



**CITY OF BRADY COUNCIL AGENDA
REGULAR CITY COUNCIL MEETING
JUNE 4, 2024, 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. June 4, 2024**, 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.

Tony Groves,
Mayor

Terry Phillips
Council Member Place 1

Missi Elliston
Mayor Pro Tem
Council Member Place 2

Jeffrey Sutton
Council Member Place 3

Felix Gomez, Jr.
Council Member Place 4

Gabe Moreno
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 for Regular and Work Session Meetings on May 21, 2024.
- B. Discussion, consideration and possible action regarding the temporary closure of Blackburn St. and Elm St. at 3rd and 4th Streets from 10:00 a.m. to 2:00 p.m. on July 6, 2024 for the Brady Methodist Church Annual July Jubilee BBQ

5. PRESENTATIONS

None

6. PUBLIC HEARING:

None

7. INDIVIDUAL CONCERNS

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

- A. Discussion, consideration and possible action regarding the **second and final reading of Ordinance 1379** of the City of Brady, Texas, to amend the FY 2024 Budget for municipal purposes.
- B. Discussion, consideration and possible action regarding the **second and final reading of Ordinance 1380** of the City of Brady, Texas amending the FY24 budget for the Brady Economic Development Corporation.
- C. Discussion, consideration and possible action awarding to **Techline Construction, LLC** work to replace aging electric poles and cross-arms and authorizing city manager to enter into a purchase order agreement for a not-to-exceed cost of **\$87,000.00** and a mobilization charge of **\$1,500.00**.
- D. Discussion, consideration and possible action awarding to **Techline, Inc.** certain material purchases related to aging electric poles and cross -arms and authorizing the city manager to enter into purchase order agreement for a cost of **\$54,989.97**.
- E. Discussion, consideration and possible action to approve Hotel Occupancy Tax (HOT) Funding Application from Smoke on the Hill, Inc. for the Smoke on the Hill Cook-off.

8. STAFF REPORTS

A. Upcoming Special Events/Meetings:

June 4	Happy Birthday Felix Gomez!
June 13	City Employee Appreciation Pool Party
June 18	Regular City Council Meeting, 6:00 p.m.
July 2	Regular City Council Meeting, 6:00 p.m.
July 4	Independence Day Holiday, City offices closed, altered trash schedule
July 9	Budget Work Session
July 11	Budget Work Session
July 16	Budget Work Session
July 16	Regular City Council Meeting, 6:00 p.m.
July 18	Budget Work Session – IF needed

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: golf course superintendent.
- Pursuant to Section 551.072 (Deliberations about Real Property), the City Council will deliberate the purchase, exchange, lease, or value of real properties of the City as the deliberation in an open meeting will have the detrimental effect on the position of the City in negotiations with a third person: Fire Station / 480 acres at Brady Lake

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 Work Session Meeting on Tuesday May 21, 2024 at 5:00 p.m. with Mayor Anthony Groves presiding. Council Members present were Missi Elliston, Gabe Moreno, and Terry Phillips. City staff present were City Manager Erin Corbell, Finance Director Lisa McElrath, Police Chief Randy Batten, City Attorney Sharon Hicks, and City Secretary Tina Keys. Also in attendance were James Griffin, Bob Hoepfner, and Sherl Miggins.

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

Mayor Groves called the meeting to order at 5:01 p.m. Council quorum was certified.

2. PUBLIC COMMENTS

There were no public comments

3. INDIVIDUAL CONCERNS

- A. Discussion regarding council budget priorities for FY25. Erin Corbell said they are looking to council to discuss any budget priorities for this next budget work session. City Manager Corbell said Council Member Sutton had said pickleball court. Council Member Moreno asked where we stand. Erin Corbell said we have a little bit of money allocated, but it's not a high priority. Street department is responsible for building the courts and the street department is overloaded right now with some big repairs and equipment failures. City Manager Corbell said she told them working on the streets comes first. Council Member Moreno asked how much is allocated for this year. Erin said \$11,000 was left in the Stanburn Park project that was moved into the general fund. Council Member Moreno asked how much is needed to finish. City Manager Corbell said if we have it professionally done it's \$150,000. Council Member Moreno asked how much if we do it. City Manager Corbell said she will get with the superintendent but she thinks they still need to do some surface prep on it. Council Member Elliston said she didn't think that pickleball group was open to accepting a nonprofessional court. Council Member Moreno said he would like something for them to access and wondered if we need to budget more. Corbell said she doesn't think so. Council Member Moreno said he and Council Member Gomez had a meeting last week and one of the things they talked about was do we have a cleanup open to the public or is there any way to put it in the budget. Corbell said it is the street department that does that pickup. The street dept goes out and does one quadrant of the city per week so that's 2 to 3 days a week that takes them away from working on the streets. Corbell said we had the TCEQ violation at the landfill 2 years ago, we can see what we can do instead of paying fine. We're looking into some clean up options to reduce the fine. Council Member Moreno went out to the landfill on Saturday and they were closed. They said it was because of rain but it hadn't rained; and they were closed 4 days last week. Council Member Moreno asked what citizens are supposed to do. Erin Corbell said the trash has to be covered at the end of the working day and we can't do that if there's mud. Council Member Moreno said there are some people who do that for a living and if they can't take it out there to dump, they lose money. Council Member Moreno asked if there is an alternative route that people can take. Corbell said she will check. City Manager Corbell said she got Council Member Gomez' list – upgrade bathrooms at lake pavilion, ceiling enclosure at senior center, railroad building being demolished. Council Member Moreno said he called on that today. He has had several people call about it. Attorney Hicks said she spoke with the railroad people today and told them the city is not concerned if it was the railroad or the purchaser, but it has to come down or citations will be issued. She also told the railroad representative that we are not equipped to do it. Their plan is for the purchaser to handle it. Attorney Hicks said she told them it's in their name so they would get the ticket

