



CITY OF BRADY COUNCIL AGENDA REGULAR CITY COUNCIL MEETING JULY 16, 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. July 16, 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.

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 Rescheduled Regular Session Meeting on July 10, 2024.
- B. Discussion, consideration and possible action to authorize the sale of alcoholic beverages at Richards Park for the 50th World Championship BBQ Goat Cook-off on August 30, 2024 through August 31, 2024.
- C. Discussion, consideration and possible action regarding the temporary closure of Memory Lane as well as Sixth Street at Parkview and 11th Street where it intersects with 6th Street on Friday, August 30, 2024 and ending Sunday, September 1, 2024 and a noise variance starting at 8:00 p.m. on Friday August 30, 2024 until midnight on Saturday, August 31, 2024 for the concerts that will go along with the 50th Annual World Championship BBQ Goat Cook-off.

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.

5. PRESENTATIONS:

- Comprehensive Plan - Verdunity
- Third Quarter Financial Report – FY 24

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 awarding contract for Comprehensive Plan and Parks Master Plan to Verdunity, Inc.
- B. Discussion, consideration and possible action directing staff regarding Interlocal Agreement with the City of Melvin for EMS services.

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:**

July 18	Budget Work Session
July 23	Budget Work Session
July 23	Employee Pool Party, 6:00 p.m.
July 25	Budget Work Session (if needed)
August 6	Regular City Council Meeting, 6:00 p.m.
August 20	Regular City Council Meeting, 6:00 p.m.
August 20	Happy Birthday Terry Phillips
August 21	Happy Birthday Tony Groves

9. ANNOUNCEMENTS

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

10. EXECUTIVE SESSION

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

- Pursuant to Section 551.071 (Consultation with Attorney), the City Council will consult with the City Attorney about pending or contemplated litigation or on a matter in which the duty of the attorney to the City under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act:
- Pursuant to Section 551.074 (Personnel Matters) City Council will meet to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: Police Chief
- 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

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 Rescheduled Regular Meeting on Wednesday, July 10, 2024 at 12:00 noon with Mayor Anthony Groves presiding. Council Members present were Missi Elliston, Felix Gomez, Jeffrey Sutton, Terry Phillips and Gabe Moreno. City staff present were City Manager Erin Corbell, Public Works Director Steven Miller, Finance Director Lisa McElrath, Police Chief Randy Batten, and City Secretary Tina Keys. Also in attendance were Aaron Garcia, Charles Bush and Crystal Springer. Attorney Hicks joined in the meeting for Executive Session via telephone.

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

Mayor Groves called the meeting to order at 12:00 p.m. Council quorum was certified.

2. INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Sutton gave the invocation, and the Pledge of Allegiance was recited

3. PUBLIC COMMENTS

Shiela Hemphill – said she is recording and asked why we can't live stream the meetings. Mrs. Hemphill asked about a noon meeting and said there was an ordinance that said meetings are at 6:00 and asked if a special meeting can be called. Erin Corbell said it can. Mrs. Hemphill said at town hall meeting she brought up concerns about the landfill. At one time she was directed to pit 1 pit to dump her construction materials. Type 4 pit wasn't taking construction items it was being used for tires. She is hoping the city will have a better explanation regarding the notices that went out and would like the item placed on a future agenda with a thorough explanation regarding tires. Additionally, she heard there was going to be a Planning and Zoning meeting about the old hospital block. She had notices survey markers going up, 6 markers on each side. She was told the property was sold to an Austin investment group. She said she has opinions about what happens on that property given it's a historical community and keeping integrity of size of lots, north of that property there are 4 houses and thinks that should be continued. Mrs. Hemphill said the P&Z agenda was not posted. Mrs. Hemphill Letha has been great and appreciates everything she has done. Mrs. Hemphill asked if she has to do a public information request. Mayor Groves said we will put it on a future agenda.

4. CONSENT AGENDA

A. Approval of Minutes for Regular Meeting on June 18 2024

Council Member Sutton moved to approve the Consent Agenda. Seconded by Council Member Phillips. 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

EXECUTIVE SESSION - Mayor Groves said due to availability of city attorney, executive session was going to be moved in front of individual concerns then regular meeting will resume.

Regular Session was adjourned at 12:12 p.m. Executive Session was opened at 12:13 and closed at 12:42. Regular session was opened at 12:42

7. INDIVIDUAL CONCERNS

- A. Discussion, consideration and possible action to approve Resolution 2024-012 authorizing publication of notice of intent to issue City of Brady, Texas combination tax and surplus waterworks and sewer system revenue certificates of obligation 2024 in the amount not to exceed \$680,000. Lisa McElrath presented. Council Member Moreno confirmed there will be no tax increase to pay this debt. Lisa said we already have the money set aside in our bank account because we knew in prior years that we would have to spend a lot of money to bring up water system revenue to pay debt service for radium reduction water project. We were able to accumulate some extra funds. Council Member Moreno thanked Steven Miller for his work in getting the grant. Council Member Sutton moved to approve Resolution 2024-012 authorizing publication of notice of intent to issue Combination Tax and Surplus Waterworks and Sewer System Revenue Certificates of Obligation, Series 2024, the total not to exceed \$680,000. 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 approving interlocal agreement with McCulloch County for EMS services. Erin Corbell presented and said this is an updated version of the agreement we reached with the county last year. This is bringing brought to council for a formal agreement. The council could accept the same fee as last year or could agree to cancel the service. Missi said we did tell them about the increase at the workshop. If the parties don't agree, we will have to stand firm and demand payment or cancel services. EC said services will continue through September when contact expires. Missi said they will disagree and carry this forward for months into years so there is never an agreement. Missi said they did not pay for two years. Missi said we need to be proactive in educating citizens. Tony said their constant effort is to get a 3 way agreement with the hospital and transfer fees would lower their share of fees. We have no control over the hospital and the hospital has no interest in getting involved. They make money doing transfers. AG said he was at the commissioners meeting where they expressed their desire to get in a 3 way discussion and the costs be shared equally. We need to tell them what we want and if they chose not to pay for it, we stop service in the county. Gabe said let's make th emotion to accept the contract that we currently have. Jeff asked if there is any language anywhere that says we can't run a transfer service. Gabe thinks there are some things we can do. We need to discuss with fire chief. He thinks a lot of things we're not doing is because they're not willing to do it. Missi said our citizens should have the option to be transferred to San Angelo if they chose rather than be sent to the hospital then transferred with their service. Missi again said we need to educate the citizens so they understand. Gabe said there has been false information out there stating we did not want to meet with them. Last year we requested to meet with the hospital board but they did not want to meet. Missi said we have had multiple meetings for years with the county. Council Member Moreno moved to approve interlocal agreement with McCulloch County. Seconded by Council Member Gomez. Four Council Members voted "aye" and one, Council Member Sutton, voting "nay". Motion passed with a 4 - 1 vote.

8. STAFF REPORTS

A. Upcoming Special Events/Meetings:

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
July 23	Employee Pool Party, 6:00 p.m.
August 6	Regular City Council Meeting, 6:00 p.m.
August 20	Regular City Council Meeting, 6:00 p.m.
August 20	Happy Birthday Terry Phillips
August 21	Happy Birthday Tony Groves

9. ANNOUNCEMENTS

Erin Corbell said Good News Luncheon is next Wednesday and to let us know if council members want to attend so we can RSVP and pool party is the 23rd. Also, budget session starts next week. Work Sessions are 16th, 18th, 23rd and 25th.

10. EXECUTIVE SESSION

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

- Pursuant to Section 551.071 (Consultation with Attorney), the City Council will consult with the City Attorney about pending or contemplated litigation or on a matter in which the duty of the attorney to the City under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act:
- Pursuant to Section 551.072 (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 / 357 2293 Fisher & Miller

Regular Session was recessed again at 1:08 p.m. Executive Session opened at 1:09 p.m. and closed at 1:55 p.m. Regular Session resumed at 1:55.

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

Council Member Moreno moved to give the city manager authority to make a counter offer on the property near the substation. The motion was seconded by Council Member Elliston. All Council Members voted “aye” and none “nay”. Motion passed with a 5 – 0 vote.

Council Member Elliston moved to give the City Manager the authority to close the deal that was structured in executive session with the buyer for the 480 acres lake property. Seconded by Council Member Moreno. All Council Members voted “aye” and none “nay”. Motion passed with a 5 – 0 vote.

12. ADJOURNMENT

There being no further business, Mayor Groves adjourned the meeting at 1:57 p.m.

Anthony Groves, Mayor

Attest: _____
Tina Keys, City Secretary

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	07/16/2024	AGENDA ITEM	4.B.
AGENDA SUBJECT:	Discussion, consideration and possible action to authorize the sale of alcoholic beverages at Richards Park for the 50 th World Championship BBQ Goat Cook-off on Friday, August 30, 2024 thru August 31, 2024.		
PREPARED BY:	T. Keys	Date Submitted:	07/12/2024
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY:			
The Brady/McCulloch County Chamber has requested that Hall's Daquiris To Go and TapVille be authorized to sell alcoholic beverages at Richards Park for their 50th Annual World Championship BBQ Goat Cook-off to be held August 30, 2024 thru August 31, 2024.			
RECOMMENDED ACTION:			
Authorize City Manager to sign Letter			

To Whom It May Concern:

This letter is to certify that the below listed organization has the permission of the City Council of the City of Brady to sell alcoholic beverages at Richards Park, property that is owned by the City of Brady, at the below described event.

Event Details:

World Championship BBQ Goat Cookoff

Event Name

Brady/McCulloch County Chamber of Commerce

Organizer

Richards Park, Brady, TX

Location

Friday, August 30th at 8 a.m. until Saturday, August 31st at 11:59 p.m.

Dates and Times of Event

Richards Park, indicated on attached map

Exact Location of Alcohol Sales

Sincerely,

Erin Corbell

City Manager

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	07/12/2024	AGENDA ITEM	4.C.
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the temporary closure of Memory Lane as well as Sixth Street, Parkview and 11 th Street where it intersects with 6 th Street on Friday, August 30, 2024 and ending Sunday, September 1, 2024 and a noise variance starting at 8:00 p.m. on Friday, August 30, 2024 until midnight on Saturday, August 31, 2024 for the concerts that will go along with the 50 th Annual World Championship BBQ Goat Cook-off.		
PREPARED BY:	Tina Keys	Date Submitted:	7/12/2024
EXHIBITS:	Request email		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			
SUMMARY: <p>The Brady/McCulloch County Chamber of Commerce is requesting the temporary use of Memory Lane as well as Sixth Street and Parkview and 11th Street where it intersects with 6th St. in Brady from Friday, August 30, 2024 and ending Sunday, September 1, 2024 for the 50th Annual World Championship BBQ Goat Cookoff.</p> <p>Additionally, the Chamber has requested a noise variance be approved from 8:00 p.m. on August 30, 2024 until midnight on August 31, 2024 for the concerts that go along with the Goat Cookoff.</p>			
RECOMMENDED ACTION: <p>Move to approve</p>			

Brady Comprehensive Plan

City Council Presentation

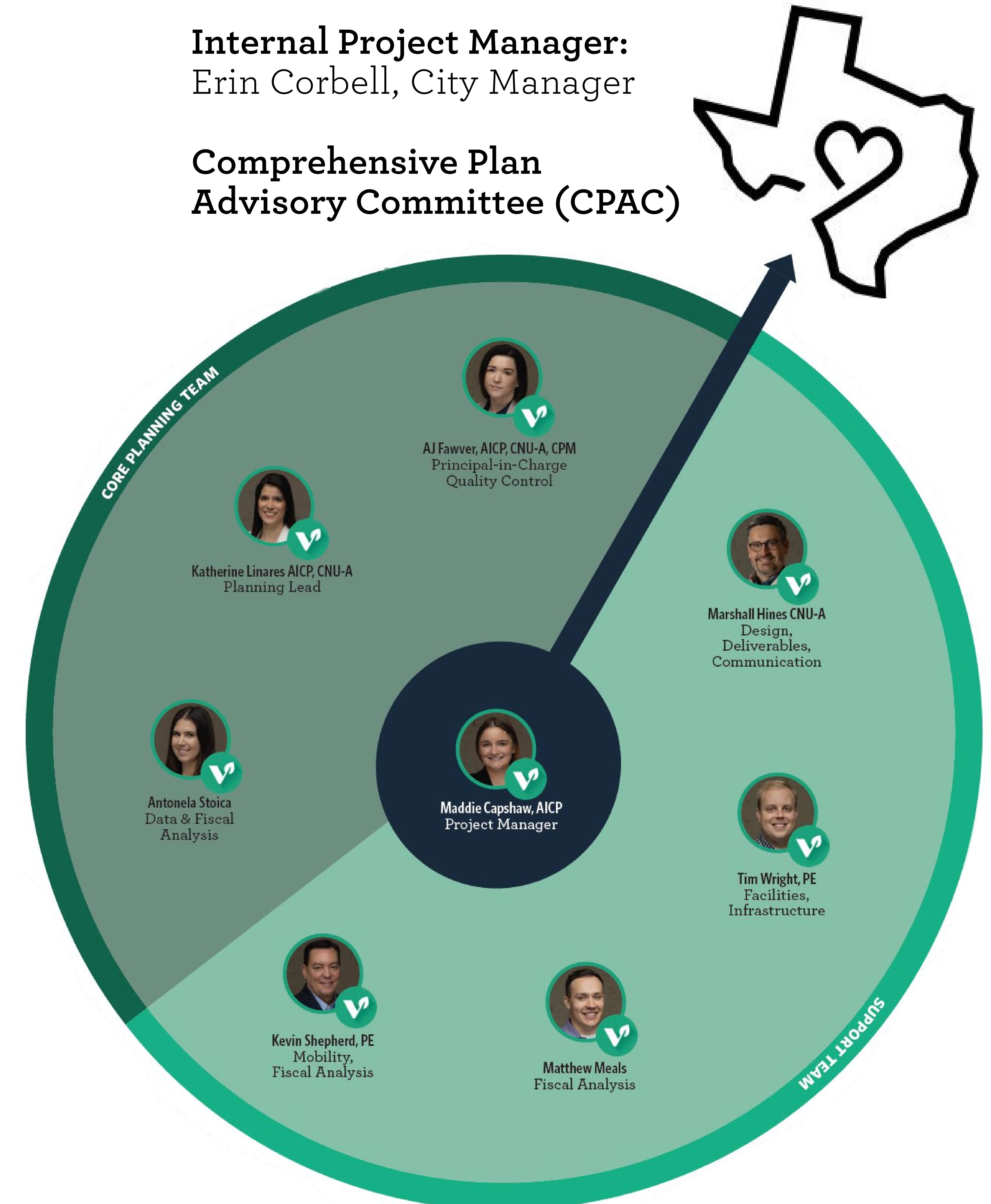
Tuesday, July 16, 2024

Introduction

1. Project team includes a dedicated project manager who will interface with your team throughout the project.
2. Budget and scope determines level of involvement of each of our team members; two of our team members will be the primary contacts for this project.

Internal Project Manager:
Erin Corbell, City Manager

Comprehensive Plan
Advisory Committee (CPAC)



What is a Comprehensive Plan?

- It provides rationale for decision making.
- It provides considerations for policy and budgeting.
- It provides examination of the overall picture of a town or city.
- It captures the vision of what the community wishes to achieve.
- It expresses the goals & direction, while outlining how to get there.
- It provides alignment & maintains continuity as transitions occur.
- It should be reviewed on an annual basis.
- It can be amended & updated to reflect changing conditions.

What Does State Law Tell Us About Comprehensive Plans?

- **Texas Local Government Code (TLGC) Section 211: Zoning Regulations**
 - Authority to Zone
 - Comprehensive Plan Alignment
- **Texas Local Government Code (TLGC) Section 213: Comprehensive Plans for Municipalities**
 - Adoption of a Comprehensive Plan
 - Components of a Comprehensive Plan
 - Consistency with Other Plans
 - Implementation and Review

How is a Comprehensive Plan Used?

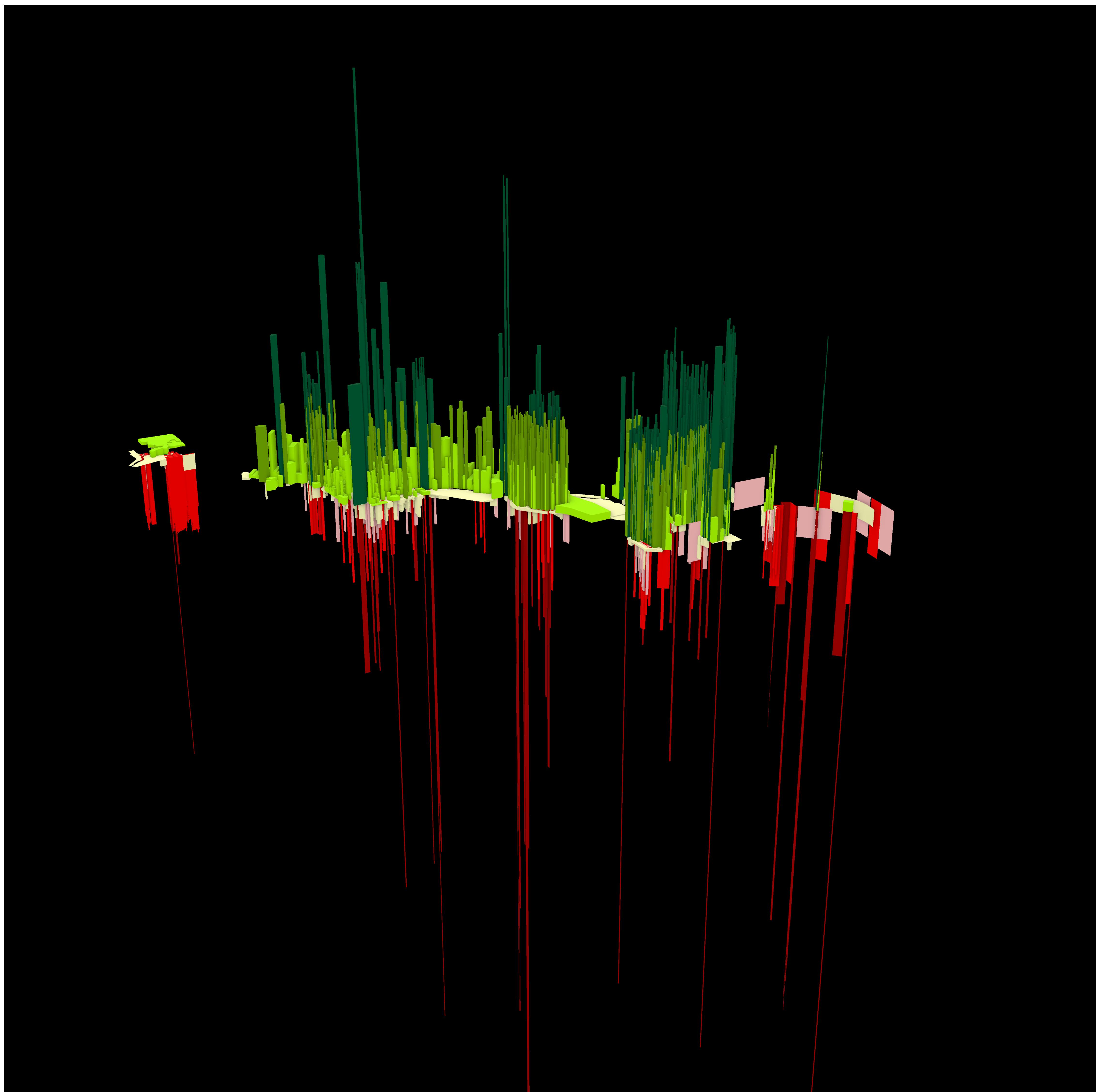
- The land use component provides an organized approach to land uses to guide redevelopment & new development.
- The parks component offers a structured methodology for park planning, ensuring the development and upkeep of park elements within the city.
- The values & vision captured in it should be at the center of every discussion.
- The guiding questions in it should be used in the process of consideration.
- The implementation program should serve as the accountability document and work plan. It helps to set out the recommendations & actions a city is pursuing.

Phase 1: Assess

1.3 Months

2. Review Existing Conditions

- a. Data Collection & Review
 - i. Parks inventory
 - ii. Incorporate prior plans & existing data
- b. Engagement
- c. Land Use Fiscal Analysis (LUFA)
 - i. Revenue per acre
- d. Research & Mapping



Phase 2: Explore

1.2 Months

2. Evaluate Options

- a. Visioning
- b. Additional Analysis
 - i. Land use
 - ii. Parks
- c. Engagement
- d. Research & Mapping
 - i. Areas of transition
 - ii. Opportunities for projects



Phase 3: Organize

1.4 Months

2. Shape Plan Elements

- a. Engagement
- b. Fine-tuning of Text & Map Elements
- c. Future Land Use Planning
- d. Parks Planning



Phase 4: Prioritize

1.4 Months

2. Refine Plan Elements

- a. Refinement of Text, Graphics, and Maps
- b. Creation of Implementation Program
 - i. Recommendations & Actions
- c. Preparation of a Fully-Formatted Draft Plan



Phase 5: Adopt

1.2 Months

2. Present Final Plan

- a. Incorporation of Review Comments
- b. Presentation for Adoption
- c. Preparation of Final Deliverables



How Will Feedback Be Gathered?

