPACTION WILL BE PAID BY THE CONTRACTOR.
4. PAYMENT FOR PAVEMENT REPAIR WILL BE RELEASED AFTER THE FOLLOWING ITEMS HAVE BEEN COMPLETED:
 - 4.1. INSTALLATION OF NEW ASPHALT OR CONCRETE
 - 4.2. SWEEPING OF PAVEMENT
 - 4.3. INSTALLATION OF PAVEMENT MARKINGS (STRIPING, REFLECTIVE BUTTONS, ETC.)
 - 4.4. INSPECTION BY OWNER'S REPRESENTATIVE
 - 4.5. PASSING COMPACTION TEST
 - 4.6. IF PAVEMENT REPAIR IS ITEMIZED IN THE BID SCHEDULE (BASE MATERIAL, TYPE B HMAC, TYPE D HMAC, ETC.) THEN CONTRACTOR MAY REQUEST PAYMENT FOR EACH COMPLETED ITEM. HOWEVER, PAYMENT FOR FINAL SURFACE COURSE SHALL NOT BE APPROVED UNTIL ALL OF THE ABOVE REQUIREMENTS ARE MET.
5. THE CITY RESERVES THE RIGHT TO WITHHOLD PAYMENT IF THE CONTRACTOR FAILS TO FOLLOW THE PAVEMENT REPAIR GUIDELINES.

SEWER LINE CONSTRUCTION NOTES:

1. ALL EXISTING MANHOLES TO BE ABANDONED SHALL BE REMOVED PER STANDARD DETAIL.
2. CONTRACTOR TO PROVIDE A CAMERA SURVEY OF EXISTING LINES PRIOR TO CONSTRUCTION TO IDENTIFY EXISTING SERVICES, AND TO NEW LINES POST CONSTRUCTION TO VERIFY RECONNECTION OF ALL SERVICES. CONTRACTOR IS RESPONSIBLE FOR LINE CLEANING PRIOR TO CAMERA SURVEY. PROVIDE ALL RECORDINGS TO THE OWNER AND ENGINEER.

LEGEND			
	PROPOSED SEWER LINE		EXISTING MANHOLE
	PROPOSED MANHOLE		EXISTING WATER METER
	EXISTING ASPHALT SURFACE		EXISTING GAS METER
	EXISTING STREET UNPAVED		EXISTING WATER VALVE
	EXISTING WATER LINE		EXISTING FIRE HYDRANT
	EXISTING SEWER LINES		EXISTING PHONE PEDESTAL
	EXISTING APPOX. R.O.W.		EXISTING UTILITY POLE
	EXISTING FENCE		EXISTING SIGN
	EXISTING BURIED CABLE		EXISTING TREE

SHEET LIST	
Sheet Number	Sheet Title
01	COVER SHEET
02	GENERAL NOTES, LEGEND, AND SHEET INDEX
03	OAK ST. – STA. 0+00–5+00
04	OAK ST. – STA. 5+00–9+00
05	OAK ST. – STA. 9+00–END
06	AVENUE A – STA. 0+00–4+50
07	AVENUE B – STA. 4+50–8+00
08	SAN JACINTO ST. – STA. 8+00–12+00
09	SAN JACINTO ST. – STA. 12+00–END
10	PIPE BURSTING ALTERNATE BID
11	WATER & SEWER CROSSING DETAILS
12	WASTEWATER DETAILS
13	TRENCH DETAILS



City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	02/21/2023	AGENDA ITEM	7.D.
AGENDA SUBJECT:	Discussion, consideration and possible action to approve Hotel Occupancy Tax (HOT) Funding Application from the TruCountry Music Show to be held April 7-8, 2023		
PREPARED BY:	E. Corbell	Date Submitted:	2/8/2023
EXHIBITS:	HOT Funding Application		
BUDGETARY IMPACT:	Required Expenditure:	\$0.00	
	Budget Amount Available:	\$0.00	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>Ordinance 1262 passed on 12/4/2018 established the Tourism Advisory Board and set the guidelines for the Board. Ordinance 1263 passed on February 5, 2019 added HOT Tax Grant applications and recordkeeping as duties of the Tourism Advisory Board including making recommendations to Council for HOT Tax Grant applications. The City did advertise in the Brady Standard Herald asking for volunteers for the Tourism Advisory Board but no applications were received. With the absence of the Tourism Advisory Board, Staff is requesting Council approve HOT Tax Grant applications.</p> <p>The Chamber of Commerce has budgeted \$22,000 for tourism grants for this fiscal year, as approved by the City Council. The Chamber is bringing to council one grant application for the TruCountry Music Show in the amount of \$5,000.</p>		

RECOMMENDED ACTION:
Consider and approve an amount to award to TruCountry Music Show be held April 7 – 8, 2023.