and told them they have 30 days. Council Member Moreno asked if the EDC board could purchase the property and clean it then sell it as a different option. Council Member Phillips said he doesn't know if they have the money. Council Member Moreno said he is trying to find a solution to get it done ASAP. City Manager Corbell said the railroad is having an issue because they're willing to part with a portion of the property but not all of it, so they're going to have to get a survey. Council Member Elliston asked how much is the citation? Attorney Hicks said up to \$2,000 a day. Attorney Hicks said the railroad is still disputing proof of ownership. Attorney Hicks said she told them they need to figure it out. Council Member Moreno asked James Griffin to advertise that we are working on it. Griffin said if Corbell sends it to him, he will share it. Corbell said she is not going to write his news article for him. Attorney Hicks said it could be as simple as saying there are discussions about demolishing the structure. City Manager Corbell said there was a timeframe of establishing ownership, reaching the railroad was fun, they had to get their board of directors, there was a potential purchaser who got an asbestos inspection then backed out, now there is a second receiver of the property who has the bid to demolish because city staff cannot do that, now there is the issue of the railroad willing to do something with that portion, but they have to split it out. Council Member Moreno said that location will be a high commodity soon. EC said the railroad is actively trying to part with the property, so we are working with them. Attorney Hicks said the city is going to look to see if they can find a plat to see what we have. City Manager Corbell said she has down for budget discussions a city wide cleanup and the fire station. Council Member Moreno said he also has cart sheds. Council Member Elliston said there is a lot that goes with that. Erin Corbell said she is waiting for 2 quotes for the next 3 years as a supplemental, three years at \$250,000. Corbell said she has a bid on replacing show barn at Richards park. Council Member Elliston said we need to add sidewalks. We have sidewalks all over town that are really bad. Council Member Phillips said there is probably an issue with people with ADA requirements. Other cities have to go in and change curbs so wheelchairs can go across streets and back up. Council Member Elliston said we need something that protects the homeowner who wants to fix sidewalks themselves. Council Member Moreno said he also has boat ramps at the lake on his list. Corbell said we've received grant funds for that before so we can look into that with the parks master plan. Mayor Groves asked Attorney Hicks if there is a state agency that we can threaten the railroad with that's more serious? If so, we should invite their representative to the next council meeting. Attorney Hicks said the railroad is controlled by federal law, but we can look at it. Mayor Groves said if you talk to the Texas railroad commission they maybe could do something. Council Member Elliston asked how we can track homes that needs attention. Corbell said we're going to hire a new employee that can take that on. Attorney Hicks said council can give their top 3 houses that they believe warrant attention. There are quite a few, so the question is, where do we start. Council Member Elliston said even if we start with vacant one first, ones that have maybe been burned, or nobody has lived there in years, then we can move to those that are occupied. Council Member Moreno asked how many are in court now that are not livable. Attorney Hicks said 4 or 5, and we've done quite a bit of cleanup and demolition. Attorney Hicks said every time we clean up one gentleman's property, he brings in more stuff. We have fined him and fined him. Council Member Phillips said maybe once a quarter we can have a cleanup where citizens go in and help people who can't help themselves. Attorney Hicks said we have to have a warrant to go on people's property. We would need a church group or civic group to work with those people. And those citizens need to understand they're doing it at their own risk. Mayor Groves said there was lots of cleared property and lots of debt in the past. Attorney Hicks said a lot of times our lien is subordinate to the back taxes. Council Member Moreno asked about gas appraisal and substation appraisal and G. Rollie White appraisal, can we consider those? City Manager Corbell said GRW appraisal is covered, there is consideration in next year's budget for a gas system consultant, and we should be closing on the substation in August. We're working on fair market value, land asset cost, we anticipate having an agreement to council on July 2nd. Council Member Elliston said she just wants more money for cleanup. City Manager Corbell said maybe can contract that work out instead of getting streets department to do it. Council Member Elliston said that might be good if the locals could bid on the job and said we are so overwhelmed, if we don't get aggressive, we are not going to make any progress.

Council Member Elliston said we might even want to consider a temp position to get this all ironed out. Attorney Hicks said we are making faster progress because they're not being allowed to come back to court time after time. James Griffin said he would help in identifying properties. He would just need a timeline. He still has statistics from 2014. City Manager Corbell said October 1.

B. Discussion regarding water well for golf course

City Manager Corbell said we heard a presentation from Tim Walker at the last meeting. We've identified some funds to make that happen in this fiscal year. There will be a small impact to the water division. Right now the golf course is supported by the General fund. The city bills the water fund for the water. By not having the water bill, it reduces the burden on the electric fund to support the general fund. Council Member Elliston said the project pays for itself. Corbell said the golf course is paying \$130,000-\$160,000 a year on water. The water well cost is \$180,000. Lisa McElrath said it will reduce the overall depiction of what it costs to water the golf course. City Manager Corbell said last summer one of our wells went out so we had to tell the golf course not to water the course. This removes that situation. We're also not putting city water on the golf course, so we don't have to pay for the radium removal of that water. Council Member Moreno said he was told the well would be \$140,000 but now we're saying it's \$180,000. Corbell said it's \$167,000 plus a little bit for hiring the building inspector; it will come back to council for approval once we get the bids. Council Member Moreno said originally he was told the BGA would apply for grants saving the city around \$50,000. Corbell said she doesn't think that ever came to fruition. It's cleaner if the well is in the city's name. Corbell said she heard the BGA was applying for a 501c3 but hasn't heard anything else. Also, the BGA can't put a well on City property. Council Member Moreno asked if we should ask the citizens that are in attendance at the meeting if they have anything to add. Sherl Miggins said as a new citizen, she noticed the overgrown properties and would like to help and has also met other people who are concerned. It would be nice if some things could be done.