- **Phase 1**
 - Trip 1 (Community Kickoff)
 - Survey 1 (Community Baseline Assessment)
 - Survey 2 (Business Community)
- **Phase 2**
 - Survey 3 (Parks Existing Conditions)
- **Phase 3**
 - Survey 4 (Future Vision for Parks)
 - Trip 2 (Future Land Use)
- **Phase 4**
 - Trip 3 (Implementation Program)
 - Public Review of the Draft Plan
- **Phase 5**
 - Adoption Meeting & Presentation



Other Important Details

- **Project Budget**
 - Basic Services (lump sum) - \$89,773
 - Reimbursable Expenses (at cost, not to exceed) - \$6,000
- **Components of the Plan**
 - Background on Brady
 - Educational Foundation
 - High-Level Fiscal Analysis
 - Map Elements
 - Land Use & Parks Organizational Components
 - Implementation
- **Proposed Project Timeframe – August 2024–October 2025**
- **Elements of Proposal**
 - Proposal Letter (once signed is an acceptance of the proposal)
 - Attachment A (scope of services)
 - Attachment B (detailed schedule)
- **Next Steps**

Questions?

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

AGENDA DATE:	7-16-2024	AGENDA ITEM	5.
AGENDA SUBJECT: Third Quarter Financial Report – FY 24			
PREPARED BY: Lisa McElrath		Date Submitted: 7-8-24	
EXHIBITS: Financial Report as of June 30, 2024 Fund Balance and Cash Reconcilement Reconciled Cash and Utility Billing Summary Sales Tax Chart by Fiscal Year Utility Customer Service Reports			
BUDGETARY IMPACT:		Required Expenditure:	\$00.00
		Amount Budgeted:	\$00.00
		Appropriation Required:	\$00.00
CITY MANAGER APPROVAL:			
<p>SUMMARY: Financial Reports for third quarter-end (75%) of FY 24 have been emailed to you for review and placed on the website for public view.</p> <p>City Sales Tax collections (excluding collections dedicated to the Brady EDC) through June 30, 2024 total \$857,169.92 and are at 83% of budget projections and are on track to exceed projections.</p> <p>Total Sales Tax Collections (including collections dedicated to Brady EDC) through the month of June are \$60,539, or 6% more than the same time last year.</p> <p>Current Property tax collections total \$888,402.67 and are 99% of budget projections.</p> <p>Revenues and Expenditures for the city's operational funds: General, Electric, Water/Sewer, Gas, Solid Waste and Utility Support are tracking in line with budget goals.</p> <p>The DW and CW projects are both fully under way, utilizing fund reserves as budgeted.</p>			
<p>RECOMMENDED ACTION:</p> <p>This item is for presentation and discussion purposes only.</p>			

75.00% OF FISCAL YEAR

	CURRENT	YEAR TO DATE	YEAR TO DATE	
	BUDGET	ACTUAL	% TO DATE	PRIOR YEAR

BEGINNING FUND BALANCE &				
NET WORKING CAPITAL	27,354,258.02	27,354,258.02		34,178,081.67

REVENUES

10 -GENERAL FUND	8,148,370.00	6,709,778.73	82.35	8,084,540.51
11 -GEN CONSTRUCTION FUND	1,000,000.00	1,000,000.00	100.00	1,175,300.00
20 -ELECTRIC FUND	8,121,600.00	5,772,914.79	71.08	5,836,663.45
30 -WATER / SEWER FUND	4,383,025.00	3,083,340.24	70.35	3,435,031.54
33 -WATER CONSTRUCTION FU	330,000.00	23,074.23	6.99	184,437.37
35 -WWTP CONSTRUCTION FUN	335,860.00	39,693.71	11.82	210,669.84
40 -GAS FUND	1,276,500.00	938,424.00	73.52	1,048,613.68
50 -UTILITY SUPPORT FUND	705,900.00	537,243.32	76.11	519,826.66
60 -SOLID WASTE FUND	1,463,000.00	1,147,657.26	78.45	1,131,924.05
61 -STREET SANITATION FUN	74,000.00	55,819.26	75.43	55,520.72
71 -EMPLOYEE BENEFITS TRU	1,116,452.00	694,846.44	62.24	0.00
80 -SPECIAL REVENUE FUND	1,221,500.00	411,975.02	33.73	1,090,894.35
81 -CEMETERY FUND	48,800.00	56,511.08	115.80	51,228.91
82 -HOTEL/MOTEL FUND	215,000.00	108,647.06	50.53	131,958.61
83 -SPECIAL PURPOSE FUND	5,000.00	8,395.11	167.90	6,716.23
TOTAL REVENUES	28,445,007.00	20,588,320.25	72.38	22,963,325.92

EXPENDITURES

10 -GENERAL FUND	10,294,101.00	7,077,386.82	68.75	7,112,719.33
11 -GEN CONSTRUCTION FUND	280,405.00	18,450.00	6.58	54,002.35
20 -ELECTRIC FUND	8,904,754.00	6,151,267.71	69.08	5,840,145.07
30 -WATER / SEWER FUND	5,818,119.00	3,157,592.38	54.27	2,987,921.76
33 -WATER CONSTRUCTION FU	3,994,006.00	1,504,818.86	37.68	3,903,393.94
35 -WWTP CONSTRUCTION FUN	3,812,899.00	1,391,483.21	36.49	3,652,559.60
40 -GAS FUND	1,317,022.00	838,418.54	63.66	952,124.74
50 -UTILITY SUPPORT FUND	673,480.00	484,946.99	72.01	563,877.31
60 -SOLID WASTE FUND	1,732,434.00	1,205,384.79	69.58	976,216.23
61 -STREET SANITATION FUN	95,302.00	65,318.51	68.54	76,076.26
71 -EMPLOYEE BENEFITS TRU	1,116,252.00	693,969.30	62.17	0.00
80 -SPECIAL REVENUE FUND	1,270,682.00	424,232.97	33.39	1,024,733.49
81 -CEMETERY FUND	68,529.00	41,588.74	60.69	38,627.06
82 -HOTEL/MOTEL FUND	229,250.00	106,973.81	46.66	123,666.32
83 -SPECIAL PURPOSE FUND	17,500.00	3,500.00	20.00	1,523.03
TOTAL EXPENDITURES	39,624,735.00	23,165,332.63	58.46	27,307,586.49

REVENUES OVER/ (UNDER) EXPENDITURES	(11,179,728.00) (2,577,012.38)	(4,344,260.57)
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ENDING FUND BALANCE &		
NET WORKING CAPITAL	16,174,530.02	24,777,245.64
		29,833,821.10

FUND BALANCE AND CASH RECONCILEMENT
As of: June 30, 2024

		Total Cash
COMMERCIAL NATIONAL BANK		
Operating Account	#1053355	\$ 20,314,868.79
Airport Fuel Payment Account	#1053442	\$ 38,780.48
DW Construction	#1053500	\$ 23.57
CW Construction	#1053513	\$ 10,705.20
Sinking Fund 2000 - WTP	#1053368	\$ 41,639.30
Sinking Fund 2012 - WWTP	#1053384	\$ 113,474.13
Sinking Fund 2013 - DW	#1053397	\$ 31,303.44
Sinking Fund 2019 - DW	#1053426	\$ 286,866.96
Sinking Fund 2019 A - CW	#1053413	\$ 147,709.57
Sinking Fund 2019 B - CW	#1053400	\$ 60,340.90
Sinking Fund 2021 - CW	#1055797	\$ 60,825.75
Drug Seizure FDS	#1053455	\$ 4,528.61
Police Educational	#1053468	\$ 5,400.92
Court Security	#1053471	\$ 9,776.19
Court Technology	#1053484	\$ 6,544.50
Community Development Block	#1053497	\$ 266.70
Employee's Benefit Trust	#1063797	\$ 877.14
Cash on Hand		\$ 1,880.00
Bank Balances - Interest rate 5.50%	Subtotal	<u>21,135,812.15</u>
UMB Escrow Account - DW CO 2019		\$ 2,036,421.84
BOKF Escrow Account - DW LF 2019		\$ 102,023.76
BOKF Escrow Account - DW EDAP 2019		\$ 284,928.87
UMB Escrow Account - CW CO 2019A		\$ 1,910,267.84
UMB Escrow Account - CW CO 2019B		\$ 402,995.65
BOKF Escrow Account - CW LF 2019		\$ 200,105.02
BOKF Escrow Account - CW CO 2021		\$ -
	Subtotal	<u>4,936,742.98</u>
TOTAL CASH BALANCES RECONCILED		26,072,555.13
6/30/24 GENERAL LEDGER		
Total Current Non-Cash Assets - All Funds		1,061,852.78
(Total Current Liabilities - All Funds)		(2,357,162.27)
Total Fund Balance / Net Working Capital		24,777,245.64

RECONCILED OPERATING CASH / TOTAL UTILITY BILLINGS

Fiscal Year 23-24

1171 - Brady, City of (General Obligation Debt)

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

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

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

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

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

[Download to Excel](#)

Brady

Change Fiscal Year
End

09/30/2025



[Submit](#)

Year	October	November	December	January	February	March	April	May	June	July	August	September	Total
2024	\$118,274	\$116,627	\$117,448	\$122,243	\$126,783	\$97,786	\$117,938	\$116,212	\$112,255	\$0	\$0	\$0	\$1,045,564
2023	\$107,497	\$116,442	\$105,580	\$106,567	\$132,732	\$99,941	\$96,330	\$115,788	\$104,149	\$114,704	\$148,466	\$142,660	\$1,390,855
2022	\$100,659	\$110,547	\$110,670	\$112,512	\$119,933	\$89,202	\$90,754	\$118,313	\$104,559	\$106,126	\$118,753	\$109,179	\$1,291,207
2021	\$97,505	\$102,843	\$95,512	\$100,910	\$118,480	\$88,588	\$85,665	\$131,540	\$107,199	\$106,167	\$115,244	\$102,302	\$1,251,954
2020	\$94,161	\$95,033	\$98,358	\$107,077	\$114,736	\$90,220	\$86,583	\$101,797	\$101,393	\$109,646	\$105,702	\$97,317	\$1,202,025
2019	\$108,700	\$97,871	\$99,563	\$102,849	\$102,877	\$97,257	\$96,793	\$108,828	\$94,204	\$91,085	\$99,315	\$87,187	\$1,186,530
2018	\$101,224	\$103,733	\$112,475	\$107,463	\$108,139	\$94,294	\$88,618	\$106,428	\$105,435	\$94,199	\$103,004	\$98,016	\$1,223,027
2017	\$87,306	\$91,161	\$89,413	\$100,033	\$109,289	\$86,358	\$97,988	\$101,730	\$86,536	\$97,051	\$103,953	\$100,236	\$1,151,056
2016	\$143,834	\$112,101	\$107,933	\$98,515	\$113,278	\$84,869	\$85,238	\$96,257	\$81,982	\$80,944	\$94,673	\$85,349	\$1,184,973
2015	\$113,438	\$115,026	\$128,575	\$118,282	\$127,008	\$90,659	\$99,414	\$119,166	\$107,160	\$99,436	\$107,394	\$106,966	\$1,332,523
2014	\$86,905	\$90,223	\$83,575	\$87,608	\$114,999	\$83,194	\$86,383	\$103,052	\$119,190	\$96,615	\$101,343	\$109,279	\$1,162,366
2013	\$81,575	\$84,095	\$78,857	\$88,594	\$108,399	\$69,954	\$76,038	\$92,661	\$84,448	\$82,176	\$91,353	\$87,852	\$1,026,002
2012	\$76,182	\$79,173	\$73,628	\$81,661	\$100,901	\$64,794	\$79,473	\$88,392	\$76,641	\$60,890	\$87,159	\$105,230	\$974,124
2011	\$78,998	\$93,104	\$65,476	\$83,507	\$93,953	\$70,399	\$72,121	\$81,841	\$76,174	\$71,819	\$84,522	\$71,003	\$942,918
2010	\$70,849	\$72,537	\$66,287	\$69,364	\$86,286	\$70,868	\$54,779	\$73,192	\$69,685	\$64,455	\$93,443	\$58,872	\$850,618

CITY OF BRADY
CITY COUNCIL CORRESPONDENCE

TO: **MAYOR AND COUNCIL**
FROM: **FINANCE / UTILITY DEPARTMENTS**
SUBJECT: **MONTHLY CUSTOMER SERVICE REPORT**
DATE: **June 30, 2024**

SERVICES	FISCAL YEAR 2024												YTD Total
	October	November	December	January	February	March	April	May	June	July	August	September	
Received Phone Calls	367	359	377	402	394	256	509	511	477				3,652
Returned Calls	14	18	35	42	28	20	46	42	41				286
Residential Apps	15	13	18	18	15	17	19	20	25				160
Commercial Apps	0	0	8	2	5	4	6	1	5				31
Service Orders	104	126	214	193	233	322	298	131	171				1,792
Utility Onsite Payments	772	771	818	817	799	800	779	815	618				6,989
Utility Mail Payments	667	592	621	639	605	637	621	647	565				5,594
Utility Online Payments	702	676	692	687	670	642	699	653	613				6,034
Utility Draft Payments	601	599	605	609	616	622	627	627	639				5,545

SERVICE ORDER REPORT FY 23-24

TOTALS BY JOB CODE	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
BTP - BULK TRASH PICKUP	0	1	0	0	0	1	3	1	1				
CC - BRUSH CHIPPING	4	3	2	3	4	4	5	10	19				
C&S - CLEAN AND SHOW	0	0	0	0	0	0	0	0	0				
CHG - SERVICE CHANGE	2	5	10	11	4	6	10	5	4				
CON - CONNECT SERVICE	5	8	9	9	10	8	13	15	9				
DEMO - DEMILITION (New Code Added)	0	0	0	0	0	0	0	0	0				
DIS - DISCONNECT SERVICE	14	6	9	6	8	7	12	10	13				
DMP - DUMPSTER SERVICE CHANG	2	1	1	0	1	2	0	1	0				
EOUT - ELECTRIC OUTAGE	5	1	0	5	0	5	1	8	4				
FD - FORCED DISCONNECT	31	36	47	34	26	34	43	33	38				
Gas - Gas Pressure Test Needed	0	0	0	0	0	0	0	0	0				
GL - GAS LEAK	5	2	1	2	3	0	1	1	1				
GOUT - GAS OUTAGE	0	0	0	0	1	0	0	0	0				
INSP - INSPECTION (CODE)									11				Added New Code
MCE - ELECTRIC METER CHANGEOUT	0	2	1	1	26	3	0	1	1				
MCG - GAS METER CHANGEOUT	19	39	122	74	58	102	10	13	38				
MCW - WATER METER CHANGEOUT	2	7	4	4	20	58	95	18	14				
MISC - MISCELLANEOUS	11	13	15	23	17	24	20	20	31				
NONCO - NON COMPLIANCE CODE	0	0	0	0	0	0	0	0	0				
NONPAY - DISCONNECT FOR NON PAY	9	12	4	4	4	11	0	8	8				
PH - STREET POTHOLEs	2	1	0	0	4	2	5	2	4				
PPM - PUBLIC PROPERTY	0	0	0	0	0	0	0	0	0				
PL - PILOT LIGHT ON/OFF	1	0	0	0	0	0	0	0	0				
PLY - POLYCART SVC CHANGE	7	6	3	7	7	16	8	11	13				
PULL - PULL METER	10	1	2	10	5	11	34	12	5				
RC - CHECK READ	22	30	37	36	62	30	33	25	33				
REINS - REINSTATEMENT OF SERVICE	4	4	1	0	2	4	0	4	3				
SBU - SEWER BACK UP	1	2	3	2	5	4	1	2	0				
SC - STREET CUTS FOR TAPS	3	0	1	2	3	1	0	0	0				
SL - SECURITY LIGHTS REPAIR	1	1	4	1	3	4	3	7	2				
TT - TREE TRIMMING	1	3	0	1	0	1	3	2	3				
WL - WATER LEAK	4	13	8	12	14	8	12	5	10				
WOUT - WATER OUTAGE	3	0	0	0	0	1	0	4	0				
TOTAL ALL CODES	168	197	284	247	287	347	312	218	265				

SERVICE ORDER DELEGATION BY GROUP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	YTD
CODE ENFORCEMENT	0	0	0	0	0	0	0	0	0	11			
ELECTRIC	7	13	12	14	40	26	16	24	27				
GAS	25	45	15	6	10	4	9	4	7				
METER TECHNICIAN	98	102	227	185	183	258	222	124	145				
PPM	0	0	0	0	0	1	1	0	0				
SOLID WASTE	9	7	3	7	8	18	9	12	14				
STREETS	11	5	5	6	13	11	13	17	33				
WATER	18	25	22	29	33	29	42	37	28				
TOTAL	168	197	284	247	287	347	312	218	265				

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	7/16/2024	AGENDA ITEM	7.A.
AGENDA SUBJECT:	Discussion, consideration and possible awarding contract for Comprehensive and Parks Master Plan to Verdunity, Inc.		
PREPARED BY:	E. Corbell	Date Submitted:	7/12/24
EXHIBITS:	RFP Response Proposal Package		
BUDGETARY IMPACT:	Required Expenditure:	\$95773.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			

SUMMARY:

In February 2024, staff issued a Request for Proposals (RFP) to search for a firm to complete an updated Comprehensive and Parks Master Plan. Three responses were received. A team was gathered to evaluate the proposals received in March 2024, with the following scoring compiled:

NAME OF COMPANY	Total Ranking Summation
MRB Group	407
Freese and Nichols	472
Verdunity	477

Staff has met with Verdunity to discuss the scope of the project, processes and timeline. In response, Verdunity submitted the attached proposal package.

RECOMMENDED ACTION:

Staff recommends approving the proposal package from Verdunity for the Comprehensive and Parks Master Plan update in the amount of \$95,733.



VERDUNITY

Cultivating Fiscal Health and Local Wealth in Brady, Texas



RESPONSE TO AN RFP FOR COMPREHENSIVE PLAN & PARKS AND TRAILS MASTER PLAN

Submitted by:

Verdunity
2931 Ridge Road Ste 101 #670
Rockwall, Texas 75032

Contact:

AJ Fawver
Principal-in-Charge
325.650.3264
aj@verdunity.com



ATTN: Erin Corbell
RE: Comprehensive Plan

City of Brady
P.O. Box 351
Brady, TX 76258

Ms. Corbell,

This is a critical time for Brady, a community working hard to preserve its small-town feel while offering services and amenities to residents and visitors despite resource limitations. With a large city footprint, Brady is familiar with the management challenges of maintaining and funding infrastructure, facilities, and operations. Balancing preservation and fiscal stewardship with a desire to breathe new life into underutilized properties and buildings and attract the next generations of residents and businesses is a formidable challenge. A comprehensive plan that provides the framework and strategies to do so is key. Most importantly, you cannot afford a plan that only partially acknowledges critical issues like housing diversity and affordability, escalating service and infrastructure costs, water quality and supply, and resource constraints.

We want to help. Verdunity is a Texas-based, award-winning consulting firm with innovative approaches we've developed to address challenges cities encounter in implementing such plans. Our unique approach utilizes land use fiscal analysis to help cities understand how to leverage the land within their boundaries to maximum productivity levels. We then pair that expertise with skill at crafting plans that fit what each of our clients really needs. We listen, ideate, analyze, and create a strategy cities can easily follow. That strategy relies on resources already present in the community and focuses on incremental improvements that can be made over time, starting right away.

Verdunity's planning team has a passion for rural communities. The fiscally-focused approach we use as the centerpiece of our plans is especially helpful for these communities and their context. We cut out typical elements of comprehensive plans that can bloat the budget and often aren't necessary. This allows the planning effort to hone in on maximizing or augmenting existing resources to make a bigger impact with the resources you have now, as opposed to listing projects and initiatives that can be overwhelming or out of reach without significant monetary reserves. We work to understand the community and its residents, and their needs and desires. One thing that sets Verdunity apart from other firms is our ability to have transparent conversations with the community and community leaders and extract the common concerns and values present at the local level. We help you understand what tools (policy, incentives, capital, education) can be used to maximize your assets and drive down your resource gap. We help you understand the crucial role of property tax and sales tax in your financial future, and help you make informed decisions about the direction Brady should take.

Brady's leaders have had some significant discussions in recent years that are important factors in the city's future. City facilities have been a recent focus, in addition to quality of life and tourism discussions like pickleball courts and open container regulations for downtown. The resource gap has been another focus, as the City has seen general fund deficits due to a decline in property taxes, and water quality improvements are debated. The disposition of lake lots and reservoir improve-

ments are also on the radar. It is clear from the 2023 budget workshops that Brady's elected officials are intensely concentrating on short-term decisions and long-term implications; that same type of concentration is what led us to establish this unique approach to comprehensive planning.

Our team will be led by myself as Principal-in-Charge and Maddie Capshaw as Project Manager. I have lived and worked in the Texas Panhandle, the South Plains, the Permian Basin, and the Concho Valley for 17 years. During this time, I worked within cities as a Planning and Development Services Director for a dozen years before becoming a planning consultant to cities in these areas as well as around Texas. My experiences in cities from 2,500 to 450,000 have helped me to understand the different dynamics at play within rural, suburban, and urban contexts. Between my upbringing in very small Texas towns and my eighteen years living and working in and around San Angelo with the City, the Metropolitan Planning Organization (MPO), Tom Green County, and the Concho Valley Council of Governments (CVCOG), I have a strong understanding of the regional and local challenges that Brady faces. Maddie Capshaw joined our team in early 2022 and has quickly proven herself as an organized and capable planning professional. Maddie also has a heart for small rural towns like the one she grew up in.

We are proud of the work we have produced in partnership with rural communities like Parsons, Kansas and Sweetwater, Texas. In Parsons, we adapted the effort to their budget and helped them identify valuable resources that were being underutilized. This plan helped them to narrow their focus to achieve quick wins, and it established a valuable dialogue with residents while including them in decision-making. In Sweetwater, we helped them understand the fiscal realities of their development pattern and quantify their resource gap. Once identified, we helped them formulate an incremental plan for improvement that was well within their reach. Both of these plans received a Vernon Deines Award for Comprehensive Plans from the Small Town and Rural Division of the American Planning Association; Parsons was a 2022 winner and Sweetwater was a 2023 winner.