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor doing business with local governmental entity

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

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

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

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

OFFICE USE ONLY

Date Received

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

TRUCOUNTRY

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

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

Name of Officer

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

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

☐

Yes

☐

No

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

☐

Yes

☐

No

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

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

7 Keith Crayman
Signature of vendor doing business with the governmental entity

1-19-23
Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

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

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

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

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

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

- (2) the vendor:

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

(i) a contract between the local governmental entity and vendor has been executed;
or

(ii) the local governmental entity is considering entering into a contract with the vendor;

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

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

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

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

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

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

(3) has a family relationship with a local government officer of that local governmental entity.

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

- (1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.



BRADY
THE TRUE HEART OF
TEXAS

Hotel Occupancy Tax (HOT) Funding Application

Today's Date: _____

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

Organization Information

Event Name: <u>TRUCOUNTRY Music Show</u>	
Event Date: <u>April 7, 8, 2023</u>	Year Event Began: <u>2010</u>
Event Location: <u>TRUCOUNTRY Inn Hotel 202-W. Main St. Brady</u>	
Sponsoring Organization Name: <u>554-45-3928</u>	Website & or Facebook page: <u>www.trucountrymusic.com</u>
Tax I.D. Number:	

Please check one

Is your organization tax exempted? ☐ Yes ☒ No

Is your organization: ☐ Non Profit ☒ For Profit ☐ Private

Contact Information

Name of Contact: <u>HEATHER Myles</u>	
Mailing Address (must match address on W-9): <u>5165 - Brighton Dr.</u>	City, State, Zip: <u>RIVERSIDE CA. 92504</u>
Daytime Phone#: <u>951-966-9828</u>	Alternate Phone#: <u></u>
E-mail Address: <u>hmyles5165@aol.com</u>	

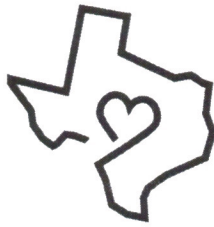
Please check one

Contact Preference: ☐ Email ☐ Mail ☐ Fax

Event Funding Request

HOT Funds Requested: \$ 5000.00

Describe in detail, exactly how funds will be used. Please be Specific. (Refer to Guidelines for authorized expenditures) To pay for band, Artists & Promotion



BRADY
THE TRUE HEART OF
TEXAS

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

COUNTRY MUSIC FANS

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

25 %

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

BRADY HAS SUPPORTED THIS EVENT IN THE PAST.

Estimated Total Attendance at Event listed Above: This Year 200 Last Year 150

Last 3 Dates & Years of Event

Last 3 Cities of Event

Hotels Used

- | | | |
|---|-----------------------|----------------------|
| 1. <u>2020 - Hotel</u> | 1. <u>BRADY</u> | 1. <u>All hotels</u> |
| 2. <u>2016 - Davenport Center BRADY</u> | 2. <u>BRADY</u> | 2. <u>All hotels</u> |
| 3. <u>2014 - Ed Davenport Center NEW SONG CHURCH</u> | 3. <u>SONG CHURCH</u> | 3. <u>All hotels</u> |

You must reserve a room block for this event at a Brady hotel. List how many rooms you anticipate you will use nightly? AT LEAST 30 to 40

How will your hotel bookings be measured? PEOPLE WILL BE TOLD TO BOOK THE HOTELS WHO WANT TO ATTEND OUR EVENT

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

MY HOTEL WILL BE USED FOR BAND & ARTISTS AND FILM CREW

How did you/your organization hear about Brady?

I LIVE HERE AND HAVE A BUSINESS

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

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

Signature of Event Representative: [Signature]

Date: 1-19-23

Please Submit to: Brady Chamber of Commerce
106 W Main St
Brady, TX 76825
Phone: 325-597-3491 Fax:
325-276-4330 taylor@bradytx.com



BRADY/McCULLOCH
★ ★ COUNTY ★ ★
CHAMBER of COMMERCE



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

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

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

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

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

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

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

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

PLEASE INITIAL EACH REQUIREMENT BELOW.

