



**NOTICE OF MEETING OF THE
CITY COUNCIL
TUESDAY, MARCH 21, 2023 – 6:00 PM
COUNCIL CHAMBERS ROOM 1098
405 E. LOOP STREET, BUILDING 100
BUDA, TX 78610**

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Regular City Council Meeting** of the City of Buda, TX, will be held at which time the following subjects will be discussed and may be acted upon.

A. CALL TO ORDER

Please turn off your cell phone when you approach the podium.

B. INVOCATION

Chaplain Don Muchow with Buda Police Dept & Bethany Lutheran; Buda Ministerial Alliance

C. PLEDGE OF ALLEGIANCE

D. ROLL CALL

E. ITEMS OF COMMUNITY INTEREST

E.1 [Selected list of upcoming local events and activities.](#)

F. PROCLAMATIONS

G. PUBLIC COMMENT / PUBLIC TESTIMONY

Members of the public who wish to participate in Public Comment must complete a form and turn it into the City Clerk before the period provided for Public Comment is called for consideration by the presiding officer. Members of the public who wish to participate during the Public Testimony period provided for any item on the agenda must complete a form and turn it into the City Clerk before the item they wish to participate in is called for consideration by the presiding officer.

H. EXECUTIVE SESSION

H.1 The Council will recess its open session and convene into executive session pursuant to Texas Government Code Chapter 551 on the following:

1. Sections 551.071 (Consultation with Attorney) and 551.072 (Deliberation Regarding Real Property) regarding the acquisition and associated actions for certain properties for the Old Black Colony Road Elevated Tank Site and the proposed Persimmon development (Bailey/Armbruster projects)
2. Sections 551.071 (Consultation with Attorney) and 551.074 (Personnel Matters) pertaining to the duties of the City Manager
3. Section 551.071(2) (Consultation with Attorney) regarding the legal rights of the Buda EDC under the 2022 performance agreement with Valentina's Tex Mex BBQ and legal advice regarding an additional proposed 2023 performance agreement with Valentina's Tex Mex BBQ
4. Section 551.087 (Economic Development Negotiations) regarding Valentina's Tex Mex BBQ

I. RECONVENE INTO REGULAR SESSION AND TAKE ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

- I.1 Deliberation and possible action on the first reading of a Resolution to approve the execution of a performance agreement with Valentina's Tex Mex, BBQ, LLC, in a form approved by the EDC attorney, to provide additional financial incentives not to exceed \$285,000.00 and providing for performance benchmarks (BEDC Executive Director Jennifer Storm) [PUBLIC TESTIMONY]
- I.2 Deliberation and possible action to authorize a budget amendment approving additional expenditures for Large Business Incentives/Project(s) in the amount of \$285,000.00. (BEDC Executive Director Jennifer Storm) [PUBLIC TESTIMONY]
- I.3 Deliberation and possible action on the first reading of a Resolution amending the 2022 performance agreement with Valentina's Tex Mex, BBQ, LLC to extend the project completion and opening deadlines (BEDC Executive Director Jennifer Storm) [PUBLIC TESTIMONY]

J. CONSENT AGENDA [PUBLIC TESTIMONY]

All matters listed under this item are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by any Council Member on any item, that item will be removed from the consent agenda and will be considered separately.

- J.1 [Approval of the February 21, 2023, March 1, 2023, and March 2, 2023 City Council Minutes \(City Clerk Alicia Ramirez\)](#)
- J.2 [Approval of funding Hotel Occupancy Tax Reimbursement Grants for the 26th Annual Buda Lions Club Country Fair and Wiener Dog Races and 3rd annual summer musical production of Grease the Musical \(Destination Services Director Lysa Gonzalez\)](#)

K. REGULAR AGENDA

- K.1 [Deliberation and possible action to nominate and appoint members to the Charter Review Committee \(City Clerk Alicia Ramirez\) \[PUBLIC TESTIMONY\]](#)

L. CITY MANAGER'S REPORT

COVID-19, 2014 & 2021 Bond Program, Capital Improvement Projects, Destination Services Projects, Developments, Drainage Projects, Engineering Department, Finance Department, General/Special Election, Grant Related Projects, Human Resources, Law Enforcement, Legislative Update, Library Projects, Main Street Program, Parks & Recreation Department, Planning Department, Redistricting Program, Road Projects, Status-Future Agenda Request, Special Projects, Transportation, Wastewater Projects, and Water Projects (City Manager Micah Grau)