4. ADJOURNMENT

There being no further business, Mayor Groves adjourned the meeting at 5:58 p.m.

Anthony Groves, Mayor

Attest: _____
Tina Keys, City Secretary

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The City Council of the City of Brady, Texas met in a Regular Meeting on Tuesday May 21, 2024 at 6:00 p.m. with Mayor Anthony Groves presiding. Council Members present were Missi Elliston, Felix Gomez, Jeffrey Sutton, Gabe Moreno and Terry Phillips. City staff present were City Manager Erin Corbell, Police Chief Randy Batten, City Attorney Sharon Hicks and City Secretary Tina Keys. Also in attendance were James Griffin, Annita Ellison, Bob Hoeppner, Sherl Miggins, Charles Bush. R. S. Bush, and Daniel Mendoza.

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

Mayor Groves called the meeting to order at 6:07 p.m. Council quorum was certified.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Phillips 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 Session Meeting on May 7, 2024
- B. Discussion, consideration and possible action approving a noise variance as requested by Sharon Tinney for the Cox Reunion to be held on June 8, 2024 at the Brady Lake Pavilion until 12:30 a.m. on June 9, 2024.
- C. Discussion, consideration and possible action approving a noise variance for Smoke on the Hill to be held at Richard's Park on Friday, June 14, 2024 and Saturday, June 15, 2024 until midnight both days.
- D. Discussion, consideration and possible action regarding the temporary closure of W. Victoria Street between N. Elizabeth St. and N. Davidson St. on May 31, 2024 from 12:00 p.m. until June 2, 2024 for a graduation party as requested by Brentt Raybion.

Council Member Moreno moved to approve the Consent Agenda. Seconded by Council Member Phillips. All Council Members voted "aye" and none "nay". Motion passed with a 3 – 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 approval of Resolution 2024-011 adopting charter amendments as approved by a majority of the votes cast at a Special Election held on May 4, 2024. Erin Corbell presented and said this is a resolution as required by state law. Council Member Elliston moved to approve Resolution 2024-011. Seconded by Council Member Moreno. All Council Members voted "aye" and none "nay". Motion passed with a 3 – 0 vote.

- B. Discussion, consideration and possible action regarding the **first reading of Ordinance 1379** of the City of Brady, Texas, to amend the FY 2024 Budget for municipal purposes. Erin Corbell presented. This is to allocate funds for the drilling of a water well and provide 3 month salary and benefits for a building official. Council Member Elliston moved to approve the first reading of Ordinance 1379. Seconded by Council Member Moreno. All Council Members voted “aye” and none “nay”. Motion passed with a 3 – 0 vote.
- C. Discussion, consideration and possible action awarding Brady Economic Development Corporation loan 2024-001 to Helios Press LLC in the amount of \$200,000 at 3% interest for a period of 10 years. Daniel Mendoza, EDC Director presented and said they are a new business and asked for money. The EDC board approved it and already had their public hearing with no objections. Council Member Moreno said he did talk to Daniel and asked why one is paying 2% and one is 3%. Daniel said his understanding it is just a board decision. They are looking at updating their bylaws. Council Member Moreno is worried if it’s up to the board, there could be a big conflict. Council Member Phillips said any time you go to the bank to get a loan, one person may get an 8% and another 11% depending on different things. Council Member Moreno said there is no threshold that regulates what they do. Council Member Phillips said they need to address that and get an interest rate schedule depending on many factors. There needs to be a clear guideline. Council Member Moreno said we’re fixing to do something and don’t know how they regulate that. Daniel said it is understandable and it will for sure be brought up. They’re not going to get a 3% loan anywhere around here. They requested 3% on their application. Council Member Phillips said so it doesn’t look like we are discriminating, we need to get some criteria. Attorney Hicks said that’s a policy and procedure you can look at every year. We can develop a policy. Daniel Mendoza said they do have a business in Austin and one in California. Mayor Groves said he thinks Council Member Moreno is right. We need a written paragraph saying how they go about judging. Council Member Phillips said especially since we are using taxpayer money we need to be transparent. Council Member Moreno moved to approve BEDC Loan 2024-001 in the amount of \$200,000 to Helios Press, LLC. Seconded by Council Member Phillips. Two Council Members voted “aye” with Council Member Elliston voting “nay” stating she has concerns with the product. Motion passed with a 2 - 1 vote.
- D. Discussion, consideration and possible action awarding Brady Economic Development Corporation loan 2024-004 to Salon 325 in the amount of \$6,000 at 2% interest for a period of 3 years. Daniel Mendoza presented. Council Member Moreno moved to approve BEDC Loan 2024-004 in the amount of \$6,000 to Salon 325. Seconded by Council Member Elliston. All Council Members voted “aye” and none “nay”. Motion passed with a 3 – 0 vote.
- E. Discussion, consideration and possible action regarding the **first reading of Ordinance 1380** of the City of Brady, Texas amending the FY24 budget for the Brady Economic Development Corporation. Erin Corbell presented and said Council ultimately approves the budget for the EDC. Council Member Moreno moved to approve the first reading of Ordinance 1380. Seconded by Council Member Phillips. Two Council Members voted “aye” and one Council Member, Elliston voting “nay”. Motion passed with a 2 – 1 vote.