We are committed to helping you grow in a manner that is fiscally sustainable, inclusive, and resilient, and our implementation philosophy prioritizes making meaningful progress right now, with the resources you have. Our approach is a hybrid between a strategic plan, a comp plan, and an incremental action plan that leverages Verdunity's land use fiscal analysis process to align your vision, policies, budget, and actions with what your citizens are willing and able to pay for – now and in the future. Engagement activities and deliverables are intentionally crafted to ensure they are attractive and understandable by a broad audience.

A successful planning effort will embrace Brady's distinctive identity and come up with customized solutions for the path ahead. We want to spend the City's resources efficiently to develop a plan that unifies city leadership, informs and engages citizens and businesses, and lays out a clear process for helping the community forward. We believe the planning process should be engaging, collaborative, and empowering and we have assembled a team with the people and tools to take your community on this journey. If you're looking for an innovative team that's committed to fiscal sustainability, community collaboration, and resource-conscious implementation, then we would appreciate the opportunity to partner with you to craft a plan that helps you achieve this desired future.



AJ Fawver, AICP, CNU-A, CPM

Principal-in-Charge

Verdunity, Inc.

Company Overview

At Verdunity we believe prosperity doesn't come from endless new growth. It's cultivated.

We've made it our mission to help you do that.

Why

Most cities say they want to be fiscally responsible, environmentally resilient, and socially inclusive. Unfortunately, policies and investments rarely align with these desired outcomes. Daily decisions often cater to a vocal minority and prioritize growth and expansion without fully considering long-term costs and impacts. We're left with generic, unhealthy places that residents and businesses struggle to connect and invest in, aging neighborhoods and infrastructure, and expensive liabilities which future generations will have to find a way to pay for.

We believe when cities align their vision, policies, and daily decisions around cultivating fiscal health (in the city) and local wealth (for residents and local businesses), more people will have access to a prosperous life and vibrant community at a cost they can afford. Our team is proud to be leading this cultural shift with the work we do.

How



Verdunity, Inc.
2931 Ridge Road
Ste 101 #670,
Rockwall, Texas 75032
214.430.4450

We do the math to understand the true costs of your city's business model and establish a common language in your community.

We help you align your people and resources to build consent, train change agents, and make meaningful progress right now.

We teach how to cultivate fiscal health and local wealth by prioritizing people and place-incrementally in partnership with the community.

Company Highlights

Verdunity, Inc. is a Texas-based S-Corporation established in 2011. TBPE Firm Registration No. F-13496

Our Founder and President Kevin Shepherd, PE has over 29 years of experience in community development, served as National Director of HDR's Community Planning Practice and member of their Sustainable Solutions Leadership Team prior to founding Verdunity, and has worked with close to 200 cities across North America (100+ in Texas)

We have a diverse staff of eight in four locations (Dallas, Lubbock, Austin, and Shreveport, Louisiana). Collectively, we have over 60 years of experience working with and for city planning, engineering, and development departments.

We've created many award-winning projects, including Texas APA's 2017 Comprehensive Plan of the Year for the Royse City 2030 Plan, 2017 Long Range Plan of the Year for the Farmers Branch East Side Comprehensive Plan, two 2022 Vernon Deines Awards for Comprehensive Plan for Envision Taylor and the Parsons Comprehensive Plan, as well as a 2023 Vernon Deines Honor Award for the Sweetwater Comprehensive Plan

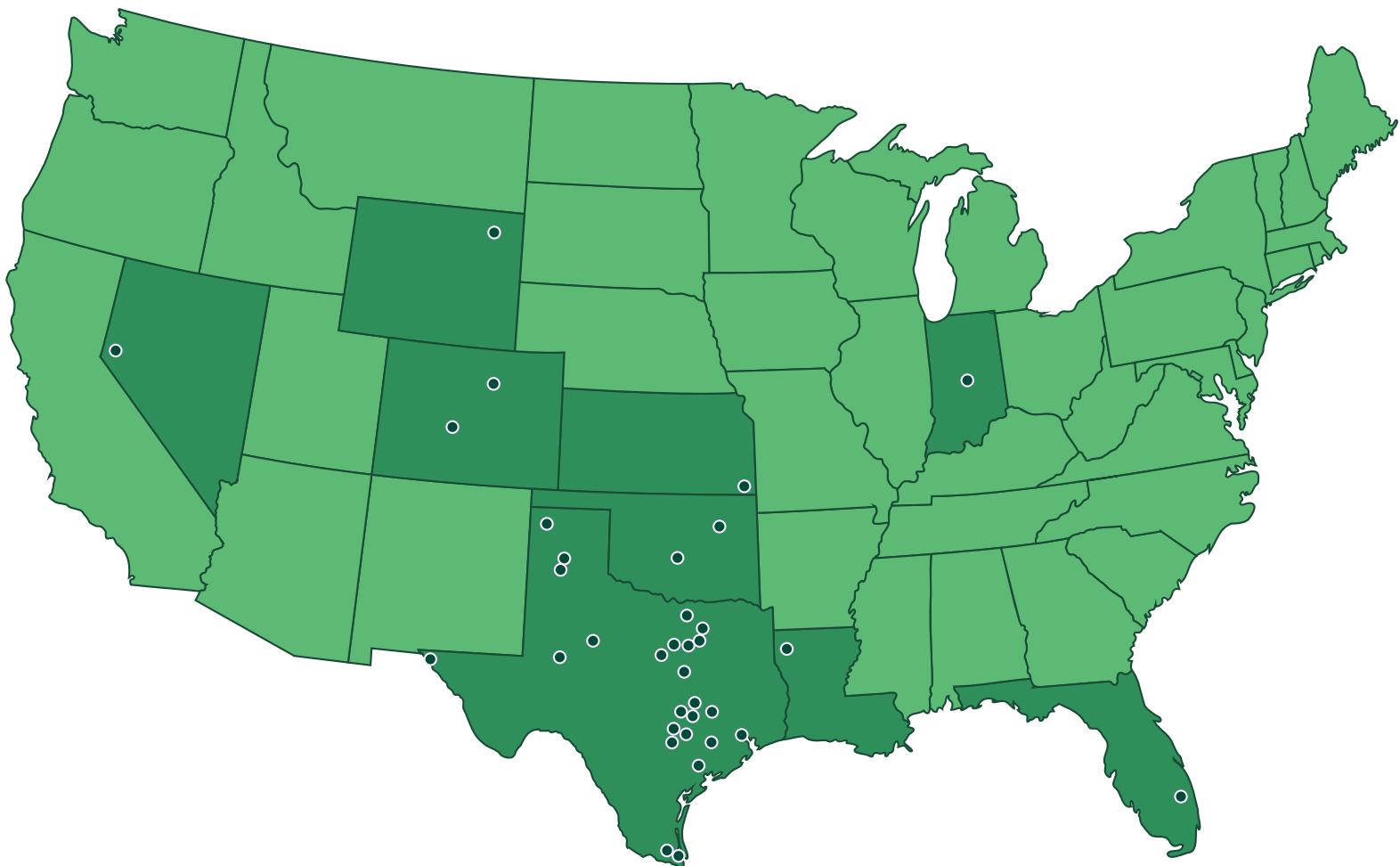
We have nationwide experience, having worked in over 150 cities across 10 states from Florida to Nevada.

Over 80% of our work comes from repeat clients or referrals.

Nationwide Experience

Verdunity has award-winning planning experience with a fresh perspective. But we aren't a traditional planning firm. We bring innovative approaches to our work that we've developed across the country to address the challenges many cities face as they struggle to implement their current plans.

Our fiscally based approach to planning has garnered interest from cities nationwide, including large metros, fast-growing suburban communities, and small, rural towns. The desire to better understand the real fiscal situation in which our cities and counties are operating is strong. We have honed and refined the process we perfected in Texas to serve communities as far west as Fernley, Nevada, to east coast communities like Miami, Florida.



Ignite Sweetwater

Sweetwater, Texas

PROJECT TYPE

Comprehensive Plan

PROJECT CONTACT

Dana Schoening
Former Assistant City Manager
405.381.2335
dschoening@cityoftuttle.com

TIMEFRAME

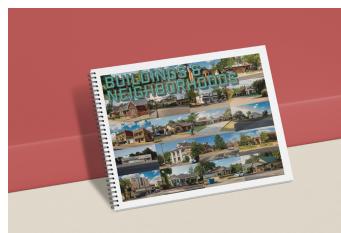
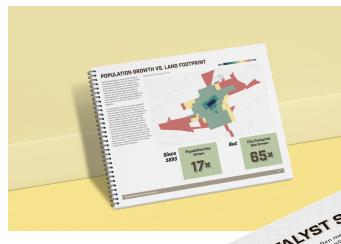
Adopted November 2022

TEAM MEMBERS

AJ Fawver
Kevin Shepherd
Marshall Hines
Karina Castillo
Ryan Lozano

ROLE/SERVICES PROVIDED

Land Use Fiscal Assessment & Analysis
Community Engagement
Land Use Category Creation
Education
Land Use Mapping



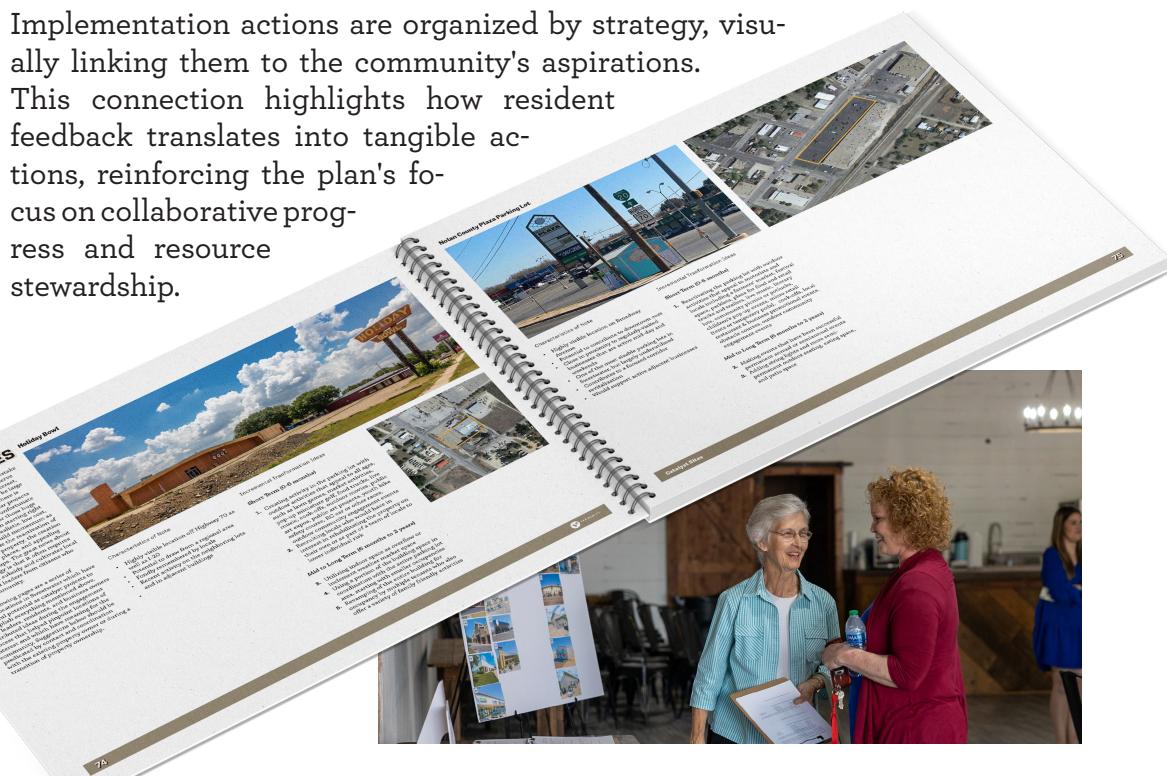
We worked with Sweetwater, Texas, a rural town of nearly 11,000 in Nolan County, to craft its first-ever comprehensive plan, marking a significant shift towards long-term strategic governance. In 2018, the City Council initiated this change by amending its city charter to include comprehensive planning. Aimed at a diverse audience, the plan uses simple language and engaging graphics, making it accessible to everyone from local residents to city officials.

The plan goes beyond outlining Sweetwater's needs; it explains the reasons and methods for these strategies, allowing even those unfamiliar with urban planning to understand and participate in the process. The introduction educates readers about the plan's purpose, its role in guiding the community, and how they can contribute.

Adopting a community-centric approach, the document showcases how public input shaped the plan, ensuring its relevance for years and aiding new residents, staff, and officials in appreciating the efforts of 2021-2022. A chapter dedicated to fiscal responsibility uses local examples and straightforward calculations to illustrate the most valuable development patterns.

Implementation actions are organized by strategy, visually linking them to the community's aspirations.

This connection highlights how resident feedback translates into tangible actions, reinforcing the plan's focus on collaborative progress and resource stewardship.



Key Takeaway for Brady

When a long-term strategy to improve development in a community is desired, Verdunity works with the community to craft a comprehensive plan that provides a solid foundation for code and ordinance updates.

Parsons Comprehensive Plan

Parsons, Kansas

PROJECT TYPE

Comprehensive Plan

PROJECT CONTACT

Leland Crooks
Commissioner, City of Parsons
620.421.3304
lelandgcrooks@gmail.com

TIMEFRAME

Adopted December 2021

TEAM MEMBERS

AJ Fawver
Kevin Shepherd
Ryan Lozano

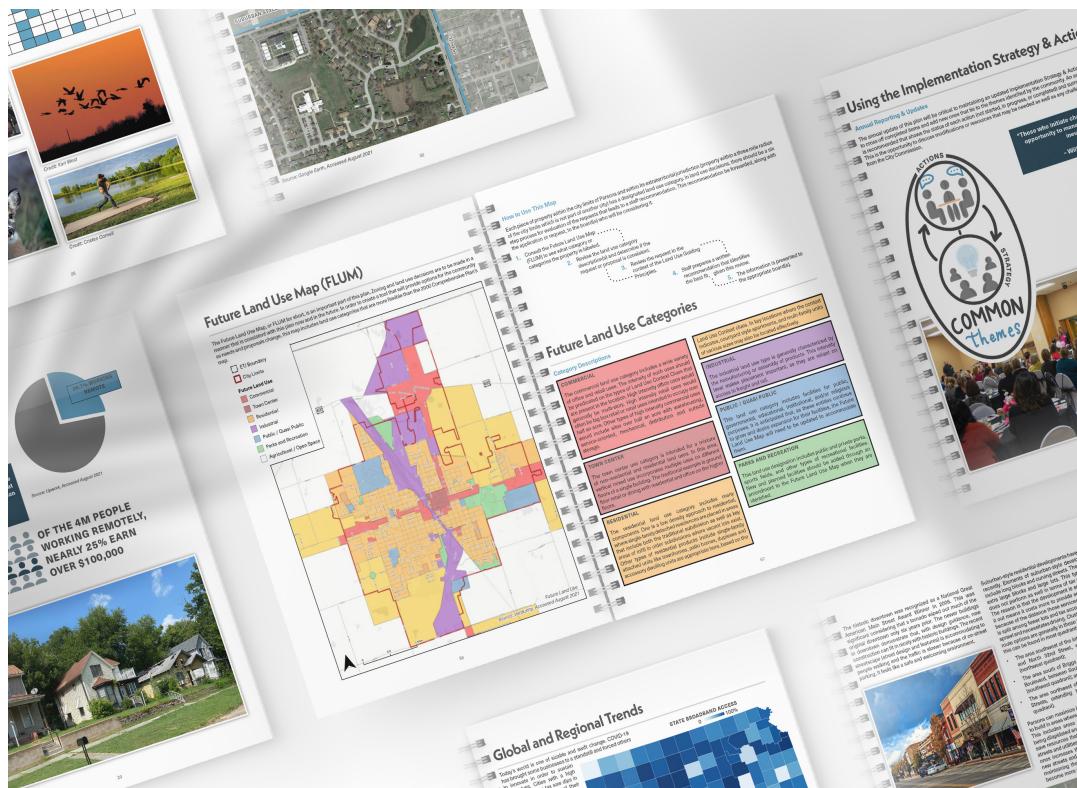
ROLE/SERVICES PROVIDED

Mapping
Land Use Planning
Meeting Facilitation
Zoning & Sign Code Analysis
Mobility & Connectivity
Planning
Housing & Neighborhood
Planning
Engagement
Identification of Catalyst
Locations

To say you exceeded my expectations is an understatement. Concise actionable items, clear descriptions of our challenges, presented in an easy to read and easily digestible document.

Leland Crooks
Parsons City
Commissioner

Parsons, Kansas engaged Verdunity for a new comprehensive plan, replacing their outdated 2000 plan that lacked actionable steps and a unified vision. Addressing housing challenges and population decline, the City Commission emphasized fiscal health. The contract included a thorough code diagnostic, reviewing zoning and sign regulations, and suggested changes for better fiscal development.



Verdunity's community-focused approach leveraged local resources and resident input. The team analyzed development patterns in Parsons, using graphics to highlight profitable ones and tailoring recommendations to the town's values, rural character, and regional trends. The land use planning strategy aimed for simplicity and efficiency, fostering necessary redevelopment.

The document's writing process focused on engaging residents in governance, with a clear, prioritized implementation plan to combat long-standing apathy and disengagement. This plan, shaped by community feedback, offers explicit policy-making guidance and communication strategies. An appendix with templates for annual updates and low-cost project guides was also included, ensuring ongoing relevance and applicability.

Key Takeaway for Brady

The plans Verdunity produces are carefully crafted to fit each community so that clients end with a clear implementation strategy that aligns with the community's expressed values.

WTC MUD No. 1 Parks Master Plan

Williamson & Travis Counties, Texas

PROJECT TYPE

Parks Master Plan

PROJECT CONTACT

Beth Jones
Board Member
WTC MUD No. 1
bjones@wtcmud1.org
512.656.7222

TIMEFRAME

Adopted August 2022

TEAM MEMBERS

Tim Wright
AJ Fawver
Marshall Hines

ROLE/SERVICES PROVIDED

Assessment of Existing Parks

Concept Planning

Improvement Cost Assessment



Williamson-Travis County MUD No. 1 serves as the main provider of utilities for approximately 3,000 households in the Austin Metro area. Its budget covers not only utility operations but also the upkeep of several parks within its service area. The district manages six parks, which host community events and recreational activities suitable for all demographics, and eight ponds designed mainly for stormwater management but also offer recreational opportunities when not filled with water. Community groups actively participate in the parks' maintenance and programming, contributing to facilities like disc golf courses and community gardens.

Verdunity's collaboration with the MUD began with evaluating the current parks system and reviewing prior studies. This process involved detailed mapping of each park and pond, assessing their primary and potential future uses, and considering their integration with the surrounding area and accessibility. Verdunity's team engaged with the local community and the MUD's leadership to understand park usage, obstacles to access, and the community's expectations and contributions towards the parks.

The culmination of this work was a comprehensive 5-year plan outlining the district's objectives for its parks, including a needs assessment, strategies for addressing those needs, and a detailed plan for capital improvements and programming. The plan identified what the MUD could execute independently and which projects required collaboration with other agencies, providing a timeline, estimated costs, and maintenance expectations for each project.

Key Takeaway for Brady

Verdunity applies concepts of sound fiscal responsibility to parks planning so that a community better understands the true costs of investments they wish to make.

Existing Conditions Overview

The following map shows both District and surrounding area parks, stormwater ponds, and adjacent spaces, which are fairly well distributed throughout the District. The stormwater ponds are dry detention basins designed to drain water within a day or two. So, although they are referred to by the District as "ponds," they would be more appropriately characterized as basins.

The District has been working for the last decade to find appropriate and low-impact recreational amenities to these basins, or "ponds," to take advantage of the valuable greenspace and increase the usability of these

spaces for residents. Many of these ponds: Hatch Pond, Modelline Loop Pond, Little Elm Pond, and Anderson Mill Pond are quite large, and provide valuable additional recreational opportunities to nearby properties.

Anderson Mill West Park and Lakeline Oaks Park are the two largest neighborhood parks, both of which are used by District residents and non-residents alike. Sun Chase Park provides a special, wooded natural area unlike anything else in the District, and several smaller neighborhood parks add pockets of green space throughout the District.



6-Year Park Expenditures

	Phase Year 16/17	Phase Year 17/18	Phase Year 18/19	Phase Year 19/20	Phase Year 20/21
Operations and Maintenance	\$340,621.62	\$291,446.31	\$174,854.75	\$302,884.58	\$214,533.05
Improvements	\$580,830.94	\$501,233.96	\$413,548.87	\$352,314.69	\$393,365.10
Miscellaneous	\$0	\$4,876.00	\$14,681.07	\$30,380.57	\$10,280.82
Total	\$921,852.46	\$729,853.27	\$811,833.89	\$383,270.65	\$248,178.11

WTC MUD No. 1

LHTX2040

Liberty Hill, Texas

PROJECT TYPE

Comprehensive Plan

PROJECT CONTACT

McKenzi Hicks

Planning Director

512.548.5537

mhicks@libertyhilltx.gov

TIMEFRAME

Adopted January 2024

TEAM MEMBERS

AJ Fawver

Kevin Shepherd

Marshall Hines

Maddie Bonney

ROLE/SERVICES PROVIDED

Land Use Fiscal Analysis

Community Engagement

Place Type Creation

Education

Land Use Mapping

LHTX2040 is not just a comprehensive plan; it's a roadmap for Liberty Hill, a burgeoning community in the shadows of Austin's massive growth. At its heart, this plan is an ambitious endeavor to steer Liberty Hill towards a future that embraces smart, sustainable growth, moving away from the conventional suburban development model.