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

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

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

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

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

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

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

Signature: *Heath Myler* Date: 1-19-23

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

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

Please submit to: Brady Chamber of Commerce
106 W Main St
Brady, TX 76825
Phone: 325-597-3491 Fax: 325-276-4330
taylor@bradytx.com





BRADY
THE TRUE HEART OF
TEXAS

Post Event Report Form

Event Information

Event Name:	Tracountry Show			Date of Event:	5-2016		
Address:	Davenport Center			City, State, Zip:	Brady TX 76825		
Contact Name:	Heather Myles			Phone:	951-966-9828		E-mail: hmyles5165@aol.com

Attendance (if applicable)

What would you estimate was the actual attendance at the event?
About 300
How did you obtain this number?
I sold the tickets

Funds

Amount Approved: 5000.00	Used: 100%
How were the funds actually used? Receipts indicating funds spent as noted on application are required for reimbursement. Please include receipts and proof of payment.	
Paying for Artists + Band	

Promotion

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

Will your event be held in Brady next year (please list future event dates)? If not, where?	
I plan on having events twice a year and also dances twice a month to drive tourism to Brady on a regular basis. I will advertise this on RFD-TV-23	
Signature of Event Representative: <u>Heather Myles</u>	Date: <u>1-19-23</u>

Please Submit to: Brady Chamber of Commerce
106 W Main St
Brady, TX 76825
Phone: 325-597-3491 Fax: 325-276-4330
taylor@bradytx.com



BRADY/McCULLOCH
★ ★ COUNTY ★ ★
CHAMBER of COMMERCE



BRADY
THE TRUE HEART OF
TEXAS

Post Event Report Form

Evaluation

Please rate your experience in Brady:

☐

Poor

☐☐

Average

☐☒

Excellent

How can we help improve your experience?

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

☐

Poor

☐☐

Average

☐☒

Excellent

How can we help better your experience?

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

☐

Poor

☐☐

Average

☐☒

Excellent

How can we help better your experience with the facility?

Please rate your experience with Brady motels:

☐

Poor

☐☐

Average

☐☒

Excellent

How can we help better your experience with Brady motels?

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

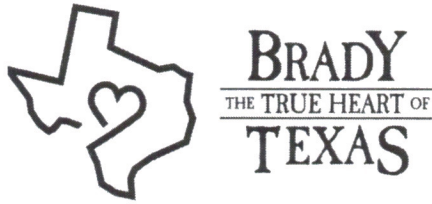
YES

Other Comments: I want to advertise Brady on my TV show
on a weekly basis to drive tourism here.

Please Submit to: Brady Chamber of Commerce
106 W Main St
Brady, TX 76825
Phone: 325-597-3491 Fax:
325-276-4330 taylor@bradytx.com



BRADY/McCULLOCH
★ COUNTY ★
CHAMBER of COMMERCE



HOT Reimbursement Checklist

✓ To Do Before Event

- ☐ Complete HOT Funding Application (*due three months prior to event*)
 - ☐ Sign & Date HOT Guidelines (*due with application*)
 - ☐ Complete Conflict of Interest Questionnaire (*due with application*)
 - ☐ Complete W-9 (*due with application*)
-

✓ To Do After Event

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

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

Thank You!



CITY OF BRADY VISITOR SURVEY

What is your zip code?

How many are in your party?

In what town are you staying during this event?

☐

Brady

☐

Mason

☐

Llano

☐

Other (please specify):

Did you stay overnight in a local hotel?

☐

Yes

☐

No

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

☐

Holiday Inn

☐

Tru Country Inn

☐

Best Western

☐

The Gates Guest House

☐

Gold Key Inn

☐

Selah Springs Ranch

☐

Sunset Inn

How many nights did you stay?

☐

1

☐

2

☐

3

☐

Other (please specify):

How many rooms per night did your party have?

☐

1

☐

2

☐

3

☐

Other (please specify):

Did you eat at any local restaurants?

☐

Yes

☐

No

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

☐

Yes

☐

No

☐

Other (please specify):

How did you hear about this event?

☐

Internet

☐

Radio

☐

Word of Mouth

☐

TV

☐

Other (please specify):

☐

Newspaper

☐

Magazine

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	02/21/2023	AGENDA ITEM	7.E.
AGENDA SUBJECT:	Discussion, consideration and possible action to approve Hotel Occupancy Tax (HOT) Funding Application from the Heart of Texas Country Music Association for the annual Heart of Texas Country Music Festival.		
PREPARED BY:	E. Corbell	Date Submitted:	02/14/2023
EXHIBITS:	HOT Funding Application		
BUDGETARY IMPACT:	Required Expenditure:	\$0.00	
	Budget Amount Available:	\$0.00	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>Ordinance 1262 passed on 12/4/2018 established the Tourism Advisory Board and set the guidelines for the Board. Ordinance 1263 passed on February 5, 2019 added HOT Tax Grant applications and recordkeeping as duties of the Tourism Advisory Board including making recommendations to Council for HOT Tax Grant applications. The City did advertise in the Brady Standard Herald asking for volunteers for the Tourism Advisory Board but no applications were received. With the absence of the Tourism Advisory Board, Staff is requesting Council approve HOT Tax Grant applications.</p> <p>The Chamber of Commerce has budgeted \$22,000 for tourism grants for this fiscal year, as approved by the City Council. The Chamber is bringing to council one grant application for the Heart of Texas Country Music Festival in the amount of \$10,000.</p>		

