

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: February 11, 2014		DATE SUBMITTED: January 29, 2014	
DEPARTMENT OF ORIGIN: CMO		SUBMITTED BY: Joey Dunn	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input checked="" type="checkbox"/> STATUTORY		<input checked="" type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE
AGENDA ITEM DESCRIPTION: Consideration of a proposed Resolution and Contract for Services with the Downtown Bryan Association (DBA) in an amount not to exceed \$123,750 effective for the period of February 16, 2014, and extending through September 30, 2014, for a total of \$165,000 to DBA from Fiscal Year 2014.			
SUMMARY STATEMENT: On November 18, 2013, City Council approved a short-term contract in the amount of \$41,250 to allow continued operation of the DBA for the first quarter of Fiscal Year 2014 (FY14), extending from October 1, 2013 through February 15, 2014. At the January 28, 2014, City Council Workshop, DBA representatives presented current DBA activities and a preliminary proposal for the next Texas Reds Steak & Grape Festival.			
DBA currently requests funding approval for \$123,750, the remaining amount of FY14 funds for a total of \$165,000. The \$165,000 is being used to support staffing and general activities of the DBA, not specific to Texas Reds. The final Texas Reds budget will be presented prior to April 1, 2014, for separate consideration.			
A portion of the total FY14 funding in the amount of \$120,000 will come from the City's Hotel Occupancy Tax (HOT) Fund, which requires approval of the DBA's FY2014 operating budget. The remaining amount of \$45,000 will come from the City's General Fund.			
The DBA's FY14 operating budget reflects an entire fiscal year of revenues and expenditures, including an amount of \$165,000 from the City of Bryan. This Council Action Form includes consideration of two items: a proposed contract between the City and DBA, and a proposed resolution approving the DBA FY2014 budget.			
STAFF ANALYSIS AND RECOMMENDATION: Staff recommends approving this resolution and contract for the remainder of FY14, which is from February 16, 2014, through September 30, 2014. The proposed contract allows DBA to continue to operate and employ its staff while the final scope and funding for the next Texas Reds Festival are finalized and presented later for separate consideration by the City Council. The City's ongoing partnership with DBA provides the Downtown merchants and property owners a conduit to communicate as an organized group with the City. Furthermore, DBA assists with events and activities that promote tourism and attract visitors to Downtown Bryan.			
OPTIONS (In Suggested Order of Staff Preference):			
<ol style="list-style-type: none"> 1. Approve the Resolution and Contract for Services 2. Modify the Resolution and/or Contract for Services for approval, which may require consideration at a future City Council meeting and further negotiation with DBA 3. Do not approve the Resolution and Contract for Services 			

ATTACHMENTS:

1. Resolution
2. Resolution Exhibit "A" DBA FY14 Annual Budget (separate pdf file)
3. Resolution Exhibit "B" Contract for Services (available for viewing in City Secretary's Office and an unsigned version is attached)

FUNDING SOURCE: This contract would provide funding from the City to DBA for the remaining three quarters of FY14. The remaining amounts from General Fund and Hotel Occupancy Tax Funds are as follows:

1. General Fund: \$33,750 (total of \$45,000 in FY14)
2. Hotel Occupancy Tax Fund: \$90,000 (total of \$120,000 in FY14)

The total funding amount of \$165,000 is in keeping with the FY14 Budget adopted by City Council.

APPROVALS: Hugh R. Walker, 01/31/2014

APPROVED FOR SUBMITTAL: CITY MANAGER Kean Register, 02-03-2014

APPROVED FOR SUBMITTAL: CITY ATTORNEY Janis K. Hampton, 02-03-2014

Revised 05/2013

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRYAN, TEXAS, APPROVING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2013, AND ENDING SEPTEMBER 30, 2014, INCLUSIVE, FOR THE DOWNTOWN BRYAN ASSOCIATION (DBA) WITH TOTAL EXPENDITURES OF \$292,850.00 AND REVENUES IN THE COMBINED TOTAL AMOUNT OF \$292,850.00; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bryan (CITY) and the Downtown Bryan Association (DBA) are partnering to revitalize and maintain the commercial and aesthetic viability of the historic business district of downtown Bryan; and

WHEREAS, the DBA also provides support for tourism in the City of Bryan; and

WHEREAS, the CITY plans to utilize hotel/motel tax revenues to support the operations of the DBA; and

WHEREAS, the CITY is required to approve the budget of the DBA; and

WHEREAS, the CITY and the DBA wish to enter into a contract for services for the period beginning February 16, 2014 and extending through September 30, 2014.

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

1.

The budget for the fiscal year beginning October 1, 2013 and ending September 30, 2014, with combined expenditures in the sum of \$292,850.00 and combined revenues in the sum of \$292,850.00 be approved as indicated in the accompanying Exhibit "A" DOWNTOWN BRYAN ASSOCIATION Proposed 2013-2014 Budget.

2.

Expenditures shall conform to the provisions of Chapter 351.101 of the Texas Revised Civil Statutes.

3.

The Mayor is authorized to sign the CONTRACT FOR SERVICES between the City of Bryan and the Downtown Bryan Association, attached hereto as Exhibit "B", providing for funding for the DBA in the amount of \$123,750.00 for the period beginning February 16, 2014, and extending through September 30, 2014.

4.

This Resolution shall go into effect February 16, 2014.

APPROVED AND AOPTED at a regular meeting of the City Council of the City of Bryan, Texas, on this ____ day of _____, 2014.

ATTEST:

CITY OF BRYAN:

Mary Lynne Stratta, City Secretary

Jason P. Bienski, Mayor

APPROVED AS TO FORM:

Janis K. Hampton, City Attorney