The inspiration behind LHTX2040 was clear: to craft a planning guide that could not only keep pace with but also get ahead of the massive growth projected for the area. This foresight is crucial for a city in the midst of a population boom, ensuring that development is both strategic and beneficial to the community.

What sets LHTX2040 apart is its integral role in paving the way for a significant development code rewrite. The plan meticulously lays out the necessity for this shift, arming the community with the knowledge and justification needed to support an updated code that aligns with modern urban planning principles.

Addressing the challenges of planning in a city with a small municipal jurisdiction but a substantial extraterritorial jurisdiction (ETJ), LHTX2040 had to be exceptionally clear and accessible. Liberty Hill, despite its limited staff size and resources, managed to navigate these complexities, producing a document that is both comprehensive and user-friendly.



Key Takeaway for Brady

When a long-term strategy to improve development in a community is desired, Verdunity works with the community to craft a comprehensive plan that provides a solid foundation for code and ordinance updates.

Envision Taylor

Taylor, Texas

PROJECT TYPE

Land Use Fiscal Analysis for Comprehensive Plan

PROJECT CONTACT

Tom Yantis
Assistant City Manager
512.352.5990
tom.yantis@taylortx.gov

TIMEFRAME

Adopted September 2021

TEAM MEMBERS

Kevin Shepherd
AJ Fawver
Bhargava Kotapalli
Ryan Lozano
Marshall Hines

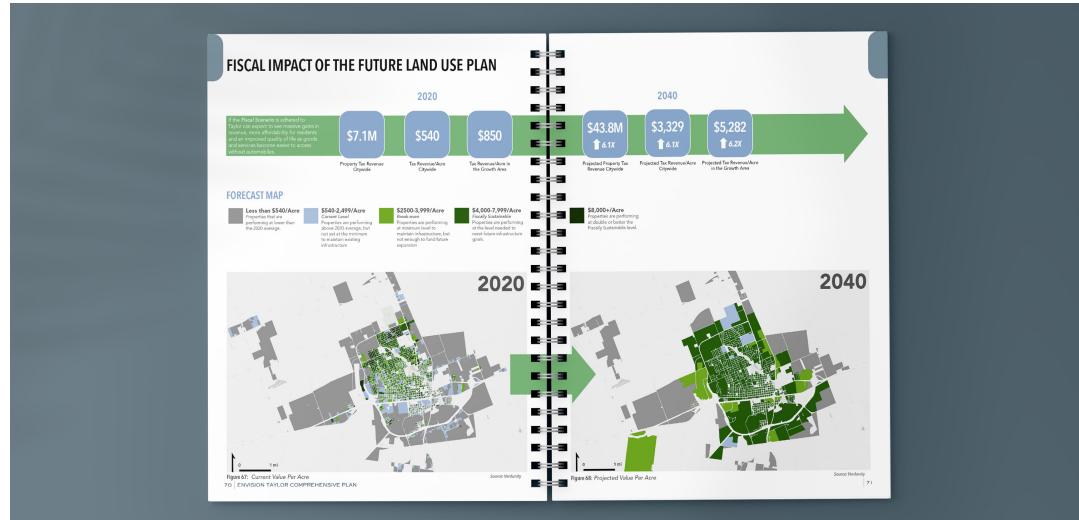
ROLE/SERVICES PROVIDED

Land Use Fiscal Assessment & Analysis
Community Engagement
3D Interactive Mapping



Key Takeaway for Brady

Verdunity uses fiscal analysis to help each city understand the true value in developing inward and maximizing the existing infrastructure in creative ways.



Taylor, Texas commissioned Lionheart Planning and Verdunity for a new Comprehensive Plan, emphasizing fiscally sustainable growth. Verdunity conducted a Land Use Fiscal Analysis to understand current development patterns, educated city leaders and residents on fiscal impacts of different growth patterns, and assessed fiscal outcomes of proposed growth scenarios.

Lionheart proposed two scenarios; the first accepted auto-centric development on the city's outskirts, reflecting recent development trends; the second pushed for more infill growth in Taylor's existing service area, maximizing fiscal efficiency with minimal new infrastructure. Verdunity's models demonstrated that the infill approach not only bolstered the city's fiscal health but also aligned with community priorities. They highlighted the financial burden of extensive infrastructure under the auto-centric scenario, indicating higher taxes and fees unless the pattern changed.



In contrast, the second scenario showed benefits like diverse housing, downtown preservation, and enhanced walkability, leading to overall fiscal improvement. Over 80% of residents, influenced by our workshops and modeling, voted for the infill-focused growth.

Killeen Comprehensive Plan

Killeen, Texas

PROJECT TYPE

Land Use Fiscal Analysis & Comprehensive Plan

PROJECT CONTACT

Wallis Meshier
Assistant Director of Development Services
254.501.7621
wmeshier@killeentexas.gov

TIMEFRAME

Adopted August 2022

TEAM MEMBERS

AJ Fawver
Kevin Shepherd
Marshall Hines

ROLE/SERVICES PROVIDED

Land Use Fiscal Assessment & Analysis
Community Engagement
Placetype Creation
Education & Outreach
Land Use Mapping



Killeen, a military community in central Texas with over 160,000 residents, has expanded significantly over 60 years, focusing on greenfield development for veterans and first-time homeowners. This growth led to the decline of Downtown and older neighborhoods in north Killeen, as new developments emerged in the south. The city's limited housing diversity failed to retain affluent homeowners, contributing to a widening gap between available resources and the needs for quality services and infrastructure maintenance.

In 2020, Killeen hired Verdunty to develop a Comprehensive Plan centered on fiscal sustainability and affordability. The plan promotes complete neighborhoods, varied mobility options, and local, small-scale development. The team engaged city leaders, staff, and residents, illustrating the link between development patterns, city budget, and affordability through a detailed land use fiscal analysis. This analysis informed strategies to enhance city revenue, manage costs, and improve residents' quality of life.

The final plan includes an introduction outlining community identity and land use economics, sections on land use, growth management, neighborhoods, mobility, and downtown, and an implementation chapter emphasizing small projects, incremental improvement, and community collaboration.

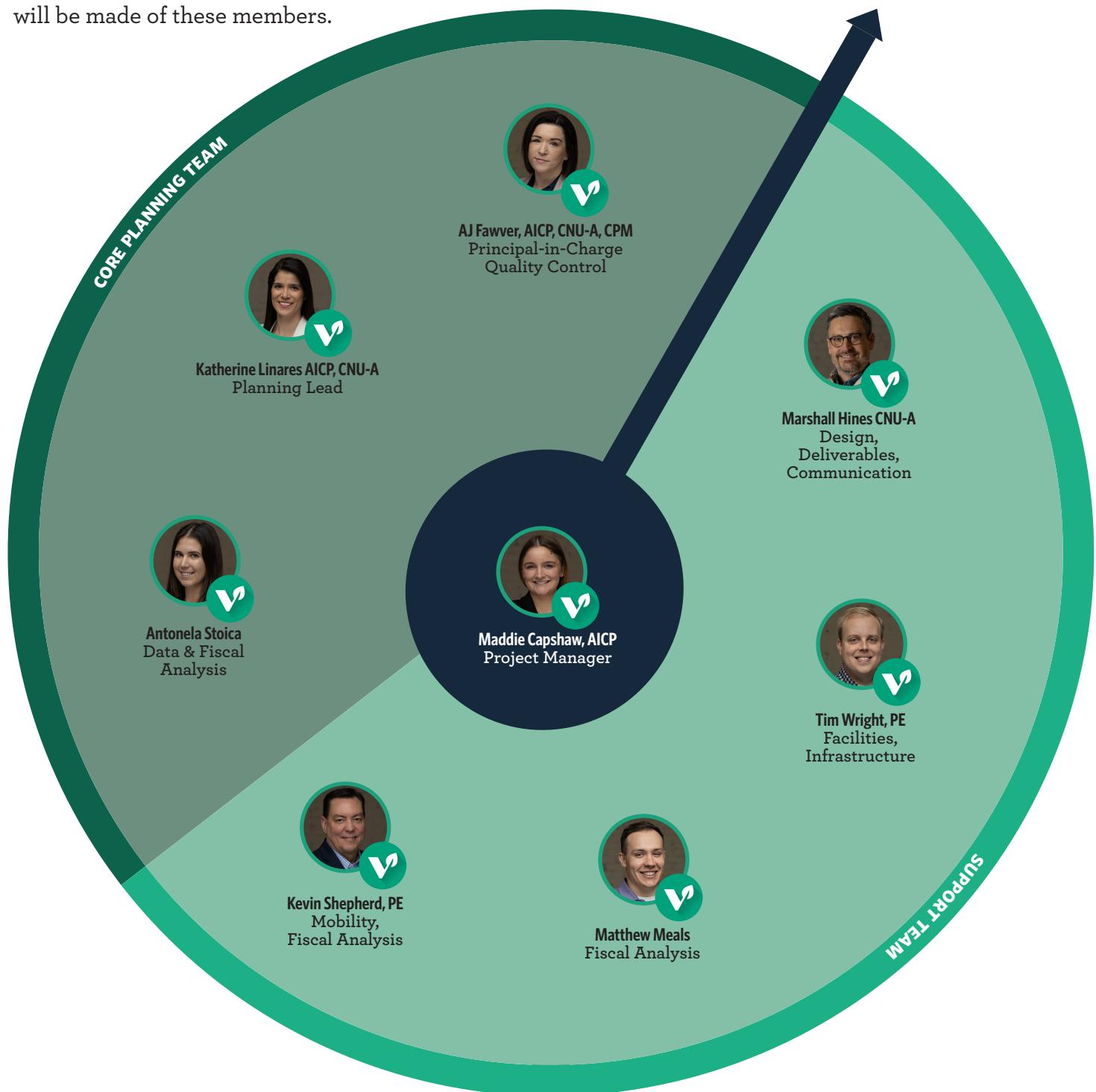
Key Takeaway for Brady

Verdunty's fiscal analysis can build support for prioritizing neighborhood and downtown revitalization that pays major dividends.



Our Organization

Our team is highly interconnected, we don't believe in silos. While we do have a dedicated project manager who will interface with your team throughout this project, every member of our team will come into contact with your plan and help to build something special for Brady. We believe that the best work is produced when our team and yours have clear lines of communication and will ask you to select a dedicated internal project manager through which we will route project discussions. The Planning team will be made of these members.





AJ Fawver, AICP, CNU-A CPM

COMMUNITY CONSULTING PROGRAM LEAD

aj@verdunity.com | 325.650.3264



EDUCATION

B.A. Government

Angelo State University

M.P.A. Public Administration
(IN PROGRESS)

University of Texas – Arlington

Advanced Public Engagement

Pepperdine University

REGISTRATIONS & CERTIFICATIONS

AICP

No. 207628

CNU-A

CPM

PROFESSIONAL AFFILIATIONS

APA - Small Town and Rural Division

National Trust for Historic Preservation

League of Women in Government

Engaging Local Government Leaders

Strong Towns

APA – Texas

CNU

Future Cities

INDUSTRY EXPERIENCE

Verdunity 2019-Present

NW Section Director

APA – Texas 2017-2021

City of Lubbock 2018-2019

City of Amarillo 2016-2018

City of San Angelo 2006-2016

STRENGTHSFINDER TOP 5

Achiever

Individualization

Competition

Maximizer

AJ Fawver leads the Community Consulting Program for Verdunity. She speaks, podcasts, and writes on planning and community topics, and spends her free time in a variety of mentoring and volunteer positions within several organizations such as the American Planning Association. From 2007 to 2019, she worked to challenge the status quo, bring sound planning practices, and improve collaboration through leadership positions in several cities within the region of Texas where she was born and raised. In recognition of this work, she was named to the Traeger List, an annual list of the top 100 local government leaders in the nation, on three separate occasions.

AJ brings to Verdunity her experience navigating the unique dynamics of local government. Her former colleagues have described her as dedicated, innovative, respected, and tenacious. She is a master at cutting through and bringing efficiency to processes and adopted documents, building relationships with stakeholders, aligning plans and codes for maximum effect, and providing training and instruction to planners, the public, and decision-making bodies. AJ is driven by her passion for bringing connection and trust back to city governance, and is a spirited advocate for rural communities, diversity and inclusion, and meaningful engagement.

RELEVANT PROJECT EXPERIENCE

Comprehensive Plan	Addison, TX	
Comprehensive Plan	Gillette, WY	
Comprehensive Plan	Dalhart, TX	
Comprehensive Plan	Kyle, TX	
Comprehensive Plan	Liberty Hill, TX	
Comprehensive Plan	Sweetwater, TX	Vernon Deines Honor Award
Comprehensive Plan	Waxahachie, TX	
Comprehensive Plan	Killeen, TX	
Comprehensive Plan	Parsons, KS	Vernon Deines Merit Award
Comprehensive Plan	Taylor, TX	Vernon Deines Honor Award
Parks Master Plan	Wilco-Travis Counties, TX	MUD #1
Fiscal Impact Model	Bastrop, TX	
SOPs, & Performance Standards	Englewood, CO	
Fiscal Impact Model & Workshop	Canyon, TX	
Downtown Master Plan	Burkburnett, TX	
Comprehensive Plan	San Angelo, TX	
North Heights Neighborhood Plan	Amarillo, TX	
CBD Design Guidelines	San Angelo, TX	
Zoning Ordinance Diagnostic	Parsons, KS	
Comprehensive Plan	Lubbock, TX	
Metropolitan Transportation Plan	San Angelo, TX	



Kevin Shepherd, PE

FOUNDER & CEO

kevin@verdunity.com | 214.425.6720 | @k_shepherd



EDUCATION

B.S. Civil Engineering
Texas A&M University

REGISTRATIONS & CERTIFICATIONS

Professional Engineer
TX 88642

PROFESSIONAL AFFILIATIONS

American Planning Association
CNU-NTX
Board Member
ISI Envision, STAR
Technical Advisor
Strong Towns
Founding Circle
Urban Land Institute

INDUSTRY EXPERIENCE

Verdunity	2011-Present
HDR	1996-2011
LAN	1994-1996

STRENGTHSFINDER TOP 5

Achiever
Individualization
Competition
Maximizer
Strategic

Kevin has over 27 years of experience in civil engineering, planning, municipal finance, site development, and community engagement. Considered to be a thought leader and pioneer in the planning/engineering field, Kevin leverages his unique background and passion for initiator change to educate, challenge traditional silos, and bring perspectives together to encourage communities to build in a manner that is more fiscally responsible, healthy and sustainable.

Kevin spent the first 17 years of his career working for large engineering firms in various roles related to the planning, design, and construction of infrastructure and site development projects. In 2009, his career changed course when he was offered the opportunity to serve as National Director of HDR's Community Planning & Urban Design practice and member of the firm's Sustainable Solutions Leadership Team. It was during this period that Kevin realized that many communities across the country were headed down a path that was depleting our natural resources and that would lead many cities to fiscal insolvency. He left HDR in 2011 to start Verdunity and focus on helping Texas communities address these challenges. Most recently, he started the Go Cultivate! podcast and workshop programs to expand educational efforts and implementation of Strong Towns principles in cities across the country.

The fiscally-based planning approach Kevin has advocated for and implemented on recent projects is receiving attention from city managers, planners and finance directors across the country, including large metros like Fort Worth, mid-size cities like Shreveport, LA, fast-growth suburbs and rural towns. Kevin is a vocal advocate for Strong Towns and Congress for the New Urbanism, and speaks and writes regularly on the concepts of fiscally-based planning, place-based design and economic gardening.

RELEVANT PROJECT EXPERIENCE

Land Use Fiscal Analysis	Josephine, TX	
Land Use Fiscal Analysis	New Braunfels, TX	
Land Use Fiscal Analysis	Erie, CO	
Land Use Fiscal Analysis	Albemarle, NC	
Comprehensive Plan	Kyle, TX	
Comprehensive Plan	Liberty Hill, TX	
Comprehensive Plan	Sweetwater, TX	Vernon Deines Honor Award
Comprehensive Plan	Waxahachie, TX	
Comprehensive Plan	Killeen, TX	
Comprehensive Plan	Parsons, KS	Vernon Deines Merit Award
Comprehensive Plan	Taylor, TX	Vernon Deines Honor Award
Comprehensive Plan	Crowley, TX	
Comprehensive Plan	Royse City, TX	APATX 2017 Plan of the Year



Tim Wright, PE



PROJECT ENGINEER

tim@verdunity.com | 972.802.2864 | @tim12wright

EDUCATION

B.S. Engineering
LeTourneau University

REGISTRATIONS & CERTIFICATIONS

Professional Engineer
TX 137991
LA 44264

PROFESSIONAL AFFILIATIONS

ASCE – Shreveport Branch
President (2017-2018)
Shreveport Common
Board Member
ReForm Shreveport
Cofounder
A-Truss Bridge Steering
Committee

INDUSTRY EXPERIENCE

Verdunity 2018-Present
Halff Associates 2015-2018

STRENGTHSFINDER TOP 5

Strategic
Developer
Context
Includer
Empathy

Tim Wright is a project engineer with a broad expertise in technical skills and client management. He also has experience in fiscal impact analysis and practice in community understanding that broadens his role. From college, he's shown a desire to have a well-rounded education and experience in engineering, knowing about all facets of a project he's involved in. He has experience in water and wastewater main design, GIS, pavement and striping plans, and most recently, site developments projects that combine many of these knowledge areas in the complex field of land development.

Tim's experience in fiscal impact analyses and community projects also broadens his role with Verdunity. Working on these analyses to reveal the true impacts of development, especially from an engineering perspective, has given him an in depth understanding of how engineering decisions affect cities' fiscal position. He also started a non-profit, Reform Shreveport, that advocates for smarter land use and transportation policies. This has given him an understanding of local politics and community dynamics that are indispensable in working on our projects.

RELEVANT PROJECT EXPERIENCE

Comprehensive Plan	Dalhart, TX	
Land Use Fiscal Analysis	Bryan, TX	
Land Use Fiscal Analysis	Josephine, TX	
Land Use Fiscal Analysis	Albemarle, NC	
Comprehensive Plan	Waxahachie, TX	
Comprehensive Plan	Killeen, TX	
Parks Master Plan	Travis/Wilco MUD #1	
Streetscape Improvements Plan	Dallas, TX	
Howard St. Redesign & Improvements	Royse City, TX	
Fiscal Impact Analysis Tool	Fernley, NV	
Development ROI Analysis	Pasadena, TX	FEMA Project
Fiscal Impact Analysis	Pasadena, TX	Mall Redevelopment Project
Fiscal Impact Model	Canyon, TX	
Site Development Engineering	Port Lavaca, TX	Enclave on Independence
Site Development Engineering	Port Lavaca, TX	Konnor's Court
Site Development Engineering	Dallas, TX	Roseland Condominiums
Site Development Engineering	Dallas, TX	Mckell Apartments
Site Development Engineering	Wharton, TX	Brooks at Caney Creek
Due Diligence & Concept Submittal	Grapevine, TX	Nash + Berry
Site Planning & Parking Analysis	Denton, TX	Legacy Business Park



Marshall Hines, CNU-A

CREATIVE DIRECTOR

marshall@verdunity.com | 512.869.9483 | @marshallhines



EDUCATION

Communication Design
St. Edwards University

REGISTRATIONS & CERTIFICATIONS

CNU-A

PROFESSIONAL AFFILIATIONS

APA – Texas
Congress for the New Urbanism
Strong Towns
American Institute for the Graphic Arts
National Town Builders Association

INDUSTRY EXPERIENCE

Verdunity 2021-Present
City of Leander 2016-2022
Planning Commissioner

STRENGTHSFINDER TOP 5

Input
Learner
Achiever
Self-Assurance
Maximizer

Marshall's professional passions lie in two places, making information accessible and approachable to everyone, and building healthy, resilient communities that will endure the test of time. Over the past fifteen years he has designed award winning corporate reports, presentations, and marketing campaigns for companies such as Target, Home Depot, and Apple.

After starting a family Marshall started to think deeply about the kind of place that he wanted to leave for his kids. He began to try and understand why it was that so many communities struggled to provide basic services – oftentimes to a citizenry that was prospering and growing. Asking that question led him to the inescapable truth that if we want the places in which we live, work and build our families we have to rethink the entirety of the standard American development pattern.

Marshall also understands that no community can be successful at improving itself without the buy-in and understanding of the people who reside there. At Verdunity, he is laser focused on communicating the work we do in an understandable and approachable way to every member of our partner cities and towns.