RECOMMENDED ACTION:
Consider and approve an amount to award to the Heart of Texas Country Music Association for the annual Heart of Texas Country Music Festival.

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

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

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

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

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

OFFICE USE ONLY

Date Received

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

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

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

Name of Officer

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

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

☐ Yes

☒ No

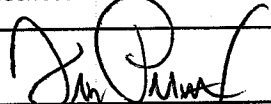
B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes

☒ No

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

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

7 

Signature of vendor doing business with the governmental entity

12/15/22

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

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

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

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

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

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

(2) the vendor:

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

(i) a contract between the local governmental entity and vendor has been executed;
or

(ii) the local governmental entity is considering entering into a contract with the vendor;

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

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

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

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

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

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

(3) has a family relationship with a local government officer of that local governmental entity.

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

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

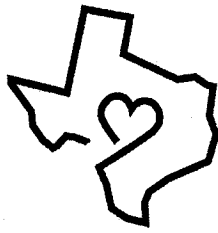
(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.



BRADY
THE TRUE HEART OF
TEXAS

Hotel Occupancy Tax (HOT) Funding Application

Today's Date: 12/4/22

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

Organization Information

Event Name: 34th Heart of Texas Country Music Festival	
Event Date: March 23-April 1, 2023	Year Event Began: 1989
Event Location: Ed Davenport Civic Center/Heart of Texas Events Center/HOT CMA Museum	
Sponsoring Organization Name: Heart of Texas Country Music Association	Website & or Facebook page: www.heartoftexascountry.com
Tax I.D. Number: 46-4501531	

Please check one

Is your organization tax exempted? ☐ Yes ☒ No

Is your organization: ☐ Non Profit ☒ For Profit ☐ Private

Contact Information

Name of Contact: Tracy Pitcox		
Mailing Address (must match address on W-9): 1701 South Bridge Street		City, State, Zip: Brady, Texas 76825
Daytime Phone#: 325-597-1895	Alternate Phone#: 325-456-5316	E-mail Address: tracypitcox@yahoo.com

Please check one

Contact Preference: ☒ Email ☐ Mail ☐ Fax

Event Funding Request

HOT Funds Requested: \$ 10,000.00

Describe in detail, exactly how funds will be used. Please be Specific. (Refer to Guidelines for authorized expenditures) Advertising/promotion/artists fees of the nine day Heart of Texas Country Music Festival



BRADY
THE TRUE HEART OF
TEXAS

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

Primarily Country Music Fans and Retirees with expendable income

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

15%

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

N/A

Estimated Total Attendance at Event listed Above: This Year 4,000 Last Year 4,000

Last 3 Dates & Years of Event

1. March 17-26, 2022
2. March 19-28, 2020
3. March 21-30, 2019

Last 3 Cities of Event

1. Brady
2. Brady
3. Brady

Hotels Used

1. All
2. All
3. All

You must reserve a room block for this event at a Brady hotel. List how many rooms you anticipate you will use nightly? 10/Night Best Western Brady Inn 5/Night Gold Key Inn

How will your hotel bookings be measured? By Survey

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

How did you/your organization hear about Brady? _____

Are you considering any other locations/cities for your event? If so, which others? No

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

Signature of Event Representative: 

Date: 12/15/22

Please Submit to: Brady Chamber of Commerce
106 W Main St
Brady, TX 76825
Phone: 325-597-3491 Fax:
325-276-4330 taylor@bradytx.com



BRADY/McCULLOCH
★★ COUNTY ★★
CHAMBER of COMMERCE



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

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

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

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




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

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

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

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

PLEASE INITIAL EACH REQUIREMENT BELOW.

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

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

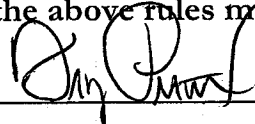
Payment of HOT Funds: Approved HOT funds will be paid upon submission of a Post Event Report, due within 60 days of the event completion. For this reason, event organizers are encouraged to save proceeds from each event to be used as initial operating funds for the same event in the future.