M. CITY COUNCIL'S BOARD AND COMMITTEE REPORTS

- *Alliance Regional Water Authority (Urbanovsky)*
- *Buda Economic Development Corporation (Davidson & Ture)*
- *Capital Area Council of Governments General Assembly (Urbanovsky)*
- *Capital Area Council of Governments Clean Air Coalition (Ture)*
- *Combined Emergency Communication Center (Urbanovsky)*
- *Dupre Local Government Corporation (Davidson & Urbanovsky)*
- *Greater San Marcos Partnership (Urbanovsky)*
- *City of Buda Audit Committee (Cummings, Davidson, & Ture)*

- City of Buda Information Technology Committee (Daugereau, Horne-Williams & Smith)
- City of Buda Board & Commission Nomination Committee (Cummings, Daugereau, & Smith)
- City of Buda City Park Planning/Programming Ad-Hoc Committee (Daugereau, Smith, & Ture)
- City of Buda Planning Mobile Food Vendor Ad-Hoc Committee (Davidson)
- City of Buda Water/Wastewater Committee (Davidson, Daugereau, & Urbanovsky)

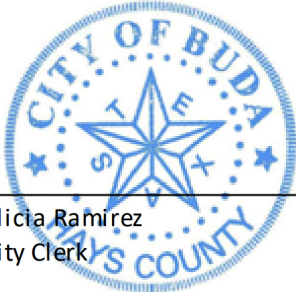
N. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

N.1 [Update on Pending Items requested by City Council](#)

O. ADJOURNMENT

Requests for accommodations must be made 72 hours prior to the meeting. Please contact the City Clerk at (512) 523-1014, or FAX (512) 641-5817 for information or assistance. I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Governing Body of the City of Buda, was posted on the bulletin board in front of Buda City Hall, which is readily accessible to the public at all times, by 6:00 pm on March 17, 2023.

/s/ _____
 Alicia Ramirez
 City Clerk



Meetings scheduled in the Council Chambers are set up to publicly broadcast meetings. You may be audio and video recorded while in this facility. Meetings scheduled in other City Facilities are set up to publicly audio record meetings. You may be audio recorded in the other City Facilities.

In accordance with Article III, Section 3.10, of the Official Code of the City of Buda, the minutes of this meeting consist of the preceding Minute Record and the Supplemental Minute Record. Details on Council meetings may be obtained from the City Clerk’s Office, or video of the entire meeting may be downloaded from the website. (Portions of the Supplemental Minute Record video tape recording may be distorted due to equipment malfunction or other uncontrollable factors.)

A Public Comment period will be provided to allow for members of the public to participate and speak to the City Council on any topic that is not on the meeting agenda. At this time, comments will be taken from the audience on non-agenda related topics. A Public Testimony period will be provided at each meeting of the City Council to allow members of the public to participate and speak to the City Council on any topic that is on the meeting agenda, prior to any vote on the matter up for consideration. During these periods, the presiding officer shall routinely provide three (3) minutes to each person who desires to speak but may provide no less than one (1) minute and no more than five (5) minutes to each person addressing the City Council. The amount of time provided to each person, if altered by the presiding officer, shall be announced by the presiding officer prior to recognizing persons to speak and shall be objectively applied to all persons speaking during Public Comment or each Public Testimony period.

The City Council may retire to executive session any time between the meeting’s opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter

551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session. All items listed above are eligible for deliberation and possible action unless expressly limited.

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 a written interpretation of 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 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

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. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that body, board, commission or committee subject to the Texas Open Meetings Act.



Agenda Item Report

Legislative Board: City Council
Date: March 21, 2023
Contact: LaMarriol Smith
Agenda Item ID / Number: 2023-237- / E.1

ITEM TITLE: Selected list of upcoming local events and activities.

1. EXECUTIVE SUMMARY
2. BACKGROUND/HISTORY
3. ANALYSIS
4. FINANCIAL IMPACT
5. STRATEGIC PLAN/GOALS
FUN EXPERIENCES FOR ALL - OUTDOOR CAPITOL OF TEXAS
6. STRATEGIC PLAN OBJECTIVES
7. PROS AND CONS
8. ALTERNATIVES
9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Attachments:

[e1 Items of Community Interest 03.21.pdf](#)

Items of Community Interest

**Buda City Council
Tuesday, Mar. 21, 2023**

LaMarriol Smith



1

**3 p.m. – 10 p.m. Saturday, April 1, 2023
Buda Amphitheater and City Park**

BUDA'S BIRTHDAY

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PLEASE RECYCLE

BUDA TRASH OFF

community clean-up • april 22 • 9 AM - 12 PM • meet @ city park



BudaTX breathe easy here.