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:**

May 27	Memorial Day, City Offices Closed, Altered Trash Schedule
June 4	Regular City Council Meeting, 6:00 p.m.
June 4	Happy Birthday Felix Gomez!
June 13	City Employee Appreciation Pool Party
June 18	Regular City Council Meeting, 6:00 p.m.

9. ANNOUNCEMENTS

Council Member Moreno said there is a Memorial Day golf tournament this weekend. Erin Corbell said she is proposing July 9, 11, 16 with 18th as a backup for budget work session.

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

12. ADJOURNMENT

There being no further business, Mayor Groves adjourned the meeting at 6:30 p.m.

Anthony Groves, Mayor

Attest: _____
Tina Keys, City Secretary

Brady Methodist Church
401 S Blackburn St. – PO Box 1030
Brady, TX 76825
325-597-3436 Fax 325-597-7856

May 24, 2024

City of Brady
Erin Corbell
201 East Main
Brady, Texas 76825

Ms. Corbell:

The Brady Methodist Church is holding their annual 4th of July barbecue on July 6, 2024. This letter is to request the City block off Blackburn and Elm at 3rd and 4th Street between 10:00 a.m. and 2:00 p.m. If you have any questions or concerns, please contact me at 325-456-5748.

Thank you,

BRADY METHODIST CHURCH



Sue Owens
Barbecue Co-Chairman

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

AGENDA DATE:	06/04/2024	AGENDA ITEM	7.A.
AGENDA SUBJECT: Discussion, consideration, and possible action regarding the second and final reading of Ordinance 1379 of the City of Brady, Texas, to amend the FY2024 Budget for municipal purposes.			
PREPARED BY:	Erin Corbell / Lisa McElrath	Date Submitted:	4-5-24
EXHIBITS: Ordinance 1379 Exhibit A – Amendment Summary			
BUDGETARY IMPACT:	Required Expenditure:	\$200,100 .00	
	Amount Budgeted:	\$.00	
	Appropriation Required:	\$200,100.00	
CITY MANAGER APPROVAL:			

SUMMARY:																			
<p>Council has expressed a desire to hire a Building Official/Inspector to provide the service in house, rather than to continue to outsource the services. This budget amendment would authorize hiring for such a position and provides funding for the remainder of FY24.</p> <p>Staff and Council have also identified an opportunity to drill a water well at the Municipal Golf Course to provide irrigation to the course without having to utilize the City’s treated drinking water.</p> <p>Excess funds were identified in the Hospital Insurance line item for various divisions within the General Fund, totaling \$59,138.00. At our last two City Council meetings, Council also passed a budget amendment recognizing additional interest income exceeding original budget expectations totaling \$125,000. The Council’s last Fund Balance Adequacy report also shows excess fund balance.</p> <p>Staff is proposing Ordinance 1379 to fund a Building Official/Inspector position and a Water Well at the Municipal Golf Course:</p> <table style="width: 100%; margin-top: 20px;"><tr><td style="width: 30%;">Water Well:</td><td style="width: 20%;">\$180,000</td><td style="width: 30%;">Excess Interest Earnings:</td><td style="width: 20%;">\$125,000</td></tr><tr><td>Building Off.:</td><td><u>\$20,100</u></td><td>Trns Hospital Insurance:</td><td>\$59,138</td></tr><tr><td></td><td>\$200,100</td><td>Draw Down-Fund Balance:</td><td><u>\$15,962</u></td></tr><tr><td></td><td></td><td></td><td>\$200,100</td></tr></table>				Water Well:	\$180,000	Excess Interest Earnings:	\$125,000	Building Off.:	<u>\$20,100</u>	Trns Hospital Insurance:	\$59,138		\$200,100	Draw Down-Fund Balance:	<u>\$15,962</u>				\$200,100
Water Well:	\$180,000	Excess Interest Earnings:	\$125,000																
Building Off.:	<u>\$20,100</u>	Trns Hospital Insurance:	\$59,138																
	\$200,100	Draw Down-Fund Balance:	<u>\$15,962</u>																
			\$200,100																

RECOMMENDED ACTION:
Mayor will ask: “Madam City Secretary please read the Ordinance Preamble for the record in accordance with the City Charter.” (City Secretary reads preamble)
Mayor calls for a Motion: Do I have a Motion to approve the second and final reading of Ordinance 1379 ?

ORDINANCE NO. 1379

AN ORDINANCE OF THE CITY OF BRADY, TEXAS AMENDING THE FISCAL YEAR 2023-2024 BUDGET FOR MUNICIPAL PURPOSES:

An ordinance amending the 2023-2024 Fiscal Year Budget as follows for municipal purposes:

Transfer excess funds budgeted for insurance expenditures and allocate excess interest earnings from FY24 budget to provide for payroll expenditures for a Building Official/Inspector and to provide for capital improvements at the Brady Municipal Golf Course for a water well.