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

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

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

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

Signature: 

Date: 12/15/22

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

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

Please submit to:

Brady Chamber of Commerce
106 W Main St
Brady, TX 76825
Phone: 325-597-3491 Fax: 325-276-4330
taylor@bradytx.com



BRADY/McCULLOCH
*** COUNTY ***
CHAMBER of COMMERCE

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	02/21/2023	AGENDA ITEM	7.F.
AGENDA SUBJECT:	Discussion, consideration and possible action to approve the use of City held Hotel Occupancy Tax funds to support production costs for “Cal’s Hometown Revival”		
PREPARED BY:	E. Corbell	Date Submitted:	2/8/2023
EXHIBITS:	Promotional Brochure, Promotional Video		
BUDGETARY IMPACT:	Required Expenditure:	\$15,000.00	
	Budget Amount Available:	\$19,500.00	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY:	<p>The City of Brady has been approached to partner with Calina Mishay for a television production entitled “Cal’s Hometown Revival”, where the mural artist features communities that she has painted murals in or the production of new murals in the community.</p> <p>More information can be found in the attached brochure and at www.calshometownrevival.com.</p> <p>The amount requested pays for production costs associated with the show to highlight existing murals. The City of Brady and Visit Brady will have access to all raw footage shot for up to a year for the use in their own creative content. Brady will be featured on a “passport” map featuring all of Calina’s highlighted murals. There will also be a hosted viewing for the City of Brady once CoB’s episode is complete.</p>		
RECOMMENDED ACTION:	<p>Approved an expenditure of \$15,000 to support production expenses associated with “Cal’s Hometown Revival.</p>		

CAL'S HOMETOWN REVIVAL

MISSION:

- **ENTERTAIN** the viewer with quality programming
- **ENRICH** the viewer's knowledge of the towns being visited
- **ENTICE** the viewer to become a visitor to the town's new mural art attraction!

FOCUS:

- Promote and highlight small town culture, unique businesses and attractions, and the enrichment provided through the creation of art.

DESIGN:

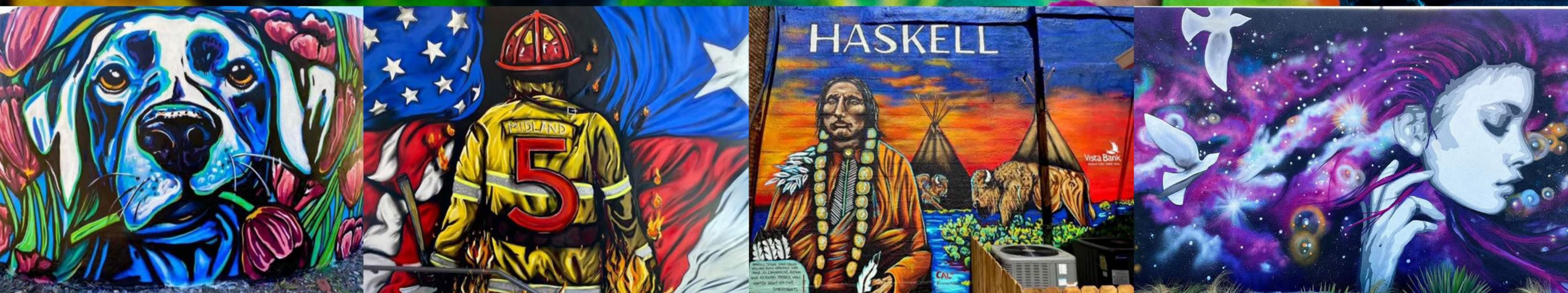
- Complete 21:30 Episodes
- Segments of varying length (4-12 min) highlighting a particular town
- Segments of varying length (3-8 min) highlighting sponsoring businesses or attractions in a town

PRODUCTION SCHEDULE:

While all production schedules are completely variable on locations, weather, talent availability, crew, etc...

There are some rough guidelines we can prepare.

- 8 hour filming day with 2-3 locations/attractions to be filmed per day
- Approximately 6-12 crew members
- Interviews with Owner/managers/marketing leads of subject matter... and the occasional random fun event
- B-Roll of activities, products, attractions to accompany the interview



MURAL + PRODUCTION COSTS / FUNDRAISING :

This opportunity exists for businesses and towns to garner interest through the medium of TV, Web, and/or Streaming shows and as an opportunity to market themselves with the creation of art and community enrichment.

Production Estimates for a shoot: \$15,000.00-\$27,000.00 **THERE ARE MANY WAYS TO OFFSET THE COST OF THE ART + PRODUCTION!** There are grants, partnerships, local sponsorships, and many more ways in which to create a feasible production budget which includes the cost of gaining the town a NEW attraction in a custom mural by Cal! We would love to discuss options and help make this a possibility for your community!