RELEVANT PROJECT EXPERIENCE

Comprehensive Plan	Addison, TX	
Comprehensive Plan	Gillette, WY	
Comprehensive Plan	Kyle, TX	
Comprehensive Plan	Liberty Hill, TX	
Comprehensive Plan	Sweetwater, TX	Vernon Deines Honor Award
Comprehensive Plan	Waxahachie, TX	
Comprehensive Plan	Killeen, TX	
Comprehensive Plan	Taylor, TX	Vernon Deines Honor Award
Economic Development Strategic Plan	Texoma COG	
Parks Master Plan	Wilco-Travis Counties, TX	MUD #1

PREVIOUS DESIGN & PROJECT EXPERIENCE

Comprehensive Plan	Leander, TX	
MasterCard Yearly Report		2016-2019
Target Stores Yearly Report		2018
Home Depot Shareholders' Report		2016-2018
Casbu Project Management Software		2015
Thomson Reuters IKON		2008-2015
Sprint/Nextel 'Merger Stories'		2006



Maddie Capshaw, AICP

COMMUNITY CULTIVATOR/PLANNER
maddie@verdunity.com | 214.430.4450



EDUCATION

B.S. Urban & Regional Planning
Texas A&M University

REGISTRATIONS & CERTIFICATIONS

AICP
No. 35012

PROFESSIONAL AFFILIATIONS

APA – Texas

INDUSTRY EXPERIENCE

Verdunity 2018-Present
Peloton 2018-2023

STRENGTHSFINDER TOP 5

Achiever
Includer
Developer
Positivity
Individualization

Madeleine “Maddie” Capshaw is experienced in both public and private sector planning, design, and implementation. She understands the importance of creating positive impact through the planning process and does so with dedication from start to finish. Her experience includes site analysis and design, entitlements, master planned community planning and design, comprehensive planning, parks and recreation master planning, downtown master planning, and gathering space design. She coordinates and leads community engagement events and activities, provides municipal development review services, creates renderings and illustrations, performs GIS analysis and mapping, and crafts policies based on community feedback, research, and best practices. One of Maddie’s biggest interests in planning and design is the integration of beautiful and functional parks, patios, plazas, and other gathering spaces that create landmarks, honor history, provide green space, and create a well-knit sense of place.

RELEVANT PROJECT EXPERIENCE

Comprehensive Plan	Liberty Hill, TX
Comprehensive Plan	Dalhart, TX
Comprehensive Plan	Kyle, TX
Comprehensive Plan	Addison, TX

PREVIOUS PROJECT EXPERIENCE

Master Plan	Gunter, TX	Downtown
Master Plan	Lavon, TX	Parks & Recreation
Comprehensive Plan	Lavon, TX	
Comprehensive Plan	Hudson Oaks, TX	
Strategic Plan	Glen Rose, TX	
Comprehensive Plan	Glen Rose, TX	
Master Plan	Greenville, TX	



Katherine Linares, AICP, CNU-A

COMMUNITY CULTIVATOR/PLANNER

katherine@verdunity.com | 214.430.4450 ext. 203



EDUCATION

B.A. Environmental Studies
M.A Sustainability & Development
Southern Methodist University

PROFESSIONAL AFFILIATIONS

APA – North Central Texas Section

INDUSTRY EXPERIENCE

Verdunity 2023-Present
City of Cedar Hill 2019-2023

STRENGTHSFINDER TOP 5

Deliberative
Restorative
Harmony
Input
Achiever

Katherine Linares is a rising planning professional and the newest member of the Verdunity Team. She brings a background in sustainability and development. Through her education, she has been exposed to multi-faceted approaches of the integration of sustainability and the beneficial impacts it can have on not only the community, but the planet and local economy. Her most recent experience is in local municipal planning ranging from current planning to planned developments and long-range and area planning.

Katherine coordinates and leads community engagement events and activities, performs GIS analysis and mapping, and drafts codes and policies based on community feedback, research, and best practices. One of Katherine's long-term goals as a planner is to offer and connect communities with resources that will assist in the successful implementation of the communities' plans and vision and ensure that communities are livable, vibrant spaces for people to reside, work and play in.

RELEVANT PROJECT EXPERIENCE

Comprehensive Plan	Gillette, WY
Comprehensive Plan	Dalhart, TX
Comprehensive Plan	Addison, TX

PREVIOUS PROJECT EXPERIENCE

Master Plan	Cedar Hill, TX	Midtown
Comprehensive Plan	Cedar Hill, TX	



Matthew Meals, EIT

CIVIL ENGINEER IN TRAINING

matthew@verdunity.com | 469.525.3556



EDUCATION

B.A. Environmental Studies

McKendree University

M.S. Environmental Engineering

Southern Methodist University

REGISTRATIONS & CERTIFICATIONS

Engineer in Training

TX 75956

INDUSTRY EXPERIENCE

Verdunity 2013-Present

Pape-Dawson 2021-2023

STRENGTHSFINDER TOP 5

Learner

Context

Communication

Intellection

Input

In his professional career, Matthew has played a role in a wide variety of projects including commercial/residential land development, Americans with Disabilities Act retro-fits, GIS land use analysis and more. Matthew is skilled in multiple design softwares and lead project layout, public infrastructure design, and site grading in past projects. He strives to build social capital through engineering by having pedestrian-centric designs that foster community.

As Matt continues to gain experience, his passion for sustainability and environmentalism will bring the right headspace to be an innovative thinker in the field. His formal and informal education gives him the background knowledge to escape the analytics of engineering. He can relate how the design impacts the big picture and the stakeholders it affects.

RELEVANT PROJECT EXPERIENCE

Comprehensive Plan	Dalhart, TX
Comprehensive Plan	Gillette, WY
Comprehensive Plan	Addison, TX
Land Use Fiscal Analysis	Bryan, TX
Land Use Fiscal Analysis	Josephine, TX
Land Use Fiscal Analysis	Albemarle, TX
Land Use Fiscal Analysis	Project Location
Land Use Fiscal Analysis	Project Location

PREVIOUS PROJECT EXPERIENCE

Whataburger Developments	North Texas	
Whataburger Developments	Murfreesboro, TN	
Subdivision Engineering	Royse City, TX	Creekside
Sewer Engineering	Royse City, TX	Creekside
Subdivision Engineering	Anna, TX	Cedar Ridge
ADA Retrofit	McAllen, TX	
ADA Retrofit	Athens, TX	
ADA Retrofit	Angleton, TX	
ADA Retrofit	Galveston, TX	
ADA Retrofit	Clarksville, TX	
Water Master Plan	Shreveport, LA	GIS Updates
Sewer Engineering	Shreveport, LA	Southern Hills
Road Improvement Engineering	Northlake, TX	Cleveland Gibbs Road



Antonela Stoica

BUDGET & DATA ANALYST

antonela@verdunity.com | 214.430.4450 ext. 208



EDUCATION

B.B.A. Marketing

M.S. Business Analytics

*University of Wisconsin,
Madison*

REGISTRATIONS & CERTIFICATIONS

Tableau Desktop Specialist

INDUSTRY EXPERIENCE

Verdunity 2023-Present

Wisconsin Sch. of Business 2023

SanoVita 2021

STRENGTHSFINDER TOP 5

Achiever

Individualization

Discipline

Developer

Maximizer

Antonella is a highly skilled professional with a diverse background in business analytics and marketing, known for her unique blend of technical expertise and strategic insight. She recently completed her MS in Business Analytics at the University of Wisconsin-Madison, where she was honored with the Excellence in Program Award. A highlight of her academic journey was her research project, "Optimizing Tennis Schedules," which was selected for presentation at the prestigious INFORMS Business Analytics Conference in April 2023. This project demonstrated her proficiency in using Excel and Python to develop optimization models, and she created a user-friendly pseudo-app for scheduling, aligning with her passion for sports, sustainability, and the outdoors.

In her recent role as an Analytics Consultant at the Wisconsin School of Business, Antonella collaborated with Ovative Group on extensive employee engagement research, utilizing tools like Microsoft Excel and Tableau. She excelled in data cleaning and analysis, producing compelling dashboards that effectively communicated insights to the client. Her ability to integrate various data sources and provide strategic recommendations highlights her skill in transforming complex data into actionable strategies. With her solid foundation in Excel, Python, R Studio, SQL, and various data visualization tools, Antonella is adept at addressing complex analytical challenges and promoting informed decision-making.

RELEVANT PROJECT EXPERIENCE

Comprehensive Plan	Addison, TX	Land Use Fiscal Analysis
Comprehensive Plan	Gillette, WY	Land Use Fiscal Analysis
Land Use Fiscal Analysis	South Dallas, TX	
Land Use Fiscal Analysis	Erie, CO	
Land Use Fiscal Analysis	New Braunfels, TX	

Our Foundational Philosophy

If you're looking for a typical comprehensive planning process, you won't find it with us.

Most consultants declare success when they complete a plan document that is adopted by the client's city, but we have found that so often, past plans have left cities with growing resource gaps, escalating socioeconomic and quality of life issues, and environmental challenges. At Verdunity, we believe this process should put the real issues on the table and work through the tough conversations to align your community's vision, policies and actions with fiscal, environmental, social, and political realities. To us, the process is as important as the plan. Our team's philosophy is grounded in these interconnected principles:

Intentional Engagement

We'll use both online and in-person methods to engage our diverse community, meeting them in various settings like evening meetings, Zoom calls, weekend neighborhood walkshops, or through our website and social media. This approach will gather valuable input for creating a comprehensive plan, making each engagement a step towards finding solutions for Brady's challenges.

Incremental, Collaborative Implementation

Our implementation recommendations will be organized into small steps that leverage the time, talent, and treasure in the community to make continuous improvements over time.

Resource Consciousness

(Fiscal and Natural)

We'll give you a plan that maximizes the resources you have, not an overcomplicated document telling you how much money or resources you need to get.

Integrated Solutions

Cities are complex, and siloed solutions have contributed to various challenges. Our team's expertise in urban planning, civil engineering, ecological design, public engagement, and development will provide a holistic view to recommend strategies that advance community goals.

Planning Approach

While we will tailor our approach to accurately fit Brady's needs, these three elements underpin every one of our projects.

USING FISCAL ANALYSIS AND DATA-BASED PLANNING AS THE UNIFYING FACTOR FOR DISCUSSION OF LAND USE

Verdunity has developed a robust GIS-based modeling process to help city leaders quantify your resource gap and communicate progress toward the goal of fiscal sustainability. We'll complete a baseline assessment at the beginning of the process that will be used to frame discussions and inform decisions throughout the process. Over the past five years, Verdunity has established itself as an industry leader in using land use and infrastructure fiscal analysis to drive conversations about policy and development changes necessary for fiscal sustainability of our communities.



IDENTIFICATION, ALIGNMENT, AND A PATH TOWARD CONNECTING THE WEALTH OF COMMUNITY RESOURCES WHERE YOU ARE

Creating a culture of trust and collaboration begins by establishing connections with residents. To be effective, a complete engagement plan must: provide multiple approaches to dialogue, anticipate a variety of communication styles and preferences, build excitement, and illustrate a visible connection between residents' thoughts and the final product. Our team is purposeful in design and selection of activities, skilled in guiding groups through tough conversations, equipped with a multitude of methods to achieve the desired outcomes, and knowledgeable about all facets of the engagement spectrum and where/when they should be factored in.



SHARP FOCUS ON CULTIVATING LOCAL HEALTH AND WEALTH THROUGH INVESTING IN EXISTING NEIGHBORHOODS, RESIDENTS AND BUSINESSES

The fastest way to close your community's resource gap is to invest in preserving and enhancing existing neighborhoods, buildings, and commercial centers. Our fiscal analysis will illuminate where to focus investment, and the incremental development model provides the blueprint for what to build, who to collaborate with, and how to finance projects. Providing a workshop focused on identifying immediate development and tactical improvement projects helps the community connect the long-term vision with immediate progress.

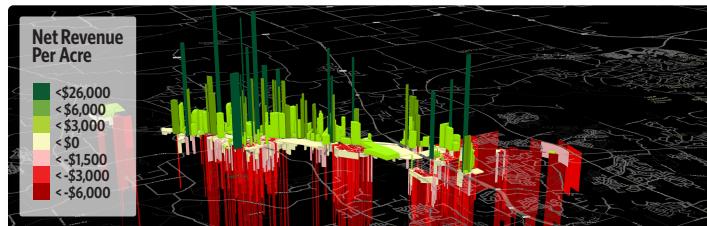


Fiscal Analysis Will Inform Your Plan

We provide the data and analysis you need to ensure you're a financially strong and resilient community long after your high growth phase ends.

Cities are complex organizations with many moving parts, and a citizenry with a broad range of perspectives. Values and opinions of longtime residents often clash with those of newer residents, particularly in topics like zoning, mobility, housing and neighborhood design. It doesn't have to be this way. When a community has a common understanding of the issues before them, they are able to focus on solutions instead of polarizing political positions.

What does that process look like?



1

CREATING A BASELINE ANALYSIS

We analyze values of properties and factor in of today's service costs to see how your city is performing and which existing development patterns are most fiscally advantageous so they can be replicated.



3

DEVELOPING A FISCALLY BASED LAND USE PLAN

We take input from your community and insight from the places that your community hopes to emulate to create a land use plan that, if followed, can sustain itself in perpetuity.

Collective understanding is facilitated by a common language. Fiscal sustainability can be this language. Dialogue about property values, costs, and return on taxpayer investment opens up a more transparent and productive conversation about how to balance today's interests with long-term costs and fiscal health. Armed with this knowledge, we can help you identify an implementable strategy to achieve a more fiscally sustainable future.



2

PROJECTING CURRENT TRENDS

We calculate what your city will yield if it continues to develop in a pattern similar to what you have today.



4

ANALYZING LIKELY OUTCOMES

We calculate how development in accordance with your new land use plan will affect your bottom line.

Engagement Options

Engaging with the public, city staff, elected officials, and key stakeholders is critical if a plan is to be supported by the whole community. Our engagement strategy can flex to suit your needs and budget but a number of our common formats are listed below.

In-Person



MEETING AND WORKSHOP FACILITATION

Meetings and workshops can quickly become complaint sessions and lose focus without skilled facilitators leading the way. We approach these strategically by identifying the purpose and desired outcomes in advance so that all voices can be heard and attendees feel accomplished.

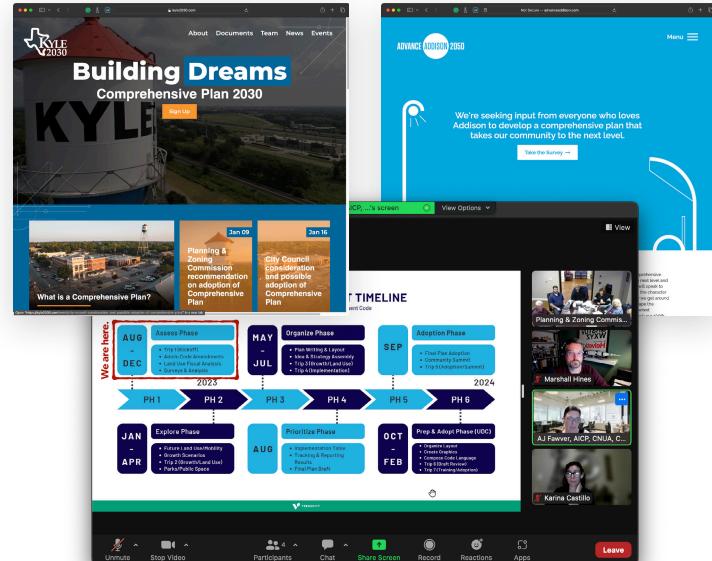
WALKSHOPS

Workshops have their place in the engagement spectrum; however, residents are passionate about where they choose to call home. Stepping into their environment to facilitate constructive conversations about their neighborhood establishes trust and yields a deeper level of feedback.

COME AND GO EVENTS

Everyone is busy. Rigid, overly structured events with a specific start and end time will always be difficult for the families, young adults, seniors, workers, and other subgroups of your population. We choose to offer events that extend across different parts of the day and evening, where residents can come at

Digital & Print



DEDICATED PROJECT WEBSITE

With an increased thirst for on-demand information, planning efforts can often fizzle out when the public cannot see activity occurring. A project website is an important tool we can create to meet that demand, helping residents follow what's happening and stay aware of upcoming events, day or night.

VIRTUAL INTERVIEWS AND SURVEYS

Asking questions is easy. Asking the right questions that generate the right amount of meaningful feedback is not. We carefully phrase and order questions, selectively identify the appropriate question type, and tap into our experience working with the public to clearly interpret the responses.

DIRECT MAIL AND LEGACY MEDIA

It's easy to write off a mailed letter or postcard or a detailed communication in the local paper as a relic of the past, but its imperative that every citizen has the opportunity to be involved in the planning process targeting these methods of communication broadens the reach of public engagement.

Project Timeline

The first segment of our proposal encompasses the Comprehensive Plan itself, and sets up the remaining supporting plan elements. This phasing schedule is a balance between speed, and high quality deliverables which lasts about 15 months.

KEY ELEMENTS &
PRECISE PHASING
WILL BE FINALIZED
DURING BUDGETING
NEGOTIATIONS.

Phase 1	3 Months
---------	----------

Key Elements

- CPAC formation
- Data Collection and Review
- Website Launch
- Land Use Fiscal Analysis
- Kickoff Engagement

Assess

The initial phase will be focused on project and engagement tool setup, data collection and review, a multi-day trip of engagement activities, and completion of a baseline assessment that includes a robust land use fiscal analysis (LUFA) and market competitiveness report.

Phase 2	2 Months
---------	----------

Key Elements

- Data Analysis
- Visioning
- Planning Team Research
- Map Development
- Principle Identification

Explore

Our team will lead the community through the process of identifying the community's vision, values, and key principles that will inform the plan process and implementation decisions. We'll examine how land use, mobility infrastructure, economic development policies, and budgeting can work together to cultivate a prosperous, resilient community.

Phase 3	4 Months
---------	----------

Key Elements

- Input on Land Use Planning
- Scenario Development
- Draft Future Land Use Map
- Land Use Scenarios
- Other Planning Elements

Organize

This phase will focus on refining the community's preferences and desired outcomes into a draft land use plan and land use scenarios. Other potential elements created in this phase may include neighborhoods, mobility, and parks. These elements are informed by the LUFA and tied directly to fiscal sustainability, affordability, and other decision-making principles.

Phase 4	4 Months
---------	----------

Key Elements

- Finalized Maps
- Implementation Strategy
- Engagement Summary
- Draft Plan Production

Prioritize

Preparation of final maps and any other supporting documents within the project's scope are completed. An implementation strategy that is clear and measurable is composed with prioritized recommendations and a fully formatted draft plan is produced.

Phase 5	2 Months
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Key Elements

- Review of Plan Draft
- Final Plan
- Adoption Meetings

Adopt

Staff members review the Plan document. Then, the planning team will review edits, finalize the Plan and prepare it for formal adoption. After adoption, a complete set of final deliverables will be sent to the City.

What Our Clients & Partners Say

Sheena Salvino
Pasadena Economic
Development
Corporation

Politicians and decision makers often resist creative thinking and lean towards risk aversion when considering new development strategies. Verdunity's team combines engineering, planning, and financial expertise to offer clear scenarios and data illustrating the fiscal impact of land use decisions on a city's tax base. They present this information in the language of money, empowering decision makers for informed choices, benefiting taxpayers through transparent financial gains and losses.



Chuck Marohn, PE, AICP
Founder & President
Strong Towns

Kevin and his team are leaders in the field. These guys checked out of the big consulting world and are working to carve out a spot for themselves doing principled, Strong Towns-like work. It is tough to be such a pioneer, but we need small firms of innovators like Verdunity if the Strong Towns approach is going to become the default approach for local governments.



Professional References

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Beth Jones
Board Member
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bjones@wtcmud1.org
512.656.7222



May 24, 2024

Erin Corbell
City Manager
City of Brady, TX

Reference: Proposal for Professional Consulting Services - Comprehensive Plan with Parks Component

Ms. Corbell,

Thank you for selecting the Verdunity team to partner with you on your comprehensive plan. We are pleased to submit this scope and fee proposal for your consideration. This proposal is based on the RFP language, the budget number you provided us with, and our conversation on April 29th. We have worked to refine the scope and budget to align with your expectations as closely as possible. Details of our proposal are outlined below. We are happy to schedule a follow up meeting if you'd like to discuss further or make any modifications.

PURPOSE AND NEED

This is a critical time for Brady, whose city charter requires a comprehensive plan to be updated on behalf of the City. The vision, plans, and policies that have served Brady but need modernizing to reflect the current conditions of the community.

The City of Brady (CLIENT) selected Verdunity's team to develop a fiscally based comprehensive plan with a parks component and implementation strategy to guide Brady in a way that can maximize its fiscal sustainability and help it evolve to become an even more vibrant and prosperous place for current and future generations.

Verdunity is a Texas-based, award-winning consulting firm with innovative approaches we've developed to address challenges we've seen cities dealing with as they struggle to implement current plans. We are committed to helping you grow in a manner that is fiscally sustainable, inclusive, and resilient, and our implementation philosophy prioritizes making meaningful progress right now, with the resources you have.

PROPOSED APPROACH

Our approach is a hybrid between a strategic plan, a comp plan, and incremental action plan that leverages Verdunity's land use fiscal analysis process to align your vision, policies, budget, and actions with what your citizens are willing and able to pay for – now and in the future. Our land use fiscal assessment process will help city leaders and residents to better understand the relationship between growth and development patterns, property tax revenues, and long-term infrastructure and service costs – including understanding how to generate additional tax revenue without having to raise the tax rate. This information can be used to inform future land use and zoning decisions, economic development and housing incentives, capital improvement programs, service delivery optimization efforts, grant



applications, and more. Finally, our engagement activities and deliverables are intentionally crafted to ensure they are attractive and understandable by a broad audience.

To keep within the City's expressed budget, we have proposed a planning process that includes five phases and two organizational components (policy areas).

The five phases are:

- 1 – Assess
- 2 – Explore
- 3 – Organize
- 4 – Prioritize
- 5 – Adopt

The plan framework will be refined with input throughout the process, but will generally be set up as follows:

- Introduction chapter to include:
 - Information on the plan's process and purpose
 - Community context
 - Economics of land use
 - Community identity and vision
 - Decision-making principles
- Two "organizational components" for the requested policy areas that include:
 - Land Use
 - Parks
- Implementation Strategy

Engagement activities have been customized to align with staff direction. Base engagement efforts we believe are critical to our process include a project website with various input tools (online surveys), a couple of virtual workshops, and three multi-day trips to meet with decision makers, staff, businesses, and community members.