WHEREAS: The City of Brady City Council desires to fund a personnel position for a municipal Building Official/Inspector and for creation of a water well system at the Brady Municipal Golf Course; and

WHEREAS: The City Council recognizes that General fund balance exceeds minimum required levels; and

WHEREAS: The approved Fund Balance Policy permits the use of excess fund balance for capital expenditures; and

WHEREAS: The council supports the need to allocate funds for personnel to streamline city functions and provide efficiencies; and

WHEREAS: The council supports the need to provide improvements to the Brady Municipal Golf Course by providing an alternative water source;

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRADY TEXAS that the FY 2023-2024 budget be amended accordingly.

APPROVED UPON FIRST READING THIS THE 21st DAY OF MAY 2024,

APPROVED AND PASSED UPON SECOND READING THIS THE 4th DAY OF JUNE 2024.

Anthony Groves, Mayor

ATTEST:

Tina Keys, City Secretary

CITY OF BRADY
Ordinance 1379 - EXHIBIT A
Budget - FY 24 Amendment Summary
5-21-2024 First reading

EXPENDITURES

<u>REQUEST</u>	<u>AMOUNT</u> INC/(DEC)	<u>BUDGET NUMBER</u>	<u>BUDGET DESCRIPTION</u>	<u>AMENDED</u> <u>BUDGET</u>
GENERAL FUND -10				
Provide Funding for Water Well at Golf Course	\$ 180,000	10-5-05-401.00	Capital Outlay	\$ 180,000
Provide Funding for Building Official	\$ 15,000	10-5-45-101.00	Payroll Expenditures	\$ 102,453
	\$ 2,400	10-5-45-110.00	Hospital Insurance	\$ 25,320
	\$ 1,500	10-5-45-111.00	Retirement	\$ 10,258
	\$ 1,200	10-5-45-114.00	Payroll Taxes	\$ 8,060
Total additional expenditures	<u>\$ 200,100</u>			
Transfer available funds for water well	\$ (7,371)	10-5-01-110.00	Hospital Insurance	\$ 30,905
Transfer available funds for water well	\$ (4,414)	10-5-02-110.00	Hospital Insurance	\$ 18,506
Transfer available funds for water well	\$ (8,448)	10-5-03-110.00	Hospital Insurance	\$ 64,772
Transfer available funds for water well	\$ (6,327)	10-5-05-110.00	Hospital Insurance	\$ 37,013
Transfer available funds for water well	\$ (4,414)	10-5-07-110.00	Hospital Insurance	\$ 18,506
Transfer available funds for water well	\$ (10,095)	10-5-08-110.00	Hospital Insurance	\$ 129,545
Transfer available funds for water well	\$ (7,034)	10-5-12-110.00	Hospital Insurance	\$ 46,266
Transfer available funds for water well	\$ (2,207)	10-5-24-110.00	Hospital Insurance	\$ 9,253
Transfer available funds for water well	\$ (2,207)	10-5-27-110.00	Hospital Insurance	\$ 9,253
Transfer available funds for water well	\$ (4,414)	10-5-32-110.00	Hospital Insurance	\$ 18,506
Transfer available funds for water well	\$ (2,207)	10-5-41-110.00	Hospital Insurance	\$ 9,253
Total reductions in expenditures	<u>\$ (59,138)</u>			
Increase in expenditures, less reductions	<u><u>\$ 140,962</u></u>			

REVENUE SOURCES

Interest income is significantly more than expected

GENERAL FUND - updated by Ordinance 1378	\$ 125,000	10-4-01-898.00	Interest Income	\$ 275,000
	<u><u>\$ 125,000</u></u>			

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

AGENDA DATE:	06/04/2024	AGENDA ITEM	7.B.
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the second and final reading of Ordinance 1380 of the City of Brady, Texas, amending the FY24 budget for the Brady Economic Development Corporation.		
PREPARED BY:		Date Submitted:	5/17/2024
EXHIBITS:	Ordinance 1380, amended budget		
BUDGETARY IMPACT:	Required Expenditure:	\$206,000.00	
	Amount Budgeted:	0.00	
	Appropriation Required:	\$206,000.00	
CITY MANAGER APPROVAL:			

SUMMARY:
At their May 6 th meeting, the Brady Economic Development Corporation approved an amendment to their Fiscal Year 2024 budget, approving allocations totaling \$206,000 to accommodate projects as approved by the EDC Board of Directors.

RECOMMENDED ACTION:
Mayor <i>Pro Tem</i> will ask: “Madam City Secretary please read the Ordinance Preamble for the record in accordance with the City Charter.” (City Secretary reads preamble)
Mayor <i>Pro Tem</i> calls for a Motion: Do I have a Motion to approve the second and final reading of Ordinance 1380?

ORDINANCE NO. 1380

**AN ORDINANCE OF THE CITY OF BRADY, TEXAS APPROVING AMENDMENT TO
BRADY TYPE B ECONOMIC DEVELOPMENT CORPORATION FOR FISCAL YEAR
2023-2024 BUDGET TO INCLUDE FUNDING FOR HELIOS PRESS, LLC AND SALON
325.**

WHEREAS, both the Brady Type B Economic Development Corporation and the City Council of the City of Brady, Texas have approved a Performance Agreement with Promissory Note for Helios Press, LLC, with a loan totaling two hundred thousand dollars and no/100 (\$200,000) and a Performance Agreement with Promissory Note for Salon 325, with a loan totaling six thousand dollars and no/100 (\$6,000); and

WHEREAS, both being qualified Projects as that term is defined under the Texas Local Government Code, Chapters 501 and 505, *et seq.*, as amended, known as the Development Corporation Act of 1979; and

WHEREAS, such Project was not included in the original budget for the Brady Type B Economic Development Corporation FY 2023-2024; and

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

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BRADY TEXAS that the Brady Type B Economic Development Corporation FY 2023-2024 Budget be amended in accordance with the Budget as shown in Attachment A, which is hereby incorporated herein for all purposes.