FULL STRUT MEDIA is the production, coordination and post-house for the MY HOMETOWN AMERICA. More information on Full Strut Media can be seen in their included media kit or online.

FULLSTRUTMEDIA.COM

WWW.CALSHOMETOWNREVIVAL.COM

Center Center Meals Served
Director Rosie Aguirre
Monthly Report October 2022-September 2023

SERVICES	FISCAL YEAR 2022-2023												
	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APR	MAY	JUNE	JULY	AUG.	SEPT.	To Date Total
Days Meals Served	20	19	20	21	19	22	21	20	22	22	21	21	248
Average Daily Meals													
Meals @ Sunset Center	454	429	456	461									1,800
Home Delivered Meals	669	697	692	679									2,737
Total Meals	1,123	1,126	1,148	1,140	-	-	-	-	-	-	-	-	4,537
Closed Oct. 12-Columbus Day				Closed Good Friday									
Closed Nov. 26 & 27 for Thanksgiving, Nov. 11 Veteran's Day				Closed Memorial Day					Closed (Labor Day)				
Closed for Christmas				Closed July 4th									
Closed Jan. 1st - New Years Day													
Closed Feb.													

SERVICES	FISCAL YEAR 2021-2022												
	OCT.	NOV.	DEC.	JAN.	FEB.	MARCH	APR	MAY	JUNE	JULY	AUG.	SEPT.	To Date Total
Days Meals Served	22	18	20	22	19	22	21	20	22	22	21	21	250
Average Daily Meals													
Meals @ Sunset Center	521	486	525	453	327	505	406	462	554	465	515	495	5,714
Home Delivered Meals	686	651	672	630	408	769	694	696	704	635	845	682	8,072
Total Meals	1,207	1,137	1,197	1,083	735	1,274	1,100	1,158	1,258	1,100	1,360	1,177	13,786
Closed Oct. 14-Columbus Day			Closed Good Friday										
Closed Nov. 28 & 29 for Thanksgiving, Nov. 11 Veteran's Day			Closed Memorial Day					Closed (Labor Day)					
Closed for Christmas			Closed July 4th										
Closed Jan. 1st - New Years Day													
Closed Feb.													

Brady Municipal Golf Course
 Monthly Report
 FY 2023

Item	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
Rounds	368	69	57	95									589
Green Fees	\$ 2,190.00	\$ 985.00	\$ 886.00	\$ 1,582.00									\$ 5,643.00
Membership Rounds	368	197	177	271									1013
Student Rounds	22	2	9	27									60
Total Rounds	546	268	243	393									1450
Trail Fee	0	0											0
Trail Fee Revenues	\$ -	\$ -											\$ -
Cart Rentals	154	61	39	99									353
Cart Revenue	\$ 2,376.73	\$ 962.05	\$ 704.60	\$ 1,639.56									\$ 5,682.94
Cart Shed Rental													
Vending Revenue	\$ 1,103.53	\$ 148.45	\$ 303.62	\$ 778.99									\$ 2,334.59
Memberships	71	22	29	24									146
Membership Fees	\$ 19,860.00	\$ 2,985.00	\$ 1,435.00	\$ 2,345.00									\$ 26,625.00
Driving Range	26	17	11	34									88
Range Revenue	\$ 96.04	\$ 56.16	\$ 44.80	\$ 144.50									\$ 341.50
Misc.	\$ -												\$ -
Total Revenue	\$ 25,626.30	\$ 5,136.66	\$ 3,374.02	\$ 6,490.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,627.03

None of the above figures includes sales tax

Item	FY 2023
Rounds	
Green Fees	
Membership Rounds	
Student Rounds	
Total Rounds	
Trail Fee	
Trail Fee Revenues	
Cart Rentals	
Cart Revenue	
Cart Shed Rental	
Vending Revenue	
Memberships	
Membership Fees	
Driving Range	
Range Revenue	
Misc.	
Total Revenue	\$ -