Don't mess with Texas
TRASH-OFF

5



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**The Buda Lions Club
26th Annual
Wiener Dog Races
Sat.-Sun., April 29-30
Buda City Park &
Amphitheater**

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Comments / Questions ?



8



Agenda Item Report

Legislative Board: City Council
Date: March 21, 2023
Contact: Alicia Ramirez, City Clerk
Agenda Item ID / Number: 2023-228- / J.1

ITEM TITLE: Approval of the February 21, 2023, March 1, 2023, and March 2, 2023 City Council Minutes (City Clerk Alicia Ramirez)

1. EXECUTIVE SUMMARY
2. BACKGROUND/HISTORY
3. ANALYSIS
4. FINANCIAL IMPACT
5. STRATEGIC PLAN/GOALS
OTHER
6. STRATEGIC PLAN OBJECTIVES
7. PROS AND CONS
8. ALTERNATIVES
9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Attachments:

[2023-0301 DRAFT Minutes.pdf](#)
[2023-0302 DRAFT Minutes.pdf](#)
[2023-0307 DRAFT Minutes.pdf](#)

CALL TO ORDER

Mayor Urbanovsky called the meeting to order at 4:42 p.m.

ROLL CALL

City Clerk Alicia Ramirez certified a quorum with the following Councilmembers present:

Mayor Lee Urbanovsky
Mayor Pro Tem (SMD B) Evan Ture
Councilmember, SMD A Paul Daugereau
Councilmember, SMD C Terry Cummings
Councilmember At-Large, Position 1 Matt Smith
Councilmember At-Large, Position 2 Monica Davidson
Councilmember At-Large, Position 3 LaVonia Horne-Williams

City Staff in attendance: City Manager Micah Grau, Assistant City Manager Lauren Middleton-Pratt, Assistant City Manager Wendy L. Smith, and City Clerk Alicia Ramirez

INTRODUCTION AND OVERVIEW OF THE PLANNING SESSION

City Manager Micah Grau provided a brief overview of the session and introduced Facilitator Ron Cox.

DISCUSSION REGARDING THE CITY OF BUDA LOCAL GOVERNANCE, THE COUNCIL'S COMMITTEE STRUCTURE AND APPOINTMENT PROCESSES, AND RELATED MATTERS

Facilitator Ron Cox lead the session for City Council and attending staff asking the following of each Councilmember, attached at Exhibit A:

- Why did you run for office?
- What strengths and attributes do you bring to the organization?

Mayor Pro Tem Ture left the meeting at 7:08 p.m.

Mr. Cox provided an overview of the importance of governance noting such impacts on the policies, procedures, and internal controls to assure that the City delivers its intended outcomes from citizens. He further stated that the City should clearly identify the objectives it is supposed to achieve, and achieve them while obeying relevant laws and regulations at all times. Mr. Cox recognized the Council's Strategic Plan and briefly reviewed the missions and goals identified in the plan.

Mr. Cox reviewed the various Council Committees. He noted that these types of committees should allow the Council to take a deeper dive into the various areas of the City's functions by performing at an advisory level, thereby reducing the conversation during the meeting. The Council reviewed the various committee assignments and suggested the following:

- Delete the Information Technology (IT) Committee.
- Broaden the responsibilities of the Water/Wastewater Committee by adding stormwater.

- Create a Mobility Committee (similar to the City Park Ad-hoc Committee) to concentrate on growth and infrastructure.

ADJOURNMENT

Motion, to adjourn the meeting, was made by Mayor Urbanovsky and seconded by Councilmember Smith. Motion carried unanimously.

There being no further business, the meeting was adjourned at 8:16 p.m.