APPROVED UPON FIRST READING THIS THE 21st DAY OF MAY, 2024.

APPROVED UPON SECOND AND FINAL READING THIS THE 4TH DAY OF JUNE, 2024.

Anthony Groves, Mayor

ATTEST: _____
Tina Keys, City Secretary

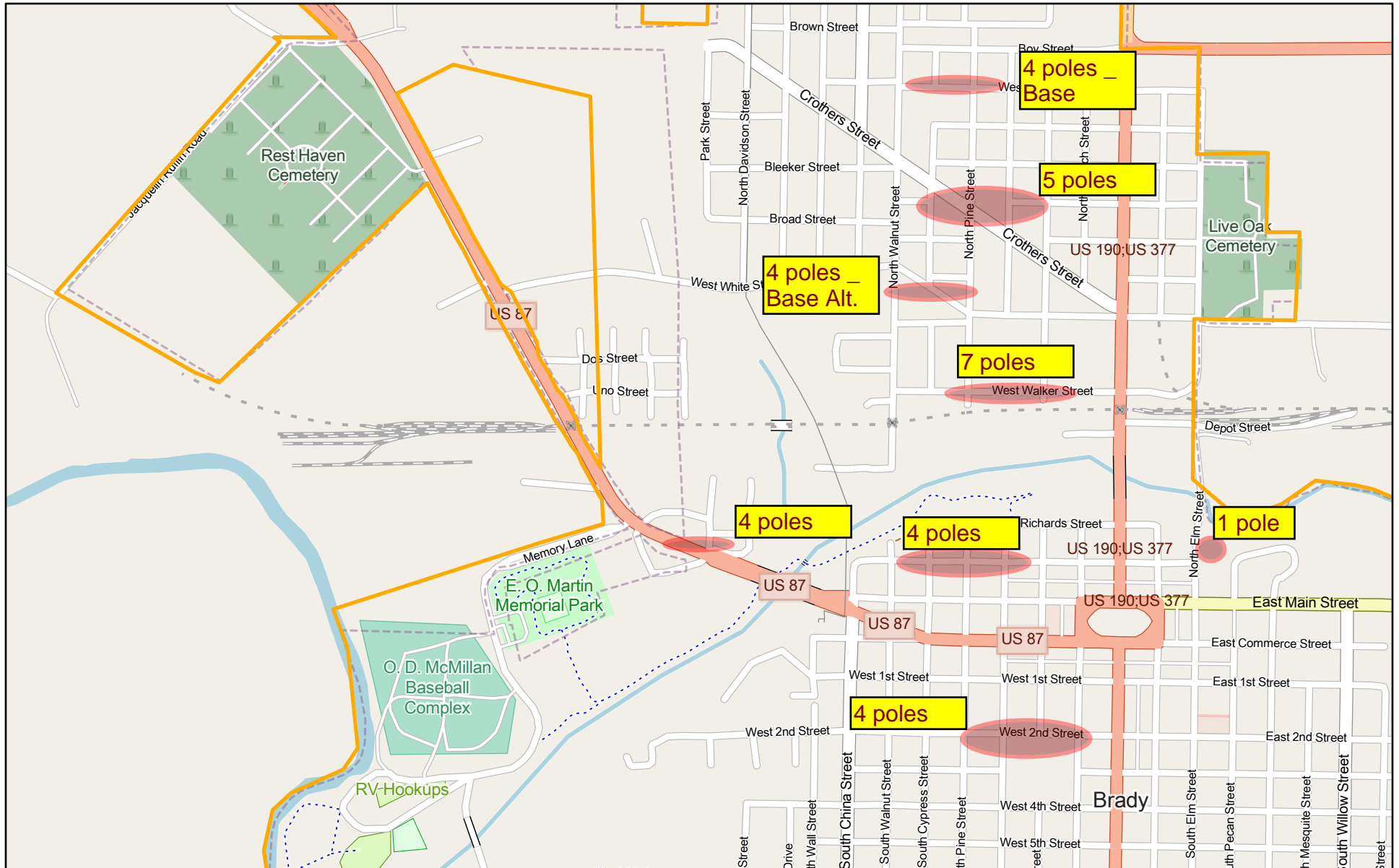
City Council

City of Brady, Texas

Agenda Action

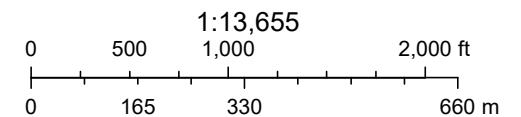
AGENDA DATE:	06/04/2024	AGENDA ITEM	7.C.
AGENDA SUBJECT:			
Discussion, consideration, and possible action awarding to Techline Construction, LLC work to replace aging electric poles and cross-arms and authorizing city manager to enter into purchase order agreement for a not-to-exceed cost of \$87,000.00 and a mobilization charge of \$1,500.00 .			
PREPARED BY:	S. Miller / J. Solis	DATE SUBMITTED	05/28/2024
EXHIBITS:			
Techline Construction, LLC (Not-to-Exceed Cost Letter) Site Map Photos			
BUDGETARY IMPACT:			
		Required Expenditure:	\$88,500.00
		Amount Budgeted:	\$88,500.00
		Appropriation Required:	\$0.00
CITY MANAGER APPROVAL:			
SUMMARY:			
FY2024 Electric Distribution Division budget for an assigned capital improvement project to Capital Outlay – Projects or account no. 20-5-22-401.00 identified as electric pole & cross-arm replacement. The city electric superintendent coordinated a site visit with the high-voltage contractor (Techline Construction LLC) and developed a work scope for multiple areas across Brady for pole and cross-arm replacement. As shown in the exhibits a total of 29 poles and cross-arms are slated for replacement. A Base_Alternate site for four (4) poles and cross-arms is to be determined at completion of the initial 29 poles and cross-arm replacement. Techline Construction, LLC is a pre-approved electrical contractor service provider made possible through LCRA’s Long Term Service Agreement with City of Brady.			
RECOMMENDED ACTION:			
Mayor: Do I have a motion to award Techline Construction, LLC , Austin, Texas, the FY2024 Pole and Cross-arm Replacement project in the amount of \$88,500.00 .			

City of Brady Map Overall Sites



5/28/2024, 10:37:12 AM

 City Limits



Map data © OpenStreetMap contributors, Microsoft, Facebook, Inc. and its affiliates, Esri Community Maps contributors, Map layer by Esri

City of Brady ; BIS Consulting - www.bisconsultants.com

Disclaimer: This product is for informational purposes only and has not been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of boundaries.