Additional engagement activities have been presented as optional services that staff may decide to add based on the available budget. Our collective goal is to provide a thorough and diverse mix of engagement activities that will result in effective engagement and input from the community.

A detailed outline of the scope and deliverables for Basic Services and Additional/Optional Services is included as Attachment A.

SCHEDULE AND WORKPLAN

The work outlined in the Scope of Services will be completed within **15 months** after receiving notice to proceed. Estimated times are as follows. **A detailed project workplan outlining tasks, deliverables, City responsibilities, and invoice amounts by month is included as Attachment B.**



Pre-Project Tasks & Contract Award		Month 0
Ph 1 – Assess	3 months	Trip 1 during Month 2
Ph 2 – Explore	2 months	
Ph 3 – Organize	4 months	Trip 2 during Month 8
Ph 4 – Prioritize	4 months	Trip 3 during Month 11
Ph 5 – Adopt	2 months	Trip 4 during Month 15

YOUR INVESTMENT

We believe investing in quantifying and communicating the fiscal impacts of development decisions and developing a transparent, community-wide effort to align development and services with what residents are willing to pay is one of the most productive and high-returning investments a community can make. With our process, community leaders will gain clarity about the relationships between development, revenue and costs and have tools to make more informed decisions.

We are proposing to complete the work described in Basic Services for a total lump sum fee of **\$89,773** broken out as shown in the table below. An additional not-to-exceed amount of \$6,000 is requested to be set aside for us across 15 months to bill against to cover reimbursable expenses for travel, printing, and material production costs. A more detailed breakdown of the deliverables, checkpoints, and costs for each phase is included in **Attachment B**.

PH 1 – Assess	\$ 16,836
PH 2 – Explore	\$ 14,448
PH 3 – Organize	\$ 22,397
PH 4 – Prioritize	\$ 27,399
PH 5 – Adopt	\$ 8,693
TOTAL BASIC SERVICES (LUMP SUM)	\$ 89,773
REIMBURSABLE EXPENSES (AT COST, NOT TO EXCEED)	\$ 6,000
TOTAL CONTRACT VALUE	\$ 95,773

Invoices will be sent monthly based on completion of deliverables as outlined in Att B. Final payment will be due once deliverables, checkpoints and tasks for each month have been completed and submitted to the City. Progress reports will be submitted along with invoices via email summarizing work completed, work anticipated for the next month, and any critical items requiring staff assistance.

TERMS OF ENGAGEMENT

This proposal is valid for a period of 45 days from the date of this proposal. This information was prepared specifically for the CLIENT and its designated representatives. It may not be provided to others without Verdunity's written permission. The proposed budget included in this proposal is contingent on both parties fulfilling their obligations as outlined in Attachment B. Should delays occur due to no fault of VERDUNITY or our team members, we reserve the right to request an amendment to extend the schedule and/or increase fees to account for the delays.



VERDUNITY

If you have any questions about this proposal or would like to have a call to talk through the details, please give me a call at 214-430-4450, ext. 201, or email me at aj@verdunity.com. We look forward to the opportunity to partner with you to craft a plan that is technically sound, that can be implemented with the resources you have today, and that will be both adaptable and lasting.

Respectfully Submitted,

VERDUNITY, Inc.

Texas Registered Engineering Firm F-13496

Kevin Shepherd, P.E.

Founder & CEO

AJ Fawver, AICP, CNU-A, CPM

Community Consulting Program Leader

Attachment A – Scope of Services

Attachment B – Schedule of Deliverables and Invoicing Plan



ATTACHMENT A – SCOPE OF SERVICES
Comprehensive Plan (with Parks and Land Use Components/Chapters)
City of Brady, Texas

The scope of services for the project is detailed below. Specific deliverables and timing associated with each phase is outlined in Attachment B.

BASIC SERVICES (LUMP SUM)

PRE-PROJECT ACTIVITIES, PROJECT MANAGEMENT AND BASE ENGAGEMENT

Primary Objective(s): This phase covers pre-project activities required before the work can be started as well as ongoing project management and base engagement efforts that will run through the duration of the project. Costs are based on a project schedule of 15 months.

Pre-Project Activities – Verdunity's (VU) Project Manager will coordinate with the City's Project Manager to complete critical tasks that are required before the project work can officially start. These include:

- Contract fully executed by both parties;
- Provide insurance certificates with City's required information; and,
- Provide W9 and ACH payment information (if applicable) to City's purchasing/finance department.

Data Request and Collection – VU's Project Manager will prepare a data request document and submit it to Staff along with a shared Dropbox folder to place the information in as it is collected.

- *To be efficient with VU's time (and respect the City's budget) the project kickoff meeting will not be scheduled until the City provides the requested information (or confirmation that data is not available) and the Verdunity has initially reviewed it for completeness.*

Comp Plan Advisory Committee (CPAC) Organization – The City Council will serve in this capacity. The City is expected to provide a brief bio, name, photo, and background information on each of the members so the VU team can become familiar with the group at the kickoff of the project.

Project Management – VU's Project Manager will coordinate tasks, deliverables, QC reviews, and invoicing monthly. Subtasks will include:

- Weekly coordination meetings with team members;
- Subconsultant management and coordination;
- Bi-weekly check-in calls with staff;
- Ensure internal and external project due dates are met;
- Review and update deliverables and internal work assignments (monthly); and,
- Prepare and submit monthly progress reports and invoices via email.



PHASE 1 - ASSESS

Primary Objective(s): This phase covers the initial setup and kickoff of the project along with initial assessment tasks. The project team will begin engaging the community in the planning process and orienting them to the project timeline and goals. The team will gather, review, and analyze data to assess existing conditions, both for the overall community and specific to land use and parks. Input will be synthesized into community values and aspirations, a concise vision, and decision-making principles that will inform the remainder of the planning effort and implementation priorities.

- 1.1 Project Setup and Internal Kickoff** – VU will set up the project, organize data and documents, and hold an internal kickoff meeting to review the project plan.
- 1.2 Project Kickoff Meeting (Virtual/Zoom)** – Key team members from VU will participate in a kickoff video call with Staff to review the project scope, deliverables, timeline, and responsibilities. Details of data collection and initial engagement activities will be discussed, and a monthly schedule for check-in calls will be established.
- 1.3 Survey #1: Community Baseline Assessment (virtual)** – VU will develop and run an online survey based off Quint Studer's *Vibrant Community Blueprint* to get an initial baseline assessment of how the city is doing across ten categories which represent essential elements of a vibrant community. At the conclusion of the survey, results will be organized into a summary report for the City and added to the engagement summary.
- 1.4 Data Collection, Review, and Organization** – The team will review available data, existing plans, policies, and built conditions, organizing this information for use in existing condition assessments and identification of areas where further discussion/research is warranted.
- 1.5 Assessment of Existing Conditions** - The project team will organize all data and input received for the purposes of analysis and understanding of existing conditions for the plan. Items to be reviewed for incorporation into the plan development include:
 - Current plans, policies, and projects;
 - Demographics and population (past, current, and projected);
 - Land use and zoning; and,
 - Parks and natural resources.
- 1.6 Research and Mapping** – VU will begin to create maps of existing conditions for to lay the foundation for drafts of maps to be built in later phases for the plan document (and review and comment by staff). Maps of existing conditions will be based on data and shape files provided by the City; if insufficient data exists for a specific map type, VU's Project Manager will address this in meetings with City's team.



1.7 Land Use Fiscal Analysis (LUFA) - VU will begin a parcel level, GIS-based assessment of the fiscal performance of the city's development model. This information will be used to communicate the fiscal impacts of development patterns and property tax revenues. The primary objective of the LUFA is to explore what fiscal sustainability and affordability mean to Brady so all aspects of the plan and recommendations can be tied back to this critical principle. Subtasks will include:

- Budget review;
- Population and annexation history;
- Overall street infrastructure liability estimate;
- ESRI Tapestry report;
- Property tax revenue/acre mapping; and,
- Prepare summary presentation of results, key takeaways, and recommendations.

1.8 TRIP 1: Community Kickoff – VU Team will visit the community to participate in two days of kickoff discussions and activities, as well as one day of on-site research to get to know the community and its parks system. Subtasks will include:

- Trip preparation (agendas, slide deck, maps, etc.);
- Trip itinerary – to include time with staff, Council, and the public;
 - 1 come & go event & 1 other public engagement opportunity to get insights on the public's desires on decision making, and the community's assets, values and aspirations.
 - Meeting with City Council to cover introductions and project overview, review CPAC role, and capture initial input on the items above.
 - Meeting with City leadership.
 - Meetings/interviews with various City partners.
- On-site research – one day VU will be on their own to photograph, make notes, and tour the entire community, as well as inventorying the various parks and recreation sites in Brady;
- Copies of presentation slides and meeting materials will be provided at the conclusion of the trip; and,
- The engagement summary will be updated after the conclusion of the trip.

1.9 Survey #2: Business Community (virtual) – VU will develop an online survey that will be distributed by the City. The survey will capture input from Brady's business community on its challenges and opportunities, the local business climate, and aspirations for the future. At the conclusion of the survey, results will be organized into a summary report for the City and added to the engagement summary.

1.10 Engagement Summary Document – VU will create a document that will be used to summarize the context and results of all engagement activities done throughout the course of the project. The final summary will be an appendix to the finished plan.

1.11 Local Resources Inventory – VU will create a document that will be refined with the help of the City and the public throughout the project timeline. The final inventory



will be an appendix to the finished plan and identify local groups, organizations, and partners that should be incorporated into plan implementation.

- 1.12 Concepts & Basics of Fiscal Sustainability (Virtual/Zoom)** – VU will prepare for and facilitate a 60-90 minute virtual meeting with the Council to present and lay an educational foundation of fiscal sustainability. This presentation will introduce concepts of Strong Towns, incremental development, and VU's body of work that will be included in the ongoing planning process; also, it will the public to understand how fiscal sustainability as a priority can help shape the community's future and identify true costs. The slide deck will be provided after the meeting, and it is recommended the meeting be both shown live and recorded so that it can be placed on the City's website and streamed on-demand by residents.
- 1.13 Plan Layout and Outline** – VU will begin preliminary work on plan template layout and outline.
- 1.14 Existing Parks & Trails Map** – VU will draft an initial parks & trails map that will be refined throughout the planning process.

PHASE 2: EXPLORE

Primary Objective(s): In this phase, options will be explored to align future growth and development with the vision and decision-making principles identified in the previous phase. The current land uses and zoning districts will be evaluated to develop a deeper understanding of what's working, what's not working, and what can be improved. Engagement activities will seek to capture input on what areas of the city should be preserved, which present opportunities for infill and revitalization efforts, and what properties/areas are best suited for redevelopment.

- 2.1 Supplementary Data Collection** – VU will review assessment needs, compare with data received, and coordinate with staff to collect any additional data that is needed to support the emerging concepts for the plan. Where data is not available, VU will collaborate with staff to identify an appropriate method for presenting the concept and recommendations.
- 2.2 Council Visioning Workshop (virtual/Zoom)** – VU will prepare and facilitate a 60-90 minute virtual workshop with the Council to identify elements of the Brady vision and formulate a vision statement to guide the planning process.
- 2.3 Analysis** – VU will carefully review all data and resources gathered to extract needed direction and information for incorporation into various elements of the plan. VU will also be engaged in research specific to land use and parks.
- 2.4 Survey #3: Parks Existing Conditions (virtual)** – VU will develop an online survey that will be distributed by the City. The survey will capture input from residents about the



existing conditions at City parks and recreation facilities/areas. At the conclusion of the survey, results will be organized into a summary report for the City and added to the engagement summary.

- 2.5 **Draft Map Preparation** – VU will prepare maps, provided the necessary data is available, that show the following:
 - Streets Map (existing streets & their categories, streets to reexamine or modify);
 - Zoning Map (showing all zoning districts within the city limits);
 - Public Land/Tax Exemptions Map (showing all land publicly owned and tax exempt properties); and,
 - Parks & Trails Map (showing areas of existing programming, facilities, amenities, and equipment).
- 2.6 **Brady's Fiscal Sustainability Picture Presentation (virtual/Zoom)** – VU will prepare for and facilitate a presentation of the Land Use Fiscal Analysis results and discuss takeaways for the community to consider in evaluating decisions about where, when, and how to develop into the future. The draft slide deck will be provided to the City for one round of comments/questions prior to the virtual presentation. The final slide deck will be provided after the meeting, and it is recommended the meeting be both shown live and recorded so that it can be placed on the City's website and streamed on-demand by residents.
- 2.7 **Draft Vision Statement** – Following Trip 1 and the virtual visioning workshop, VU will finalize with the City a vision statement for the community that emerges from the various conversations and engagement activities that take place in Phase 1. This statement will be further refined with the community in Trip 2.

PHASE 3: ORGANIZE

Primary Objective(s): This phase focuses on a focus on future land use planning, future parks planning, and begins to shape elements of the plan that inform this long-range planning with the identity, vision, and decision-making principles identified in the previous phase. Additional engagement will be conducted to refine these ideas further and set the stage for these planning tools. This engagement will help to develop illustrative maps and inform the narrative of the planning document. Areas which need additional examination or direction will be clarified in this phase.

- 3.1 **Draft Map Refinement** – VU will make updates, edits, and refinements to the draft maps prepared in Phase 2.
- 3.2 **Survey #4: Future Vision for Parks (virtual)** – VU will develop an online survey that will be distributed by the City. The survey will capture input from residents about their desire for the future of City parks and recreation facilities/areas – but in the context of realistic resource constraints. At the conclusion of the survey, results will be organized into a summary report for the City and added to the engagement summary.



3.3 Draft Map Preparation – VU will prepare maps that show the following:

- Future Land Use Map (the categories for future land use, the floodplain, any areas of focus, and their arrangement across and within the city limits); and,
- Areas of Opportunity Map (identifies catalyst areas/parcels of opportunity for incremental reactivation/development).

3.4 Draft Future Land Use Categories – VU will prepare a draft of future land use categories with proposed titles, descriptive language, and representative images that convey the character and feel of each.

3.5 TRIP 2: Future Land Use – VU will participate in one-and-a-half days of engagement activities and work sessions to present the preliminary versions of the future land use map and land use categories and get feedback from the community through various engagement stations. Subtasks will include:

- Trip preparation (agendas, slides, maps, etc.);
- Trip itinerary – to include time with staff, Council, and public; Meetings to include:
 - 1 come & go event with the public to gather input.
 - Meeting with City Council to discuss future land use and updates on park planning elements, and facilitated discussion to help refine and provide direction where needed.
 - Meeting with City leadership.
- Photo documentation of activities;
- A copy of the presentation slides will be provided at or immediately following the event and uploaded to the project website; and,
- The engagement summary will be updated after the conclusion of the trip.

3.6 Map & Category Finalization – VU will incorporate edits and suggestions collected throughout Phase 3 to update and finalize the following maps and categories:

- Future Land Use Map
- Areas of Opportunity Map
- Future Land Use Categories

3.7 Plan Text and Plan Graphic Drafting – VU will begin working internally to sketch out and draft text components and graphic elements for the plan.



PHASE 4: PRIORITIZE

Primary Objective(s): This phase consists of continued refinement of text, graphics, and maps, creation of a prioritized implementation program, and preparation of a fully formatted draft plan.

- 4.1 Final Map Production** – VU will complete maps in high-quality format for plan document and independent wall size printing.
- 4.2 TRIP 3: Implementation Program** – VU team will visit the community to participate in one-and-a-half days of engagement activities and work sessions to begin formulating elements of the implementation strategy and prioritization of those elements. Subtasks will include:
 - Trip preparation (agendas, slides, maps, etc.);
 - Trip itinerary – to include time with staff, Council, and public; Meetings to include:
 - Meeting with City Council to identify implementation priorities, discuss the process of writing and arranging recommendations and actions, and provide updates.
 - Community open house to present proposed plan concepts and collect input on implementation ideas and priorities
 - Photo documentation of activities;
 - A copy of the presentation slides will be provided at or immediately following the event and uploaded to the project website;
 - The engagement summary will be updated after the conclusion of the trip.
- 4.3 Draft Plan Production** – VU will complete plan draft document. Subtasks will include:
 - Preparation and refinement of all text and graphics for the full plan document;
 - Graphic layout of plan template;
 - Insertion of appendices;
 - Insertion of photos taken throughout process;
 - Internal QC review and edits; and,
 - Draft Plan - Fully formatted draft for review by City.
- 4.4 Public Review of Draft Plan** – VU will provide the full and complete draft plan document to Staff to distribute for review. City Staff shall be responsible for sharing the document with officials as well as posting the document on the City website. Staff shall also be responsible for consolidating comments and determining which comments should be considered for incorporation into the final document. VU will provide a spreadsheet template for Staff to use to document comments. *NOTE: At this point in the process, our expectation is that there will have been multiple opportunities for community engagement and staff comments, and the final draft will be the project team's professional recommendation of how best to present and convey the information gleaned from the entire process. Therefore, the intent of the public review will be to reveal the full plan for informational purposes, but not to endorse or solicit*



robust feedback or comments that would significantly alter the content or layout. If comments are received that involve more than minor text edits and/or alter the intent of the plan's content and recommendations, then it would require amending the process and contract to have additional work time with Staff and CPAC along with additional community engagement to properly vet the feedback before moving forward with incorporating it into the document. Subtasks will include:

- Provide a website ready PDF of the Draft Plan (V2) to Staff to post on the City's website for public review;
- Provide a high resolution, print-formatted PDF (and accompanying instructions) that Staff can print and distribute copies of for public review;
- Provide spreadsheet template to Staff for use in collecting comments and providing direction to project team on which comments should be addressed for the final document.

PHASE 5: ADOPT

Primary Objective(s): This phase consists of incorporating final comments in the draft document, preparing for a single adoption presentation, and preparing the final deliverables for the City.

5.1 Final Plan Production – Upon receipt of the vetted comments Staff would like addressed, VU will meet with Staff to discuss any comments received that are more substantive in nature and incorporate the comments that both parties have agreed to. *As noted in Task 4.5, if significant comments are received that require additional work and engagement, then a contract amendment will be requested to modify the budget, timeline, and deliverables accordingly.* Once the agreed-upon comments have been addressed, a final print ready version of the plan will be produced and moved forward for adoption. Subtasks will include:

- Comment review meeting/videoconference with Staff (virtual/zoom);
- Plan revisions to address comments agreed to by both parties; and,
- Formatting of the final plan in electronic PDF format for online viewing as well as a high resolution, print-formatted PDF.

5.2 Adoption Meeting – VU will attend one public hearing with the City Council to present the final product for adoption. Subtasks will include:

- Presentation preparation;
- City Council public hearing to vote on adoption (1 meeting total); and,
- *Additional meetings (if required) will be billed as Additional Services according to the attached rate sheet and must be pre-arranged.*

5.3 Staff Meetings (Plan Implementation) – VU will facilitate a half-day workshop or series of meetings with department heads and additional staff as determined by Client to review the final document and offer advice/answer Q&A about its day-to-day use post-adoption. *If desired, this could be expanded to include an Implementation Summit, as outlined in Additional Services.*



5.4 Project Closeout – Following adoption by City Council, VU will conduct closeout tasks with Staff. Subtasks will include:

- Inventory and handoff of all project documents, including the InDesign files with graphics, copies of GIS files, survey result exports, etc.

END OF BASIC SERVICES

ADDITIONAL SERVICES (NOT CURRENTLY REFLECTED IN PROJECT BUDGET)

The scope of work has been refined to align closely with the allocated budget. Several items were trimmed back in this process, including additional meetings, engagement activities, media interviews, comment/review iterations, and post-plan implementation tasks. We have included some of these items below as itemized activities should the City decide to incorporate them back into the project now (so you can see how it would impact the overall budget) or later after the project has already begun. *NOTE: additional services added after the contract has been executed must be requested a minimum of 30 days in advance and is subject to availability.*

Additional work shall be negotiated and billed as “additional services” using the following per item costs and hourly rates:

ITEMIZED ADD-ONS

Engagement Tools

- 1) Neighborhood workshops: \$3000 per 2-hr workshop (includes prep time, 2 people attending, post meeting documentation)
- 2) Dedicated project website: \$15,000 for duration of project (includes monthly updates to the website, listing of upcoming in-person and virtual events, informative blog posts, photos and trip summaries after each trip, hosting of recordings related to the planning process, virtual engagement stations and interactive maps)

Trips and Meetings

- 1) Additional in-person trips (8 hours): \$2800/day plus travel expenses (includes 2 people)
- 2) Additional in-person board or Council work sessions (90 minutes): \$1500/meeting plus travel expenses (includes prep time, 2 people attending, post meeting documentation)
- 3) Additional virtual board or Council briefing meetings (1 hr): \$500/meeting (includes prep time, PM attending)
- 4) Additional virtual review or coordination calls/meetings (1 hr): \$400/meeting (includes 2 people attending)
- 5) Add Principal-in-Charge to in-person trips (8 hours): \$2000/day plus travel expenses
- 6) Add Principal-in-Charge to virtual meetings (1 hr): \$230/meeting



7) Include professional photos and aerial photos of park facilities as part of the parks portion of the plan: \$1,650

Miscellaneous

- 1) Small Developer/Incremental Development Consulting: \$500/hr (virtual, 2 people)), \$3000 (half-day, in person, 2 people)
- 2) Implementation website design: \$4,000 (basic/static site) to \$10,000 (customized, interactive site)
- 3) Tactical placemaking/engagement activation project (pop-up park, temporary road diet/bike lane/intersection, etc) - \$15,000 -\$50,000 (cost depends on the scope, design and materials budget)

Hourly Rates:

Additional revisions and other requested tasks that are not specifically included in the Basic Scope of Services or itemized add-ons above shall be negotiated and completed using the following hourly rates. Any weekend hours would be paid at 1-1/2 times the hourly rate.