THE CITY OF BUDA, TEXAS

Lee Urbanovsky, Mayor

ATTEST:

Alicia Ramirez, TRMC DATE
City Clerk

In accordance with Article III, Section 3.10, of the Official Code of the City of Buda, the minutes of this meeting consists of the preceding Minute Record and the Supplemental Minute Record. Details on Council meetings may be obtained from the City Clerk’s Office, or audio or video of the entire meeting may be downloaded from the website. (Portions of the Supplemental Minute Record audio or videotape recording may be distorted due to equipment malfunction or other uncontrollable factors.)

CALL TO ORDER

Mayor Urbanovsky called the meeting to order at 4:32 p.m.

ROLL CALL

City Clerk Alicia Ramirez certified a quorum with the following Councilmembers present:

Mayor Lee Urbanovsky
Mayor Pro Tem (SMD B) Evan Ture
Councilmember, SMD A Paul Daugereau
Councilmember, SMD C Terry Cummings
Councilmember At-Large, Position 1 Matt Smith
Councilmember At-Large, Position 2 Monica Davidson
Councilmember At-Large, Position 3 LaVonia Horne-Williams

City Staff in attendance: City Manager Micah Grau, Assistant City Manager Lauren Middleton-Pratt, City Clerk Alicia Ramirez, Chief of Police Bo Kidd, Finance Director Bianca Redmon, Development Services Director Melissa McCullom, City Engineer/Assistant Development Services Director Angela Kennedy, Parks & Recreation Director Tony Host, Public Works Director Mike Beggs, Communications Director LaMarriol Smith, Library Director Melinda Hodges, Destination Services Director Lysa Gonzalez, and Human Resources Director Vicki Fuchs

OVERVIEW OF THE PLANNING SESSION

City Manager Micah Grau provided an overview the session and introduced Facilitator Ron Cox.

DISCUSSION AND UPDATE REGARDING THE CITY OF BUDA STRATEGIC PLAN, GOAL SETTING, AND ITEMS RELATED TO FISCAL YEAR 2023-2024

City Manager Micah Grau presented an overview of the Strategic Plan. *A copy of the presentation is part of the supplemental minute record.*

Mr. Cox reviewed the questions and answers discussed with Council the previous night. He further reviewed the Vision Statement and the following suggestions were made:

- Add: SAFE and Fun Experience
- Add: Community with Intentional Growth

In conclusion, the Council suggested their goals for Fiscal Year 2023-2024, attached as Exhibit A.

ADJOURNMENT

Motion, to adjourn the meeting, was made by Mayor Urbanovsky and seconded by Councilmember Smith. Motion carried unanimously.

There being no further business, the meeting was adjourned at 9:16 p.m.

THE CITY OF BUDA, TEXAS

Lee Urbanovsky, Mayor

ATTEST:

Alicia Ramirez, TRMC DATE
City Clerk

In accordance with Article III, Section 3.10, of the Official Code of the City of Buda, the minutes of this meeting consist of the preceding Minute Record and the Supplemental Minute Record. Details on Council meetings may be obtained from the City Clerk’s Office, or audio or video of the entire meeting may be downloaded from the website. (Portions of the Supplemental Minute Record audio or videotape recording may be distorted due to equipment malfunction or other uncontrollable factors.)

FISCAL YEAR 2024 COUNCIL BUDGET PRIORITIES

PRIORITIES	Urbanovsky	Daugereau	Smith	Davidson	Horne-Williams	Ture	Cummings
Development Process Improvement and Economic Expansion			Communicate narrative of the development process	Stay in touch with retail		Continue to decrease review times and fewer reviews	Development - reporting on metrics FM 1626 Corridor
Mobility, Sidewalks, and Infrastructure	Road maintenance program	FM 1626 & RM 967 Intersection planning	Pavement maintenance plan/program		Implement Transportation Mobility Master Plan	Road maintenance plan	Infrastructure (new roads, maintenance of roads, parking)
		Drainage project completion	Trail gaps not addressed by bond program		Road maintenance program		
Public Safety	Public Safety Improve relationship with ESD	Public Safety - more officers over technology	Community policing - expansion of the force	Public Safety		Public Safety - community policing, officers, crowd control	
Parks	Finish City Park	Sportsplex repairs Garison Park		City Park completion Sportsplex repairs		Sportsplex maintenance	City Park repairs Garison Park
Employee Retention	Staff COLA					Employee retention - 5% COLA to maintain low turnover	
Downtown Parking		Downtown parking (Old Buda Elementary)		Downtown parking	Downtown parking		
Bond Implementation					Bond program implementation		
Maintain Low Tax Rate			Maintain tax rate			Maintain or lower the tax rate	
Other				Ensure community knows about plans for the future and what's coming next	Events & Festivals	Public art in parks and public spaces (unique, different, and interesting; work with art partners) Historic preservation - remove blight and create incentives to activate spaces (fire suppression)	
						Pursue grant funding opportunities	
						Parks & Library programming - utilize outdoor spaces	

CALL TO ORDER

Mayor Urbanovsky called the meeting to order at 5:30 p.m.