GOLF COURSE - 05

Date	Cash Gross Sales	Cash Taxable Sales	Credit Gross Sales	Credit Taxable Sales
1/1/2023	\$78.65	\$63.40	\$312.74	\$165.49
1/2/2023	\$0.00	\$0.00	\$0.00	\$0.00
1/3/2023	\$36.68	\$16.68	\$22.52	\$12.52
1/4/2023	\$35.41	\$23.16	\$0.00	\$0.00
1/5/2023	\$5.33	\$2.08	\$7.33	\$5.08
1/6/2023	\$36.11	\$27.11	\$38.52	\$18.52
1/7/2023	\$232.45	\$128.45	\$318.60	\$129.35
1/8/2023	\$96.14	\$52.89	\$137.56	\$37.56
1/9/2023	\$29.79	\$19.79	\$105.36	\$63.38
1/10/2023	\$14.24	\$3.24	\$82.53	\$52.53
1/11/2023	\$5.00	\$0.00	\$25.60	\$14.60
1/12/2023	\$11.00	\$0.00	\$50.37	\$27.12
1/13/2023	\$106.01	\$85.26	\$166.40	\$121.90
1/14/2023	\$156.48	\$100.23	\$456.07	\$199.32
1/15/2023	\$92.75	\$53.00	\$216.61	\$109.86
1/16/2023	\$5.95	\$3.70	\$60.93	\$27.68
1/17/2023	\$49.68	\$16.68	\$44.14	\$14.14
1/18/2023	\$73.02	\$42.02	\$0.00	\$0.00
1/19/2023	\$40.34	\$27.09	\$2.08	\$2.08
1/20/2023	\$55.09	\$36.59	\$3.70	\$3.70
1/21/2023	\$92.06	\$52.06	\$327.53	\$185.28
1/22/2023	\$104.64	\$59.64	\$100.79	\$90.29
1/23/2023	\$0.00	\$0.00	\$0.00	\$0.00
1/24/2023	\$0.00	\$0.00	\$0.00	\$0.00
1/25/2023	\$0.00	\$0.00	\$2.08	\$2.08
1/26/2023	\$1.00	\$0.00	\$25.52	\$15.52
1/27/2023	\$68.33	\$41.58	\$5.19	\$5.19
1/28/2023	\$7.94	\$6.94	\$16.68	\$16.68
1/29/2023	\$0.00	\$0.00	\$0.00	\$0.00
1/30/2023	\$0.00	\$0.00	\$3.08	\$3.08
1/31/2023	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,434.09	\$861.59	\$2,531.93	\$1,322.95

Manager Signature

Total Gross Sales: \$3,966.02

THROUGH: Erin Corbel, CITY MANAGER

FISCAL YEAR 2022-2023[illegible]

OPS Report - Airport

INVOICE	DATE	SE	ME	Turbine	Jet	HELO
1003	1/2/2023			4		
1006	1/3/2023	2				
1007	1/3/2023	2				
1008	1/3/2023	2				
1009	1/4/2023	2				
1010	1/5/2023	2				
1012	1/6/2023	2				
1013	1/6/2023					4
1014	1/6/2023					4
1015	1/6/2023					4
1016	1/9/2023		2			
1017	1/10/2023					4
1018	1/10/2023	2				
1019	1/12/2023				4	
1020	1/12/2023					4
1021	1/13/2023	2				
1022	1/15/2023	2				
1023	1/16/2023	2				
1024	1/16/2023	2				
1025	1/16/2023	2				
1026	1/16/2023	2				
1028	1/16/2023				4	
1030	1/18/2023				4	
1032	1/19/2023				4	
1033	1/19/2023	2				
1034	1/19/2023	2				
1035	1/19/2023	2				
1036	1/19/2023				4	
1037	1/19/2023	2				
1038	1/19/2023				4	
1039	1/19/2023					4
1040	1/23/2023					4
1041	1/25/2023					4
1042	1/26/2023	2				
1043	1/26/2023	2				
1044	1/26/2023			4		
1045	1/27/2023	2				
1046	1/27/2023					
1047	1/27/2023	2				
1048	1/27/2023					4
1049	1/30/2023					4
316546	1/8/2023	2				

316549	1/9/2023		2			
316550	1/9/2023	2				
316551	1/9/2023	2				
316552	1/9/2023	2				
316553	1/9/2023	2				
316554	1/9/2023	2				
316555	1/9/2023	2				
316556	1/9/2023	2				
316557	1/9/2023	2				
316560	1/9/2023	2				
316561	1/9/2023	2				
316562	1/9/2023	2				
316563	1/22/2023	2				
TOTAL OPERATIONS		68	4	8	24	40

2-2, 2023
SK.

2-2, 2023
SK.