9609 BECK CIRCLE
AUSTIN, TEXAS 78758
DON LAWYER (903) 603-6260

May 17, 2024

City of Brady
C/O Joe Solis
Brady, Texas

RE: Pole Change Outs in Various Locations

Dear Joe,

Thank you for giving Techline Construction, LLC the opportunity to quote on the Pole Change Out in Various Locations Project. The estimated cost will be \$81,200.00 not to exceed \$87,000.00 plus a \$1,500.00 mobilization fee.

Thank you,
Vance Thurmon
Techline Construction



2024/05/23
14:26

2024/05/23
14:27



2024/05/23
14:28



2024/05/23
14:01





2024/05/23
14:08

2024/05/23
14:23



2024/05/23
14:13



2024/05/23
14:11



2024/05/23
13:53





2024/05/23
13:55

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14:16



2024/05/23
14:19





2024/05/23
14:20



2024/05/23
14:36

2024/05/23
14:31



N College
W White

2024/05/23
14:31



City Council

City of Brady, Texas

Agenda Action

AGENDA DATE:	06/04/2024	AGENDA ITEM	7.D.
AGENDA SUBJECT:	Discussion, consideration, and possible action awarding to Techline, Inc. certain material purchases related to aging electric poles and cross-arms and authorizing city manager to enter into purchase order agreement for a cost of \$54,989.97 .		
PREPARED BY:	S. Miller / J. Solis	DATE SUBMITTED	05/28/2024
EXHIBITS:	Techline, Inc. Material Price Worksheet		
BUDGETARY IMPACT:	Required Expenditure:	\$54,989.97	
	Amount Budgeted:	\$54,989.97	
	Appropriation Required:	\$0.00	
CITY MANAGER APPROVAL:			
SUMMARY:			
<p>FY2024 Electric Distribution Division budget for an assigned capital improvement project to Capital Outlay – Projects or account no. 20-5-22-401.00 identified as electric pole & cross-arm replacement. The city electric superintendent in coordination with Techline, Inc. account representative derived a material list quantifying poles, transformers, conductor wiring, insulators, cross-arms, etc. (see exhibit) to support the associated construction replacement of aging poles & cross-arms in city’s electric grid. Techline, Inc. Construction, LLC is a pre-approved electrical supplier made possible through LCRA’s Long Term Service Agreement with City of Brady.</p>			
RECOMMENDED ACTION:			
<p>Mayor: Do I have a motion to award Techline, Inc. Austin, Texas, the FY2024 Pole and Cross-arm Material Purchase in the amount of \$54,989.97.</p>			