ROLL CALL

City Clerk Alicia Ramirez certified a quorum with the following Councilmembers present:

Mayor Lee Urbanovsky
Mayor Pro Tem (SMD B) Evan Ture
Councilmember, SMD A Paul Daugereau
Councilmember, SMD C Terry Cummings
Councilmember At-Large, Position 1 Matt Smith
Councilmember At-Large, Position 2 Monica Davidson

Councilmember At-Large, Position 3 LaVonnia Horne-Williams was absent but arrived to the meeting at 5:45 p.m.

City Staff in attendance: City Manager Micah Grau, Assistant City Manager Lauren Middleton-Pratt, City Clerk Alicia Ramirez, Chief of Police Bo Kidd, Finance Director Bianca Redmon, City Engineer John Nett, Planning Director Melissa McCullom, Parks & Recreation Director Greg Olmer, Public Works Director Mike Beggs, Communications Director LaMarriol Smith, Library Director Melinda Hodges, Destination Services Director Lysa Gonzalez, and Human Resources Director Vicki Fuchs

ITEMS OF COMMUNITY INTEREST

- Volunteer Fair
- Buda's Birthday,
- Buda Lion's Club Weiner Dog Races
- Buda Transit Survey
- 2023 Egg-stravaganza
- Buda in Bloom, April 16
- Buda's Boards and Commissions, deadline April 8, 2023

PUBLIC COMMENT / PUBLIC TESTIMONY

None

CONSENT AGENDA [PUBLIC TESTIMONY]

APPROVAL OF THE FEBRUARY 7, 2023, CITY COUNCIL MINUTES (CITY CLERK ALICIA RAMIREZ)

ADOPTION OF RESOLUTION #2023-R-11 ON SECOND READING APPROVING A PERFORMANCE AGREEMENT WITH ROBERTSON FAMILY RESTAURANT II, LLC DBA BROOKLYN'S DOWN SOUTH IN THE AMOUNT OF \$75,000 (BEDC ED JENNIFER STORM)

APPROVAL OF RESOLUTION #2023-R-12 AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST AMENDMENT TO THE CITY HALL FACILITY USE AND LICENSE AGREEMENT WITH THE BUDA ECONOMIC DEVELOPMENT CORPORATION (WENDY L. SMITH, ASSISTANT CITY MANAGER)

ADOPTION OF RESOLUTION #2023-R-13 OF THE CITY COUNCIL EXTENDING THE MAYOR'S DECLARATION OF A LOCAL STATE OF DISASTER ISSUED FEBRUARY 4, 2023, AND RATIFIED BY CITY COUNCIL ON FEBRUARY 7, 2023, RESULTING FROM WINTER STORM MARA EXPERIENCED WITHIN THE MUNICIPAL BOUNDARIES OF THE CITY (CITY MANAGER MICAH GRAU)

ADOPTION OF RESOLUTION #2023-R-14 BY THE CITY OF BUDA CITY COUNCIL AUTHORIZING THE BUDA POLICE DEPARTMENT TO APPLY FOR GRANT FUNDING FOR DRONE OPERATIONS (POLICE CHIEF BO KIDD)

ADOPTION OF RESOLUTION #2023-R-15 AUTHORIZING PARTICIPATION WITH THE STATE OF TEXAS, THROUGH THE OFFICE OF THE ATTORNEY GENERAL, IN THE LATEST GLOBAL OPIOID SETTLEMENTS AND APPROVING SETTLEMENT PARTICIPATION FORM SUBMISSION TO THE ATTORNEY GENERAL'S OFFICE; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL RELATED DOCUMENTS (CITY ATTORNEY ALAN BOJORQUEZ)

Motion, to approve the Consent Agenda, as presented, except for the CAMPO Intersection Study item, was made by Councilmember Smith and seconded by Councilmember Cummings. Motion carried unanimously.