**Code Enforcement
Monthly Case Load
FY 2022**

Violations

Violation	FY18	FY19	FY20	FY21	FY22	FY23
Background Info Cases	6	0	0	0	0	
Building Code Violations	6	1	0	0	2	
Dangerous Premises	17	1	3	1	11	
Depositing, Dumping, Burning	5	0	4	0	9	
Home Occupation Violation	0	0	0	0	0	
Junk and Unsightly Matter	65	106	65	101	60	
Junked Vehicle, Nuiance	20	85	49	66	52	
Minimum Housing Standards	15	10	0	0	6	
Noise Prohibited, Animals	0	7	5	0	2	
Non-Residential Open Storage	0	0	0	0	0	
Obstruction of Drainageway	0	0	0	0	0	
Permit Required	1	2	0	0	2	
Pool Enclosure	1	0	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	1	0	0	0	3	
Residential Open Storage	3	3	2	1	1	
Residential Setbacks	1	0	0	0	0	
Residential RVs - No Residence	1	1	3	0	5	
Sight Visibility	0	0	1	0	0	
Unsanitary Conditions	8	0	3	2	30	
Weeds and Vegetation	49	68	28	43	35	
Abandon Vehicle					2	
Parking in Alley					2	
Parking of Large Trucks, Trailers...					2	
Parking 72 hrs Prohibited					9	
Garbage, Tires					15	
Cover Securely					1	
Meter Tampering/damage fees					2	
Utilities Disc. for Plumbing violations					1	
Keeping Roosters prohibited						
RVs and Travel Trailers No Allowed						
Zoning Ord. Use Regs Violations	2	0	0	0	1	
Monthly Totals	201	284	163	221	253	

[illegible]

Cases

Open Cases at the start of month	659	611	425	636	476	
Complaints	65	11	2	1	18	
Pro-Active - Self Initiated	63	168	111	151	131	
Total New Cases	127	179	113	151	148	
Inspections Performed					236	
Closed Cases	104	238	57	133	173	
Citations	19	1	7	4	12	
Open Cases at the end of month	683	552	564	621	451	

[illegible]

Utility Inspections	238	201	187	208	221
---------------------	-----	-----	-----	-----	-----

17	12	6	12								
----	----	---	----	--	--	--	--	--	--	--	--

Municipal Court Monthly Report
JANUARY 2023

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:	2,829	1	0	1,397	8	88
a. Active Cases	1,659	1	0	919	5	77
b. Inactive Cases	1170	0	0	478	3	11
2. New Cases Filed	85	0	0	15	0	1
3. Cases Reactivated	61	0	0	63	0	0
4. All other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	1,805	1	0	997	5	78
6. Dispositions Prior to Court Appearance or Trial:						
a. Uncontested Dispositions	37	0	0	0	0	1
b. Dismissed by Prosecution	0	0	0	0	0	0
7. Dispositions at Trial:						
a. Convictions:						
1) Guilty Plea or Nolo Contendere	3	0	0	9	0	2
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	0	0	0	0	0	0
8. Compliance Dismissals:						
a. After Driver Safety Course	4					
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	1					
g. All other Transportation Code Dismissals	6	0	0	0	0	0
9. All other Dispositions	0	0	0	0	0	0
10. Total Cases Disposed	51	0	0	17	0	3
11. Cases Placed on Inactive Status	42	0	0	2	0	0
12. Total Cases Pending End of Month:	2,863	1	0	1,395	8	86
a. Active Cases	1,712	1	0	978	5	75
b. Inactive Cases	1,151	0	0	417	3	11
13. Show Cause Hearings Held	1	0	0	0	0	4
14. Cases Appealed:						
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	2
b. Full Satisfaction	6
Cases in Which Fine and Court Costs Satisfied by Jail Credit	7
Cases in Which Fine and Court Costs Waived for Indigency	1
Amount of Fines and Court Costs Waived for Indigency	\$72.00
18. Fines, Court Costs and Other Amounts Collected:	
a. Kept By City	\$9,453.75
b. Remitted to State	\$5,139.72
c. Total	\$14,593.47
Arrest Warrants Issued	50

Civil Section	Total Cases
1. Total Cases Pending First of Month	314
a. Active Cases	270
b. Inactive Cases	44
2. New Cases Filed	1
3. Cases Reactivated	0
4. All other Cases Added	0
5. Total Cases On Docket	271
6. Uncontested Civil Fines or Penalties	11
7. Default Judgments	4
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	15
14. Cases Placed on Inactive Status	0
15. Total Cases Pending End of Month:	300
a. Active Cases	256
b. Inactive Cases	44
16. Cases Appealed:	
a. After Trial	0
b. Without Trial	0

Juvenile/ Minor Activity	Total
1. Transportation Code Cases Filed	0
2. Non-driving Alcoholic Beverage Code Cases Filed	2
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 Failure 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 Contempt 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 02-06-2023