QTY	UOM	CAT#	Description	Price	Extended	Leadtime	Notes
30	ea	STB096N12602	8' Fiberglass crossarm	\$206.10	\$6,183.00	local stk	
200	lb	#6SSDBC25#SPL	#6 solid soft drawn bare cu	\$7.09	\$1,418.00	local stk	
15	ea	615880	5/8" x 8 ' ground rod	\$18.41	\$276.15	local stk	
15	ea	G5	ground rod clamp	\$2.35	\$35.25	local stk	
20	ea	GP100	pole plate	\$12.52	\$250.40	local stk	
60	ea	C2174P	pole top pin	\$18.00	\$1,080.00	local stk	
90	ea	6183R-70	insulator, F-Neck	\$4.09	\$368.10	local stk	
30	ea	C7744	single upset bolt 14"	\$13.69	\$410.70	1-2 wks	
30	ea	8442-70	3" spool	\$1.22	\$36.60	local stk	
100	ea	C8812	5/8" x 12" machine bolt	\$2.37	\$237.00	local stk	
5	ea	C206-0299	"D" bracket	\$59.58	\$297.90	local stk	
15	ea	2137097324	10kv arrester	\$58.44	\$876.60	local stk	
15	ea	CP710-112PB	15kv poly cutout 100amp	\$155.21	\$2,328.15	local stk	
15	ea	2744713007	arrester bracket	\$28.72	\$430.80	4-6 wks	
100	ea	6H3	#6 split bolt	\$2.32	\$232.00	local stk	
300	ea	C6813	2-1/4 square washer flat	\$0.52	\$156.00	local stk	
100	ea	C3512	5/8" locknut	\$0.42	\$42.00	local stk	
500	ft	#6SOL-TRW-250'SPL	#6 riser wire	\$0.83	\$415.00	local stk	
1000	ft	Perwinkle-XL-500'CL	#4AL triplex OH	\$0.74	\$740.00	local stk	
200	ea	WR189	H-tap	\$0.83	\$166.00	local stk	
20	ea	GS-555H	wildlife protector	\$9.52	\$190.40	1-2 wks	
100	ea	W201	wedge service clamp BLUE	\$4.05	\$405.00	local stk	
20	ea	GD-4442A	Auto deadend #4 & #2	\$23.94	\$478.80	local stk	
50	ea	BHLS022016E	Bronze clamp #6-2/0	\$41.65	\$2,082.50	7-8 wks	Box = 50
30	ea	C8814	5/8" x 14" machine bolt	\$2.33	\$69.90	local stk	
30	ea	4010250215	25KV poly deadend	\$22.66	\$679.80	local stk	
10	ea	51003	3amp "T" fuse	\$6.20	\$62.00	1-2 wks	
10	ea	41400	4 amp "X" fuse	\$9.05	\$90.50	1-2 wks	
10	ea	AHLS022019E	AL stirrup #8-2/0	\$16.40	\$164.00	local stk	
100	ea	WR159	H-tap	\$0.82	\$82.00	local stk	
6	ea	ATBX P50 MVOLT R5 3K XL NL PCLL	LED Fixture	\$217.07	\$1,302.42	4-6 wks	
TOTAL (1)					\$21,586.97		
4	ea	1015-505674-428	Transformer, 15KVA 7200 120/240 2 Bushing Transformer, 25KVA 7200 120/240 2 Bushing Wood 35' Class 3 Creosote Wood 40' Class 3 Creosote	\$1,275.00	\$5,100.00		
5	ea	1025-510986-008		\$1,422.00	\$7,110.00		
5	ea	35CL3-CREO Pole		\$605.00	\$3,025.00		
24	ea	40CL3-CREO Pole		\$757.00	\$18,168.00		
TOTAL (2)					\$33,403.00		
TOTAL (1+2)					\$54,989.97		

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	06/04/2024	AGENDA ITEM	7.E.
AGENDA SUBJECT:	Discussion, consideration and possible action to approve Hotel Occupancy Tax (HOT) Funding Application from Smoke on the Hill, Inc. for the Smoke on the Hill Cook-off		
PREPARED BY:	E. Corbell	Date Submitted:	05/30/2024
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 Tourism Advisory Board has not had an opportunity to meet to discuss this request.</p> <p>The Chamber of Commerce has budgeted \$25,000 for tourism grants for this fiscal year, as approved by the City Council. The Chamber is bringing to council one grant application for the Smoke on the Hill Cook-off in the amount of \$5,000 for marketing purposes.</p>		
RECOMMENDED ACTION:	Consider and approve an amount to award to the Smoke on the Hill Cook-off in the amount of \$5,000 for marketing purposes.		



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>Smoke On The Hill Cook-Off</u>	
Event Date: <u>6/14/2024</u>	Year Event Began: <u>2004</u>
Event Location: <u>Richards Park - 100 Brady Ctyg Club Dr. Brady, Tx</u>	
Sponsoring Organization Name: _____ Website & or Facebook page: _____	
Tax I.D. Number: _____	

Please check one

Is your organization tax exempted? ☒ Yes ☐ No

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

Contact Information

Name of Contact: <u>Sheri Land, Brentl Raybion</u>		
Mailing Address (must match address on W-9): <u>1201 N. Elizabeth St.</u>		City, State, Zip: <u>Brady, Tx 76825</u>
Daytime Phone#: <u>325</u> _____	Alternate Phone#: _____	E-mail Address: <u>sheri@HeartOfTexasRestoration.com</u>

Please check one

Contact Preference: ☒ Email ☐ Mail ☐ Fax

Event Funding Request

HOT Funds Requested: \$ 5,000.00

Describe in detail, exactly how funds will be used. Please be Specific. (Refer to Guidelines for authorized expenditures) Funds will go towards marketing to help promote the City of Brady to get people to visit our town.



BRADY
THE TRUE HEART OF
TEXAS

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

People in the state of Texas who love BBA, Music & Vendors.

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

possibly 10%

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

Estimated Total Attendance at Event listed Above: This Year 500 Last Year 300

Last 3 Dates & Years of Event

1. June 18th-19th 2021
2. June 17th-18th 2022
3. June 16th-17th 2023

Last 3 Cities of Event

1. Brady, Tx
2. Brady, Tx
3. Brady, Tx

Hotels Used

1. Truecountry Inn
2. Best Western
3. Holiday Inn

You must reserve a room block for this event at a Brady hotel. List how many rooms you anticipate you will use nightly? 10 rooms

How will your hotel bookings be measured?

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

How did you/your organization hear about Brady? We are a local org. Smoke on The Hill 501C3 event that benefits our local org. VFD.

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: 5/28/24

Please Submit to: Brady Chamber of Commerce
106 W Main St
Brady, TX 76825
Phone: 325-597-3491 Fax:
325-276-4330 info@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: [Signature] Date: 5/28/24

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
info@bradytx.com