APPROVAL OF AN INTERLOCAL AGREEMENT BETWEEN THE CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO) AND THE CITY OF BUDA FOR THE FM 1626 AND RM 967 INTERSECTION STUDY

Development Services Director Melissa McCollum presented background information. *A copy of the presentation is part of the supplemental minute record.*

Public comment was made by Citizen Jim Fort at 140 Wild Wind Cove, Buda.

Motion, to approve the agreement, as presented, was made by Mayor Urbanovsky and seconded by Councilmember Daugereau. Motion carried unanimously.

JOINT WORKSHOP WITH PLANNING & ZONING COMMISSION

Roll Call:

Chair Emily Jones	Absent
Vice-Chair David Nuckels	Present
Commissioner Henry Altmiller	Absent
Commissioner Jeffrey Cottrill	Absent
Commissioner Virginia Jurika	Present
Commissioner Jim Ladner	Present
Commissioner Matthew Wright	Present

DISCUSSION OF THE CITY OF BUDA LONG RANGE PLANNING PROJECTS, OUR BUDA / OUR FUTURE FOR THE COMPREHENSIVE PLAN, DOWNTOWN MASTER PLAN, AND 1626/967 CORRIDOR PLANS

Development Services Director Melissa McCollum with Halff Associates representative presented background information. *A copy of the presentation is part of the supplemental minute record.*

General discussion was held on the public turnout to the various events, pedestrian connectivity, specifically downtown, anticipated sales tax numbers expected to double, and the suggestion to deny any high-density multifamily developments as numerous projects are underway in the surrounding areas.

Mr. Nuckels suggested guidance documents be available to all boards and commissions to assist the Commissions, specifically the studies for FM 1626/RM 967 corridor, RM 967/Main Street towards Robert S Light area, Sunfield, and other high overlying areas.

Public comment was made by Citizen James Fort of 140 Wildwind Cove, Buda.

PRESENTATION ON A VEHICLE FLEET REPLACEMENT LEASE PROGRAM

Police Chief Bo Kidd and Public Works Director Mike Beggs provided a brief presentation and introduced Kirby Watson of Enterprise Fleet Management. Mr. Watson presented background information. *A copy of the presentation is part of the supplemental minute record.*

General discussion was held on the maintenance schedule, related costs, maintenance patterns, dedicated service representatives for repairs, budget, and all the variables to consider in relation to the program.

In conclusion, the Council directed the City Manager to further research the discussion points.

PRESENTATION

PRESENTATION ON THE TRAIL ACCESS AND MAINTENANCE FOR GARISON PARK

Parks Director Tony Host presented background information. *A copy of the presentation is part of the supplemental minute record.*

General discussion was held on the future trail system to City Park, temporary wayfinding signage or trail map, seating areas, limited maintenance and improvements available in flood areas, temporary disk golf amenities, and the close proximity to Stagecoach Park, and the clearance for a temporary kayak ramp or dock.

REGULAR AGENDA

ADOPTION OF THE TARGET INDUSTRY ANALYSIS STUDY COMPLETED BY ANGELOU ECONOMICS

Buda EDC Executive Director Jennifer Storm and Matt Patton, Executive Director presented background information. *A copy of the presentation is part of the supplemental minute record.*

Motion, to adopt the study, as presented, was made by Councilmember Davidson and seconded by Councilmember Smith. Motion carried unanimously.

PUBLIC HEARING AND ADOPTION OF ORDINANCE #2023-02 ON FIRST AND FINAL READING FOR A SPECIFIC USE PERMIT (SUP) FOR A RESTAURANT OR CAFETERIA, WITH CURB OR DRIVE-THRU SERVICE IN THE INTERSTATE-35 BUSINESS (B3) ZONING DISTRICT WITHIN THE GATEWAY CORRIDOR OVERLAY DISTRICT (O-G) FOR THE PROPERTY KNOWN AS FIRE CRACKER & MAIN, BLOCK A, LOT 1, BEING +/- 5.70 ACRES, AND ADDRESSED AS 2260 MAIN STREET, BUDA, TX 78610 (SUP 22-04)

Development Services Director Melissa McCollum presented background information. *A copy of the presentation is part of the supplemental minute record.*

General discussion was held on the building layout, the parking area, and the developer's accommodations for the city's needs.

Mayor Urbanovsky opened the public comment period at 9:29 p.m. No other comments were submitted. Mayor Urbanovsky closed the public comment period at 9:30 p.m.