Principal	\$275
Associate	\$230
Creative Director	\$165
Sr Planner/PM	\$180
Civil Engineer	\$165
Civil EIT	\$135
Planner	\$135
Associate Planner	\$100
Data Analyst	\$100
Admin/Clerical	\$80

OPTIONAL POST-PROJECT SERVICES (NOT CURRENTLY REFLECTED IN PROJECT BUDGET)

The first year after a plan is adopted is critical – especially the first few months. The following services are additional tasks we would welcome the opportunity to assist the City with to help transition into implementation. Budget for these services is not included in the proposed fee, but if the City would like to consider these services later, we would be happy to discuss.

Zoning Ordinance Diagnostic and Update Support – For plan implementation to be successful, the tools (zoning and subdivision regulations, capital improvement planning, etc.) must support the plan's vision, goals and strategy. If desired, Verdunity can come on board for a limited timeframe to review the current ordinance for deficiencies that may work against a fiscally-based plan, assess the recommended updates for the ordinance, and provide advice/support in creating a final package of fully reviewed amendments that are consistent with and work best to execute the final adopted plan.

Implementation Summit – Also key to efficient and proper implementation of an adopted plan is kicking off the implementation process by bringing local partners, citizen groups,



subject matter experts, local agencies, and special interests to the table for a two-day workshop to review the implementation strategy in earnest and lay out responsibilities and ways to coordinate on completion of the steps allocated for the year ahead. This could be done annually as well. Verdunity has experience facilitating these types of events and can function as an impartial third party to ask key questions and probe to uncover problems and challenges while getting buy-in on solutions and a path forward.

Development Fiscal Impact Analysis (DFIA) Tool – One of the recommendations coming out of a fiscally-based plan like the one being proposed will be to develop and utilize a set of tools to evaluate the fiscal impact of proposed development and capital improvement projects. Upon completion of the plan, Verdunity can collaborate with staff to build customized input, analysis, and reporting tools that can be used to communicate the impacts of projects on critical fiscal metrics to aid in Council decisions and budgeting.

On-Call Implementation Support – Our team wants to make sure the recommendations in the plan are implemented and understands that sometimes staff won't have the capacity to continue driving things forward. As such, our team can be available to staff on an on-call retainer type basis to answer questions, provide additional resources, and execute certain implementation tasks as directed by staff.

END OF ADDITIONAL/OPTIONAL SERVICES

ATTACHMENT B - DETAILED SCHEDULE

Comprehensive + Parks Plan - City of Brady, TX

The work outlined in the Scope of Services will be completed within 15 months after receiving notice to proceed and once all data has been received by the consultant (see Data Request). The following schedule is based on an 15 month timeline for the Basic Services tasks and deliverables. Up to 2 additional months may be required dependent on scheduling around holidays and availability of City staff and officials for reviews and meetings. If the client fails to return review comments and information by project deadlines, the project timeline will be shifted to reflect the delay.

Items not listed in table which are ongoing responsibilities of Verdunty:

- a) Monthly progress reports and invoices
- b) Workshop and meeting agendas
- c) Slides and materials for meetings and workshops
- d) Monthly virtual progress meetings with client
- e) Itineraries, supply lists, and travel arrangements for trips
- f) Engagement summary updates after each activity/trip

Items not listed in table which are ongoing responsibilities of Client:

- a) Prompt clarifications or decisions when requested
- b) Responsiveness to questions, thorough in information provided
- c) Attendance and participation in regular twice-monthly virtual progress meetings
- d) Posting information and notices related to the project/process on City's social media and website (recommended 2-3x monthly)
- e) Compiling responses on social media on other official channels and providing to consultant monthly
- f) Providing prompt review and comments on draft deliverables

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
1: Assess	Month 1	• 1.A Survey 1 Draft	<ul style="list-style-type: none"> • Project setup • Project kickoff meeting • Preparation of Survey #1 • Data collection, review, organization • Assessment of existing conditions • Trip preparation • Research • LUFA work & analysis 	<ul style="list-style-type: none"> • Make arrangements for trip, including inviting appropriate contacts with 2-3 weeks' notice, arranging meeting places & related meals/refreshments, finalizing time and durations, making staff available, advertising elements intended for public or specific audiences, providing supplies as needed. • Widely & frequently promoting survey • Review of draft survey • Promotion of engagement opportunities & posting public notice in accordance with state law 	\$5,612 (+ reimbursable expenses)
Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
1: Assess	Month 2	<ul style="list-style-type: none"> • 1.B Survey 1 Final • 1.C Trip 1 itinerary • 1.D Trip 1 slide deck • 1.E Survey 2 draft 	<ul style="list-style-type: none"> • Data collection, review, organization • Research • LUFA work & analysis • Assessment of existing conditions • Budget review • Trip 1 (Kick-off) • Monitoring of Survey 1 	<ul style="list-style-type: none"> • Introductions to & assistance with local media & other means of coverage • Promotion of engagement opportunities & posting of public notice in accordance with state law • Provide staff assistance with & attendance at trip events • Ensuring notice, coordination, & attendance of virtual & in-person meetings • Widely & frequently promoting survey 	\$5,612 (+ reimbursable expenses)

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
1: Assess	Month 3	<ul style="list-style-type: none"> • 1.F Survey 2 final • 1.G Local Resources Inventory Draft • 1.H Concepts & Basics of Fiscal Sustainability deck • 1.I Survey 1 summary 	<ul style="list-style-type: none"> • Data collection, review, organization • Preparation for virtual presentation • Mapping & assessment of existing conditions • Concepts & Basics of Fiscal Sustainability (Zoom/virtual) • Initial plan outline • Research • LUFA work & analysis • Budget review • Monitoring, closing, summarizing Survey 1 	<ul style="list-style-type: none"> • Promotion of engagement opportunities & posting of public notice in accordance with state law • Widely & frequently promoting survey • Ensuring notice, coordination, & attendance of virtual & in-person meetings 	\$5,612 (+ reimbursable expenses)
Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
2: Explore	Month 4	<ul style="list-style-type: none"> • 2.A Survey 2 summary • 2.B Council visioning workshop deck • 2.C Survey 3 draft • 2.D Survey 3 final • 2.E Draft of Brady's fiscal sustainability picture deck 	<ul style="list-style-type: none"> • Supplementary data collection • Preparation for virtual workshop • Council Visioning Workshop (Zoom/virtual) • Analysis • Preparation of Survey 3 • Preparation of draft maps 	<ul style="list-style-type: none"> • Promotion of virtual meeting & posting of public notice in accordance with state law • Widely & frequently promoting survey • Ensuring notice, coordination, & attendance of virtual & in-person meetings 	\$7,224 (+ reimbursable expenses)

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
2: Explore	Month 5	<ul style="list-style-type: none"> • 2.F Draft Streets map • 2.G Draft Zoning map • 2.H Draft Public Land/Tax Exemptions map • 2.I Draft Parks & Trails map • 2.J Brady's fiscal sustainability picture deck • 2.K Draft vision statement 	<ul style="list-style-type: none"> • Supplementary data collection • Preparation for virtual workshop • Analysis • Brady's Fiscal Sustainability Picture Presentation (Zoom/virtual) • Preparation of vision statement • Preparation of draft maps 	<ul style="list-style-type: none"> • Promotion of virtual meeting & posting of public notice in accordance with state law • Widely & frequently promoting survey • Ensuring notice, coordination, & attendance of virtual & in-person meetings 	\$7,224 (+ reimbursable expenses)
Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
3: Organize	Month 6	<ul style="list-style-type: none"> • 3.A Survey 3 summary • 3.B Survey 4 draft • 3.C Survey 4 final 	<ul style="list-style-type: none"> • Analysis • Refinement of maps • Preliminary work on plan elements & text • Preparation of survey 4 • Finalization of survey 4 • Monitoring of survey 4 	<ul style="list-style-type: none"> • Widely & frequently promoting survey 	\$5,599.25 (+ reimbursable expenses)

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
3: Organize	Month 7	<ul style="list-style-type: none"> • 3.D Trip 2 itinerary • 3.E Survey 4 summary • 3.F Draft Future Land Use Map • 3.G Draft Areas of Opportunity Map • 3.H Draft Future Land Use Categories 	<ul style="list-style-type: none"> • Refinement of maps • Drafting and creation of maps • Drafting and creation of future land use elements • Preparation for Trip 2 • Preliminary work on plan elements & text 	<ul style="list-style-type: none"> • Make arrangements for trip, including inviting appropriate contacts with 2-3 weeks' notice, arranging meeting places & related meals/refreshments, finalizing time and durations, making staff available, advertising elements intended for public or specific audiences, providing supplies as needed. • Widely & frequently promoting survey • Promotion of engagement opportunities & posting public notice in accordance with state law" 	\$5,599.25 (+ reimbursable expenses)
Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
3: Organize	Month 8	<ul style="list-style-type: none"> • 3.I Trip 2 deck 	<ul style="list-style-type: none"> • Refinement of maps • Preliminary work on plan elements & text • Refinement of future land use elements • Plan text, graphic, and layout work • Trip 2 (Future Land Use & Parks) 	<ul style="list-style-type: none"> • Introductions to & assistance with local media & other means of coverage • Promotion of engagement opportunities & posting of public notice in accordance with state law • Provide staff assistance with & attendance at trip events • Ensuring notice, coordination, & attendance of virtual & in-person meetings • Widely & frequently promoting survey 	\$5,599.25 (+ reimbursable expenses)

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
3: Organize	Month 9	<ul style="list-style-type: none"> • 3.J Updated Future Land Use map & Future Land Use Categories language 	<ul style="list-style-type: none"> • Preliminary work on plan elements & text • Plan text, graphic, and layout work 	<ul style="list-style-type: none"> • Promotion of virtual meeting & posting of public notice in accordance with state law • Widely & frequently promoting survey • Ensuring notice, coordination, & attendance of virtual & in-person meetings 	\$5,599.25 (+ reimbursable expenses)
Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
4: Prioritize	Month 10	<ul style="list-style-type: none"> • 4.A Trip 3 itinerary 	<ul style="list-style-type: none"> • Finalizing of maps • Plan production work • Work on implementation strategy • Preparations for Trip 3 	<ul style="list-style-type: none"> • Make arrangements for trip, including inviting appropriate contacts with 2-3 weeks' notice, arranging meeting places & related meals/refreshments, finalizing time and durations, making staff available, advertising elements intended for public or specific audiences, providing supplies as needed. • Promotion of engagement opportunities & posting public notice in accordance with state law 	\$6,849.75 (+ reimbursable expenses)

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
4: Prioritize	Month 11	• 4.B Trip 3 deck	<ul style="list-style-type: none"> Finalizing of maps Plan production work Work on implementation strategy Preparations for Trip 3 Trip 3 (Implementation Strategy) 	<ul style="list-style-type: none"> Introductions to & assistance with local media & other means of coverage Promotion of engagement opportunities & posting of public notice in accordance with state law Provide staff assistance with & attendance at trip events Ensuring notice, coordination, & attendance of virtual & in-person meetings Widely & frequently promoting survey 	\$6,849.75 (+ reimbursable expenses)
Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
4: Prioritize	Month 12	• 4.C Draft Plan for review	<ul style="list-style-type: none"> Work on implementation strategy Plan production work 	<ul style="list-style-type: none"> Coordination of review, collecting of comments, and packaging/delivery of comments to consultant by deadline 	\$6,849.75 (+ reimbursable expenses)

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
4: Prioritize	Month 13		<ul style="list-style-type: none"> • Receive & look over review comments from client • Plan draft edits 	<ul style="list-style-type: none"> • Coordination of review, collecting of comments, and packaging/delivery of comments to consultant by deadline 	\$6,849.75 (+ reimbursable expenses)
Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
5: Adopt	Month 14	<ul style="list-style-type: none"> • 5.A Trip 4 itinerary 	<ul style="list-style-type: none"> • Receive & look over review comments from client • Plan draft edits • Comment review meeting with Staff (Zoom/virtual) • Final plan formatting (online & print) • Preparations for Trip 4 	<ul style="list-style-type: none"> • Coordination of review, collecting of comments, and packaging/delivery of comments to consultant by deadline • Make arrangements for trip, including inviting appropriate contacts with 2-3 weeks' notice, arranging meeting places & related meals/refreshments, finalizing time and durations, making staff available, advertising elements intended for public or specific audiences, providing supplies as needed. • Promotion of engagement opportunities & posting public notice in accordance with state law 	\$4,346.50 (+ reimbursable expenses)

Phase	Month of Completion	Deliverables	Important Tasks, Meetings/Trips	Client Responsibilities	Amount to Be Invoiced
5: Adopt	Month 15	<ul style="list-style-type: none"> • 5.B Trip 4 deck • 5.C Adopted plan deliverable package 	<ul style="list-style-type: none"> • Final plan formatting (online & print) • Trip 4 (Adoption) • Creating and packaging all elements of final deliverable package • Project closeout 	<ul style="list-style-type: none"> • Introductions to & assistance with local media & other means of coverage • Promotion of engagement opportunities & posting of public notice in accordance with state law • Provide staff assistance with & attendance at trip events • Ensuring notice, coordination, & attendance of virtual & in-person meetings • Widely & frequently promoting survey 	\$4,346.50 (+ reimbursable expenses)

City Council

City of Brady, Texas

Agenda Action Form

AGENDA DATE:	7/16/2024	AGENDA ITEM	7.B.
AGENDA SUBJECT:	Discussion, consideration and possible action directing staff regarding Interlocal Agreement with the City of Melvin for EMS services.		
PREPARED BY:	E. Corbell	Date Submitted:	6/28/24
EXHIBITS:	Melvin EMS Spreadsheet Draft Interlocal Agreement		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY MANAGER APPROVAL:			

SUMMARY: City Council and staff have met with the City of Melvin regarding the need for an interlocal agreement for EMS services inside the city limits of Melvin and have presented the City of Melvin with the attached number to budget for future payment of services. The City of Melvin has declined at this time to pay for EMS services or enter into the provided interlocal agreement.

RECOMMENDED ACTION: Direct staff, as desired.

INTERLOCAL COOPERATION AGREEMENT

between

THE CITY OF BRADY, TEXAS AND THE CITY OF MELVIN, TEXAS

This Agreement is entered into by and between the City of Brady, Texas (herein "City") a home rule municipality duly incorporated under the laws of the State of Texas and the City of Melvin, Texas, a general law Type B municipality duly incorporated under the laws of the State of Texas, (herein "Melvin") on this the ____ day of _____, _____ (the "Effective Date").

WHEREAS, the State of Texas, in the Interlocal Cooperation Act, has provided in Chapter 791 of the Texas Government Code, has authorized the City and Melvin to contract, to the greatest possible extent, with one another to jointly exercise services to increase the efficiency and effectiveness of their respective local governments; and

WHEREAS, the City and Melvin find it is in the public interest for the City to provide Emergency Medical Services and fire protection services.

NOW, THEREFORE, THE CITY AND MELVIN HEREBY AGREE AS FOLLOWS:

SECTION I **PURPOSE**

The purpose of this Agreement is to ensure that the Parties hereto provide Emergency Medical Services and fire protection services in a cooperative manner to the citizens of both the City and Melvin.

SECTION II **DUTIES AND RESPONSIBILITIES OF THE PARTIES AND AGREED FUNDING**

2.1 Fire and EMS Services.

- a. The City agrees to provide Fire Protection Services and Emergency Medical Service ("EMS") services to the residents of the City of Melvin, who live within the incorporated limits. EMS services for the purposes of this Agreement shall be defined as emergency ambulance services and shall include prehospital

transportation of persons in need of emergency medical care by trained and specially equipped personnel for that purpose.

- b. For the term of _____, 202___ through _____, 202___, for the EMS services, Melvin will pay the City _____:
- c. Future Terms. Not later than May 1, of each successive year, the City shall provide Melvin with itemized statement of Fire and EMS expenses for the prior fiscal year to determine the fee for the term to begin on October 1, 202___ and thereafter. Should the parties not be able to agree on the future term fee, the parties can agree that the fee will not be less than the fee paid for the prior term or the City may choose to discontinue EMS service in the City of Melvin. The decision to continue service shall be made on or before July 31, beginning in 202___ and continuing until this agreement is changed.

SECTION III **INDEPENDENT CONTRACTOR/LIABILITY**

3.1 At all times during the performance of this Agreement and in connection with any services rendered under this Agreement, both Parties shall be considered as independent contractors. No relationship of employer-employee is created by this Agreement or by the City's or Melvin's service. Melvin acknowledges that City is not obligated to provide Workers' Compensation Insurance or any other of the City's employee related insurance or benefits for Melvin personnel. The City acknowledges Melvin is not obligated to provide Workers' Compensation Insurance or any other of Melvin's employee related insurance or benefits for City personnel.

3.2 Pursuant to Chapter 791, Section 731.006(a) Melvin shall be responsible for any civil liability that arises from the furnishing of training, fire suppression, fire-fighting, ambulance services, hazardous materials response services, fire and rescue services, or paramedic services by City if such service is provided inside the incorporated city limits of the City of Melvin.

SECTION IV **NO PARTNERSHIP** **NO WAIVER OF SOVEREIGN IMMUNITY**

It is agreed that nothing herein contained is intended or should be construed as creating or establishing a partnership relationship between the parties, or as creating or establishing the relationship by either party as an agent, representative, or employee of the other party for any purpose or in any manner, whatsoever. No third party shall have the authority to seek to enforce, modify or bring action relating to the terms contained herein.

Nothing in this Agreement shall be construed as waiving either party's sovereign or governmental immunity as granted by the State of Texas.

SECTION V **MISCELLANEOUS**

5.1 Each party shall approve participation in this Agreement by the appropriate governmental body or authorized public officer.

5.2 Melvin and the City may not assign or amend all or any part of this Agreement without the prior written consent of each party.

5.3 The annual renewal and, if necessary, renegotiation of this Agreement shall be contingent upon the availability of current revenue funds. If sufficient funds are not allocated by the City or Melvin as provided for in this Agreement, either Party may terminate this Agreement on thirty (30) days' notice to the other Party.

5.4 This Agreement may be terminated or renegotiated in the event of changed state regulations that affect the parties' performance under this Agreement.

5.5 All notices under this Agreement shall be in writing and may be either hand delivered or sent by certified mail, postage prepaid, return receipt requested, to the following addresses:

CITY: Honorable Anthony Groves
Mayor of the City of Brady

MELVIN: Marelina Brown
Mayor

5.6 The waiver by any party of a breach of the Agreement shall not constitute a continuing waiver of such breach or of a subsequent breach of the same or different provision.

5.7 Each party shall be excused from any breach of this Agreement that is proximately caused by action by the Legislature of the State of Texas, war, strike, acts of God, or other similar circumstances or events normally deemed outside the control of the non-performing party.

5.8 The City and Melvin shall not discriminate based on creed, age, race, religion, disability, or gender and shall abide by all local state, and federal laws prohibiting discrimination.

SECTION VI **SEVERABILITY**

The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held to be invalid or contrary to the law by a court of competent jurisdiction or contrary to any rule or regulation in the remaining portions of the Agreement, it shall not affect, impair or invalidate this Agreement as a whole or any provision hereof not declared to be invalid or contrary to law. However, upon the occurrence of such event, either party may terminate this Agreement forthwith upon the delivery of written notice of termination to the other party.

SECTION VII **ENTIRE AGREEMENT: REQUIREMENT OF AUTHORITY IN WRITING**

It is understood and agreed that the entire Agreement of the parties is contained herein

and that this Agreement supersedes all oral or written Agreements and negotiations between the parties relating to the subject matter hereof as well as any previous Agreement presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties. **NO OFFICIAL, AGENT, EMPLOYEE, OR REPRESENTATIVE OF THE CITY OR MELVIN HAS ANY AUTHORITY TO ALTER, AMEND, OR MODIFY THE TERMS OF THIS CONTRACT, EXCEPT IN ACCORDANCE WITH SUCH EXPRESS WRITTEN AUTHORITY AS MAY BE GRANTED BY THE RESPECTIVE CITY.**

SECTION VIII
VENUE

The parties agree that this Agreement is fully performable in McCulloch County, Texas, and further agree that venue for any litigation arising out of or relating to this Agreement must be filed in a court of competent jurisdiction located in McCulloch County, Texas.

SECTION IX
TERM

Expressly subject to the provisions of Section II, 2.1 D, this Agreement will become effective _____, 202___ and will expire on _____, 202___. This Agreement shall thereafter automatically renew under the same terms and conditions for additional one year terms, unless terminated by either party. Either party may terminate, with or without cause, by giving at least thirty (30) days written notice to the other party.

SECTION X
EXECUTION

IN WITNESS WHEREOF, the parties hereto have signed or have caused their respective names to be signed and effective on the ___ day of _____, 202___.