Motion, to consider the Ordinance on first and final, was made by Mayor Urbanovsky and seconded by Mayor Pro Tem Ture. Motion carried unanimously.

Motion, to adopt the Ordinance on first and final, was made by Mayor Pro Tem Ture and seconded by Councilmember Davidson. Motion carried unanimously.

APPROVAL OF THE PROJECT PRIORITY LIST FOR DISCRETIONARY PROJECT FUNDING AND UPDATE ON THE 2021 BOND PROGRAM IMPLEMENTATION

Program Manager Kenny Crawford, Buda Bond Oversight Committee (BBOC) Chair David Nuckels, and Anais Cruz of CAMPO presented background information. *A copy of the presentation is part of the supplemental minute record.*

Mayor Urbanovsky requested the Project Status listing and related costs as a monthly update (possibly include in PSR and website) and the website.

Motion, to approve the list and funding, as presented, was made by Mayor Urbanovsky and seconded by Councilmember Cummings. Motion carried unanimously.

RECESS

At 10:11 p.m., Mayor Urbanovsky called for a recess.

RECONVENE

At 10:20 p.m., Council reconvened, and the following business was transacted:

EXECUTIVE SESSION

At 10:20 p.m., Council convened in executive session pursuant to the Texas Government Code Chapter 551: 1) Sections 551.071 (Consultation with Attorney) and 551.072 (Deliberation Regarding Real Property) regarding a) the proposed Persimmon development (Bailey/Armbruster projects) and the Sunfield development's Main Street Project, and b) Sections 551.071 (Consultation with Attorney) and 551.074 (Personnel Matters) pertaining to the duties of the City Manager.

RECONVENE

At 12:05 p.m., Council reconvened, and no action was taken on matters discussed in executive session.

CITY MANAGER'S REPORT

- COVID-19
- 2014 & 2021 Bond Program
- Capital Improvement projects
- Destination Services Projects
- Developments
- Drainage Projects
- Engineering Department
- Finance Department
- Grant-related Projects
- Law Enforcement
- Legislative Update
- Library Projects
- Parks & Recreation Department
- Planning Department
- Road Projects
- Special Projects
- Status on Requested Future Items
- Strategic Plan
- Wastewater Projects
- Water Projects

City Manager Micah Grau reported no updates.

CITY COUNCIL'S BOARD AND COMMITTEE REPORTS

Alliance Regional Water Authority (Urbanovsky)
Buda Economic Development Corporation (Davidson & Ture)
Capital Area Council of Governments General Assembly (Urbanovsky)
Capital Area Council of Governments Clean Air Coalition (Ture)
Combined Emergency Communication Center (Urbanovsky)
Dupre Local Government Corporation (Davidson, Smith, & Urbanovsky)
Greater San Marcos Partnership

City of Buda Audit Committee (Cummings, Davidson, & Ture)
City of Buda Information Technology Committee (Daugereau, Horne-Williams, & Smith)
City of Buda Board & Commission Nomination Committee (Cummings, Daugereau, & Smith)
City of Buda City Park Planning/Programming Ad-Hoc Committee (Daugereau, Smith, & Ture)
City of Buda Planning Mobile Food Vendor Ad-Hoc Committee (Davidson)
City of Buda Water/Wastewater Committee (Urbanovsky, Davidson, & Daugereau)

CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Mayor Urbanovsky suggested the City Manager explore the possibility of the City resuming the Texas Police Motorcycle Chute Out event.

ADJOURNMENT

Motion, to adjourn the meeting, was made by Mayor Urbanovsky and seconded by Mayor Pro Tem Ture. Motion carried unanimously.

There being no further business, the meeting was adjourned at 12:09 p.m.

THE CITY OF BUDA, TEXAS

Lee Urbanovsky, Mayor

ATTEST:

Alicia Ramirez, TRMC DATE
City Clerk

In accordance with Article III, Section 3.10, of the Official Code of the City of Buda, the minutes of this meeting consist of the preceding Minute Record and the Supplemental Minute Record. Details on Council meetings may be obtained from the City Clerk's Office, or audio or video of the entire meeting may be downloaded from the website. (Portions of the Supplemental Minute Record audio or videotape recording may be distorted due to equipment malfunction or other uncontrollable factors.)