FOR THE CITY OF BRADY:

by: _____

Mayor Anthony Groves

Date: _____

FOR THE CITY OF MELVIN, TEXAS:

by: _____

Marelina Brown, Mayor

Date: _____

EMS Statistics

Call Volume

Total	City	Other	Melvin	Melvin %
1094	849	234	11	1.01%

Billable Status

	Billable	Non-Billable	Total Calls
County	9	2	11
City/Other	663	420	1083
	672	422	

% of Melvin Calls that are billable	81.82%	% to Total Billable Calls	1.34%
% of Melvin Calls that are non-billable	18.18%	% to Total Non-Billable Calls	0.47%

Financial Breakdown

	Billed Amount for Calls	Contractual Reduction	Net Charge	Payment	Balance
Total	1,135,055.20	458,711.34	676,343.86	313,904.98	154,503.00
Melvin	18,290.00	8,131.97	\$ 10,158.03	3,846.41	5,861.62
%	1.61%	1.77%	1.50%	1.23%	3.79%

Write-off

Total	207,935.90
County	852.44
%	0.41%

EMS Revenues (Including Service Collections)	320,433.98
EMS Expenses (Excluding Fire)	1,851,972.31
Net Revenue Over/(Under) Expenditures	(1,531,538.33)

If percentage of calls is applied 13,659.59

Alternate Formula

Percent of total expenses	18,704.92
Melvin payments from Ins and private pay	3,846.41
County percent of RAC grant	157.18
	14,701.33

Center Center Meals Served
Director Rosie Aguirre
Monthly Report October 2023-September 2024

SERVICES	FISCAL YEAR 2023-2024												
	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	711	683	603	677	631	724	753	859	762				
Home Delivered Meals	911	746	723	710	730	672	733	713	604				
Total Meals	1,622	1,429	1,326	1,387	1,361	1,396	1,486	1,572	1,366	-	-	-	-
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 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	433	550	503	617	625	570	824	639	6,561
Home Delivered Meals	669	697	692	679	660	989	853	984	925	850	1,026	894	9,918
Total Meals	1,123	1,126	1,148	1,140	1,093	1,539	1,356	1,601	1,550	1,420	1,850	1,533	16,479
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.													

Monthly Report
FY 2024

Item	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	TOTAL
Rounds	141	114	82	50	99	241	188	195	232				
Green Fees	\$ 2,068.00	\$ 1,661.00	\$ 1,202.00	\$ 766.00	\$ 1,423.00	\$ 4,296.00	\$ 2,768.00	\$ 3,402.00	\$ 4,742.00				
Membership Rounds	331	299	297	154	304	337	300	283	300				
Student Rounds	7	8	10	9	7	97	20	51	35				
Total Rounds	479	421	389	213	410	685	508	529	567				
Trail Fee													
Trail Fee Revenues													
Cart Rentals	101	65	54	45	86	151	128	134	176				
Cart Revenue	\$ 1,693.74	\$ 1,219.49	\$ 1,016.20	\$ 799.44	\$ 1,409.19	\$ 2,655.80	\$ 2,249.30	\$ 2,167.99	\$ 3,184.23				
Cart Shed Rental													
Vending Revenue	\$ 725.94	\$ 761.82	\$ 366.65	\$ 309.89	\$ 698.81	\$ 1,112.13	\$ 1,205.62	\$ 1,167.21	\$ 1,850.76				
Memberships	99	37	41	22	40	31	47	19	35				
Membership Fees	\$ 20,690.00	\$ 4,800.00	\$ 2,920.00	\$ 960.00	\$ 1,715.00	\$ 1,585.00	\$ 2,315.00	\$ 930.00	\$ 1,585.00				
Driving Range	31	17	21	15	34	42	44	40	39				
Range Revenue	\$ 112.40	\$ 60.00	\$ 69.15	\$ 60.60	\$ 147.50	\$ 179.75	\$ 184.95	\$ 142.75	\$ 127.90				
Misc.													
Total Revenue	\$ 25,290.08	\$ 8,502.31	\$ 5,574.00	\$ 2,895.93	\$ 5,393.50	\$ 9,828.68	\$ 8,722.87	\$ 7,809.95	\$ 11,489.89				

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
6/1/2024	\$221.85	\$198.60	\$113.22	\$110.22
6/2/2024	\$328.65	\$114.40	\$400.42	\$109.92
6/3/2024	\$0.00	\$0.00	\$0.00	\$0.00
6/4/2024	\$125.07	\$74.82	\$51.56	\$15.06
6/5/2024	\$4.50	\$3.00	\$37.02	\$15.52
6/6/2024	\$27.14	\$13.39	\$244.39	\$134.89
6/7/2024	\$249.38	\$107.38	\$583.95	\$245.45
6/8/2024	\$107.61	\$46.11	\$457.89	\$166.64
6/9/2024	\$102.71	\$25.21	\$146.89	\$66.89
6/10/2024	\$0.00	\$0.00	\$0.00	\$0.00
6/11/2024	\$86.54	\$65.04	\$99.85	\$60.35
6/12/2024	\$16.46	\$11.46	\$77.59	\$36.59
6/13/2024	\$637.35	\$10.85	\$90.56	\$35.56
6/14/2024	\$60.57	\$30.57	\$201.72	\$76.72
6/15/2024	\$141.37	\$33.12	\$257.68	\$102.68
6/16/2024	\$327.25	\$127.50	\$545.28	\$158.28
6/17/2024	\$0.00	\$0.00	\$0.00	\$0.00
6/18/2024	\$45.60	\$40.60	\$25.95	\$25.45
6/19/2024	\$87.30	\$43.55	\$64.20	\$39.45
6/20/2024	\$19.33	\$14.83	\$146.94	\$88.19
6/21/2024	\$47.91	\$22.91	\$358.24	\$170.99
6/22/2024	\$66.42	\$34.92	\$509.65	\$204.65
6/23/2024	\$42.33	\$35.83	\$176.36	\$68.36
6/24/2024	\$0.00	\$0.00	\$0.00	\$0.00
6/25/2024	\$50.15	\$36.40	\$124.03	\$56.78
6/26/2024	\$114.56	\$76.81	\$85.64	\$47.64
6/27/2024	\$70.24	\$40.74	\$129.14	\$59.64
6/28/2024	\$44.27	\$31.27	\$135.07	\$85.07
6/29/2024	\$210.59	\$123.09	\$669.80	\$231.30
6/30/2024	\$110.86	\$39.36	\$497.73	\$162.73
Total	\$3,346.01	\$1,401.76	\$6,230.77	\$2,575.02

Manager Signature

Total Gross Sales: \$9,576.78

TO: BRADY CITY COUNCIL
FROM: RANDY BATTEN, CHIEF OF POLICE
THROUGH: ERIN CORBELL, CITY MANAGER



SUBJECT: MONTHLY POLICE REPORT
FISCAL YEAR 2022-2023

CALLS 2023-2024	OCT	NOV	DEC	JAN	FEB	MAR	APR
RUNS	79	70	102	100	114	108	96
INSURANCE	33	29	54	63	69	66	45
ALS	33	35	59	57	68	67	55
BLS	28	26	45	30	37	29	36
ALS FALL	1	5	8	7	3	9	4
BLS FALL	3	5	13	10	9	11	6
TRAUMA	20	12	28	13	15	23	8
TRAUMA DEATH	0	0	1	0	1	2	0
D.O.A.	0	1	1	2	2	2	2
M.V.A. CITY	3	2	3	3	2	2	3
M.V.A. COUNTY	3	3	10	2	1	4	2
FIRE CITY	2	3	3	4	4	6	4
FIRE COUNTY	2	1	2	4	1	3	3
HELICOPTER	1	1	4	2	1	2	4
HELICOPTER REFUSAL	0	0	0	0	0	0	0
COUNTY CALLS	8	14	18	14	9	15	12
CANCEL	2	2	0	2	3	1	2
TRANSFER	0	0	0	0	0	0	0
REFUSAL	26	22	33	24	25	21	29
GAS LEAK	0	0	0	0	1	0	0
MEDICAL ALARM	1	3	0	1	0	0	2
FIRE ALARM	0	0	1	1	3	0	0
LIFT ASSIST	0	0	0	0	0	0	0
OVER 20 MINUTES	9	10	19	17	18	19	10
OTHER	1	1	0	0	0	2	0
B.V.F.D. CITY	1	0	3	4	2	1	1
B.V.F.D. COUNTY	6	3	11	5	5	5	5

MAY	JUNE	JULY	AUG	SEPT	TOTALS	
88	85					RUNS
41	30					INSURANCE
40	40					ALS
31	38					BLs
8	2					ALS FALL
8	14					BLs FALL
6	21					TRAUMA
0	0					TRAUMA DEATH
1	0					D.O.A.
1	1					M.V.A. CITY
1	5					M.V.A. COUNTY
8	1					FIRE CITY
6	3					FIRE COUNTY
0	1					HELICOPTER
0	0					HELICOPTER REFUSAL
10	19					COUNTY CALLS
0	5					CANCEL
0	0					TRANSFER
31	31					REFUSAL
0	0					GAS LEAK
1	2					MEDICAL ALARM
2	0					FIRE ALARM
0	1					LIFT ASSIST
3	14					OVER 20 MINUTES
0	0					OTHER
4	3					B.V.F.D. CITY
7	4					B.V.F.D. COUNTY

2024 RUNS

TO: BRADY CITY COUNCIL

FROM: LETHA MOORE

THROUGH: ERIN CORBELL, ACTING CITY MANAGER

SUBJECT: MONTHLY ANIMAL CONTROL REPORT

FISCAL YEAR 2023-2024

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
Number of Calls	89	134	122	174	173	115	207	176	119				1309
Feral Cats Picked Up	10	66	16	4	35	27	48	36	46				288
Stray Dogs Picked Up	19	13	5	26	18	5	20	19	20				145
Owner Surrendered Dogs	4	0	0	0	0	0	10	0	0				14
Stray Cats Picked Up	0	0	0	0	0	0		0	0				0
Owner Surrendered Cats	0	0	0	1	0	0	0	0	0				1
Bite Reports	0	0	1	1	0	0	1	1	0				4
Dogs Deemed Dangerous	0	0	0	0	0	0		0	0				0
Hit by Car Picked Up	0	0	0	0	0	0		0	1				1
Owner Reclaims	0	0	1	5	5	1		0	4				16
Euthanized Total	2	4	9	4	26	19	10	22	48				144
Rescue Pull Total	18	69	19	10	11	29	52	10	12				230
Wildlife Pick Up	1	0	1	1	0	9		0	1				13
Quarantine	0	0	0	0	0	0		0	0				0
Shelter Intake Total	0	8	21	30	0	0	68	0	0				127
Roadkill	3	0	0	6	1	2	1	1	0				14
Citations	1	0	0	0	2	0	6	0	0				9
Warnings	1	0	2	3	1	0		0	4				11
Adoptions	1	8	0	2	0	0		0	0				11
Chickens/Roosters							13	0	0				13
Total Calls	149	302	197	267	272	207	436	265	136	0	0	0	2231

Building Permit Department

Monthly Report

FY 2024

Item	FY19	FY20	FY21	FY22	FY23	FY24
Commercial Acc Structure	1	2	1	0	1	
Commercial Addition	1	4	2	1	7	
Commercial Electrical	11	12	12	15	15	
Commercial Gas	1	1	0	0	0	
Commercial Mech/HVAC	4	7	6	10	6	
Commercial Plumbing	15	9	21	20	25	
Commercial Remodel	5	3	5	9	7	
Commercial Demolition	0	0	1	3	3	
Commercial Sign	1	4	1	2	10	
Commercial Screening	0	0	0	0	1	
New Commercial Bldg						
Commercial Cert of Occup	9	8	14	25	14	
Customer Service Inspection	1	1	1	0	0	
PZ-Subdivision	1	0	0	5	0	
PZ - Zoning Request	1	1	1	7	5	
Driveway/ Curb Cut	1	0	3	2	4	
Residential Accessory Bldg.	2	8	7	11	6	
Residential Additions	7	6	2	3	9	
Residential Demo- Owner	2	0	0	1	3	
Residential Demo- City	0	0	0	0	0	
Residential Electrical	46	80	61	74	86	
Residential Fence	9	12	13	19	25	
Residential Gas	16	2	4	1	0	
Residential Mech/HVAC	13	28	17	13	14	
New Residential Bldg	0	1	2	1	3	
Residential Plumbing	29	73	65	82	104	
Residential Remodel	10	22	13	24	36	
On-Site Sewage Facility					1	
Special Use	14	14	40	53	60	
Monthly Total	200	298	292	381	445	0

OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	TOTAL
												0
1	2		1		1				1			6
1	2		3	3	1	6	2	2				20
							1					1
4		1	1	2	1	1	1	2				13
1			2	5	2	3	2					15
2			1	3		3	1					10
									1			1
	1			1		2		1				5
			1									1
					1	1	1	1				4
2	1	2	1	5	4	2	1					18
												0
1												1
			1				1					2
				1								2
2		1				1	2	2				8
2		1			2	1	3	1				10
				1	1			2				4
					0							0
2	13	7	5	5	8	1	10	5				56
1		3		6	1	3		1				15
						1	1	1				3
2	3	3	2		7	1	5	3				26
					1							1
6	5	15	6	7	9	8	2	7				65
	1	4	2	1	1	2	3	5				19
1												1
1	2	4	6	9	5	4	2	3				36
27	31	41	34	47	46	46	38	33	0	0	0	343

Code Enforcement Monthly Case Load FY 2024

Violations	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24
Background Info Cases	0	0	0	0	0	
Building Code Violations	1	0	0	2	3	
Dangerous Premises	1	3	1	11	17	
Depositing, Dumping, Burning	0	4	0	9	1	
Home Occupation Violation	0	0	0	0	0	
Junk and Unsightly Matter	106	65	101	60	37	
Junked Vehicle, Nuiance	85	49	66	52	15	
Minimum Housing Standards	10	0	0	6	19	
Noise Prohibited, Animals	7	5	0	2	2	
Non-Residential Open Storage	0	0	0	0	0	
Obstruction of Drainageway	0	0	0	0	0	
Permit Required	2	0	0	2	3	
Pool Enclosure	0	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 Yard	0	0	0	0	0	
Refrigerators and Air Tight Containers	0	0	0	3	0	
Residential Open Storage	3	2	1	1	0	
Residential Setbacks	0	0	0	0	0	
Residential RVs - No Residence	1	3	0	5	3	
Sight Visibility	0	1	0	0	0	
Unsanitary Conditions	0	3	2	30	14	
Weeds and Vegetation	68	28	43	35	40	
Abandon Vehicle				2	0	
Parking in Alley				2	0	
Parking of Large Trucks, Trailers...				2	1	
Parking 72 hrs Prohibited				9	1	
Garbage, Tires				15	0	
Cover Securely				1	0	
Meter Tampering/Damage Fees				2	7	
Utilities Disc. For Plumbing violations				1	1	
Keeping Roosters Prohibited					6	
RVs and Travel Trailers Not Allowed					2	
Number of Cats and Dogs Allowed						
Keeping Animals in Front Yard						
Zoning Ord. Use Regs Violations	0	0	0	1	0	
TOTALS	284	163	214	253	172	

OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	TOTALS
				1								
3	3	2	1		4	1		20				
		1										
			2									
7		9	6	1	6	4		5				
2		3	6	1	6	6		4				
12		3	8		8	6		1				
1		2	1	1		1		2				
					1							
3	5		2		1			1				
7	6	4	3	1	6	6		8				
1	1	6	2									
1			1									
			1									
				1		2		2				
				1								
					1							
						1						
1			1									
36	15	26	35	13	32	27	0	43	0	0	0	

Cases

Open Cases at the Start of Month	611	425	636	476	348	
Complaints	11	2	1	18	30	
Pro-Active - Self Initiated	168	111	151	131	43	
Total New Cases	179	113	151	148	73	
Inspections Performed				236	421	
Closed Cases	238	57	133	173	74	
Citations	1	7	4	12	20	
Open Cases at the End of Month	552	564	621	451	347	

Utility Inspections						
Animal Control						

Building Permit Department
Monthly Report
FY 2024

Item	FY19	FY20	FY21	FY22	FY23	FY24
Commercial Acc Structure	1	2	1	0	1	
Commercial Addition	1	4	2	1	7	
Commercial Electrical	11	12	12	15	15	
Commercial Gas	1	1	0	0	0	
Commercial Mech/HVAC	4	7	6	10	6	
Commercial Plumbing	15	9	21	20	25	
Commercial Remodel	5	3	5	9	7	
Commercial Demolition	0	0	1	3	3	
Commercial Sign	1	4	1	2	10	
Commercial Screening	0	0	0	0	1	
New Commercial Bldg						
Commercial Cert of Occup	9	8	14	25	14	
Customer Service Inspection	1	1	1	0	0	
PZ- Subdivision	1	0	0	5	0	
PZ - Zoning Request	1	1	1	7	5	
Driveway/ Curb Cut	1	0	3	2	4	
Residential Accessory Bldg.	2	8	7	11	6	
Residential Additions	7	6	2	3	9	
Residential Demo- Owner	2	0	0	1	3	
Residential Demo- City	0	0	0	0	0	
Residential Electrical	46	80	61	74	86	
Residential Fence	9	12	13	19	25	
Residential Gas	16	2	4	1	0	
Residential Mech/HVAC	13	28	17	13	14	
New Residential Bldg	0	1	2	1	3	
Residential Plumbing	29	73	65	82	104	
Residential Remodel	10	22	13	24	36	
On-Site Sewage Facility				1		
Special Use	14	14	40	53	60	
Monthly Total	200	298	292	381	445	0

OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	TOTAL
												0
1	2		1		1			1				6
1	2		3	3	1	6	2	2				20
						1						1
4		1	1	2	1	1	1	2				13
1			2	5	2	3	2					15
2			1	3		3	1					10
								1				1
	1			1		2		1				5
			1									1
					1	1	1	1				4
2	1	2	1	5	4	2	1					18
1												0
			1									1
				1				1				2
		1										2
2		1			1	2	2					8
2		1		2	1	3	1					10
			1	1			2					4
			0									0
2	13	7	5	5	8	1	10	5				56
1	3		6	1	3			1				15
						1	1	1				3
2	3	3	2		7	1	5	3				26
					1							1
6	5	15	6	7	9	8	2	7				65
1	4	2	1	1	2	3	5					19
1												1
1	2	4	6	9	5	4	2	3				36
27	31	41	34	47	46	46	38	33	0	0	0	343

Municipal Court Monthly Report

JUNE 2024

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:	3,310	1	0	1,386	9	98
a. Active Cases	1,736	1	0	963	6	79
b. Inactive Cases	1,574	0	0	423	3	19
2. New Cases Filed	31	0	0	20	0	0
3. Cases Reactivated	12	0	0	2	0	0
4. All other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	1,779	1	0	985	6	79
6. Dispositions Prior to Court Appearance or Trial:						
a. Uncontested Dispositions	35	0	0	7	0	1
b. Dismissed by Prosecution	0	0	0	0	0	0
7. Dispositions at Trial:						
a. Convictions:						
1) Guilty Plea or Nolo Contendere	1	0	0	0	0	1
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	3					
b. After Deferred Disposition	1	0	0	0	0	0
c. After Teen Court	0	0	0	0	0	0
d. After Tobacco Awareness Course					0	
e. After Treatment for Chemical Dependency				0	0	
f. After Proof of Financial Responsibility	0					
g. All other Transportation Code Dismissals	1	0	0	0	0	1
9. All other Dispositions	0	0	0	0	0	0
10. Total Cases Disposed	41	0	0	7	0	3
11. Cases Placed on Inactive Status	17	0	0	3	0	1
12. Total Cases Pending End of Month:	3,300	1	0	1,399	9	95
a. Active Cases	1,721	1	0	975	6	75
b. Inactive Cases	1,579	0	0	424	3	20
13. Show Cause Hearings Held	0	0	0	0	0	0
14. CasesAppealed:						
a. After Trial	0	0	0	0	0	0
b. Without Trial	0	0	0	0	0	0
Additional Activity		Total				
Cases in Which a Fine and Court Costs Satisfied by Community Service						
a. Partial Satisfaction		2				
b. Full Satisfaction		1				
Cases in Which Fine and Court Costs Satisfied by Jail Credit		0				
Cases in Which Fine and Court Costs Waived for Indigency		20				
Amount of Fines and Court Costs Waived for Indigency		\$0.00				
18. Fines, Court Costs and Other Amounts Collected:						
a. Kept By City		\$5,171.76				
b. Remitted to State		\$2,866.92				
c. Total		\$8,038.68				
Arrest Warrants Issued		24				

Civil Section	Total Cases
1. Total Cases Pending First of Month	340
a. Active Cases	292
b. Inactive Cases	48
2. New Cases Filed	19
3. Cases Reactivated	0
4. All other Cases Added	0
5. Total Cases On Docket	311
6. Uncontested Civil Fines or Penalties	6
7. Default Judgments	0
8. Agreed Judgments	0
9. Trial/Hearing by Judge/Officer	0
10. Trial By Jury	0
11. Dismissed for Want of Prosecution	0
12. All Other Dispositions	0
13. Total Cases Disposed	6
14. Cases Placed on Inactive Status	0
15. Total Cases Pending End of Month:	353
a. Active Cases	305
b. Inactive Cases	48
16. CasesAppealed:	
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	4
3. Driving Under the Influence of Alcohol Cases Filed	0
4. Drug Paraphernalia Cases Filed	0
5. Tobacco Cases Filed	2
6. Truancy Cases Filed	0
7. Education Code (Except Failur to Attend) Cases Filed	0
8. Curfew	0
9. All other Non-Traffic Fine- Only Cases Filed	3
10. Transfer to Juvenile Court:	
a. Mandatory Transfer	0
b. Discretionary Transfer	0
11. Accused of Contemp and Referred to Juvenile Court	0
12. Held in Contempt by Criminal Court	0
13. Juvenile Statement Magistrate Warning:	
a. Warnings Administered	0
b. Statements Certified	0
14. Detention Hearings Held	0
15. Orders for Non-Secure Custody Issues	0
16. Parents Contributing to Nonattendance Cases Filed	0

Presiding Judge: Justin Tyler Owens

Prepared by Court Clerk Valerie Gonzalez

Official Report Submitted to The Office of Court Administration 07-08-2024