Agenda Item Report

Legislative Board: City Council
Date: March 21, 2023
Contact: Lysa Gonzales, Tourism Director
Agenda Item ID / Number: 2023-238- / J.2

ITEM TITLE: Approval of funding Hotel Occupancy Tax Reimbursement Grants for the 26th Annual Buda Lions Club Country Fair and Wiener Dog Races and 3rd annual summer musical production of Grease the Musical (Destination Services Director Lysa Gonzalez)

1. EXECUTIVE SUMMARY

The Hotel Occupancy Tax Reimbursement Grant Committee met on Wednesday, March 15 to review and make recommendations on the Hotel Occupancy Tax (HOT) Grant requests. The committee is making recommendations for four organizations requesting funds their events. The Buda Lions Club submitted a request for \$10,000 to assist with marketing expenses for the Buda Lions Club Country Fair and Wiener Dog Races held April 29-30, 2023. The Central Texas Theater Academy submitted a request for \$10,000 to fund production costs for Grease the Musical that would show June 30 – July 2, July 7 – 9, and July 14-16. The HOT grant committee is recommending to fully fund these two requests.

2. BACKGROUND/HISTORY

The purpose of the City of Buda Hotel Occupancy Tax Reimbursement Grant is to provide hotel occupancy tax funds as a resource to organizations who are hosting tourism related events and activities that will bring visitors to Buda for overnight stays in Buda hotels.

In order to qualify for HOT grant funding, the organization's event/activity expenditures must also fit into one of the nine allowable uses of the tax as required by Texas state law. The Hotel Occupancy Tax Reimbursement Grant is reimbursement only. Funding is limited and is award on a first come, first serve basis starting at the beginning of the City's fiscal year, which runs October 1 to September 30. Additionally, funding is determined based on the applicant's ability to provide evidence of return on investment for the City of Buda hotel occupancy tax funds. Applications are accepted four times a year.

The Texas Tax Code provides a set of rules that state how the revenue from the HOT may be used. According to the Texas Tax Code, the use of HOT revenue is limited to expenditures that meet the following two-part test:

- First, every hotel occupancy tax revenue expenditure must directly enhance and promote tourism and the hotel and convention industry. See Tex. Tax Code 351.101(b). In other words, the expenditure must be likely to attract visitors from outside Buda into the city or its vicinity. If the expenditure is not reasonably likely to accomplish this result, it is not eligible for funding by HOT revenues.
- Second, each hotel occupancy tax revenue expenditure must fit into one of the nine categories shown below:

Expenditure Categories. See Texas Tax Code §§ 351.101(a) and 351.110.

1. Funding the establishment, improvement, or maintenance of a convention center or visitor

information center

2. Paying the administrative costs for facilitating convention registration
3. Paying for advertising. Solicitations, and promotions that attract tourists and convention delegates to the county or its vicinity
4. Expenditures that promote the arts. Please note that it is not enough that a facility or event promotes the arts; state law requires that the expenditure also must be likely to directly promote tourism and the hotel and convention industry
5. Funding historical restoration or preservation programs
6. Certain sporting event-related expenses
7. Certain sporting-related structures
8. Certain tourist shuttles
9. Signage directing tourists to attractions frequently visited by hotel guests

Since the purpose of the HOT grant is to attract visitors to Buda for overnight stays in Buda hotels, the funds will not be awarded for tourism-related events or activities that occur during times of peak hotel occupancy. All date restrictions will be identified prior to the fiscal year in which HOT grant funds are being awarded and are listed below:

1. Formula 1 – October 21-23, 2022
2. Austin City Limits – October 7-16, 2022
3. Buda's Birthday – March 31-April 2, 2023
4. SXSW - March 10-19, 2023
5. MotoGP – April 14-16, 2023

Applicants who qualify to receive HOT grant funds will be awarded a set amount of funding per room night based on the average daily room rate for Buda hotels. The average daily room rate is established and set at the beginning of the fiscal year by the Buda City Council.

FY2023 Average Daily Room Rate: \$150.00

1. Funding is capped at \$10,000 per event.
2. Evaluation for funding is determined by room nights obtained as a direct result of the tourism-related event or activity. The number of room nights is determined through past event data provided by the applicant and may be verified by the City of Buda Destinations Services Department.

For example, if an event has historically obtained 50 room nights as a direct result of their event, then the funding would equate to \$150 multiplied by 50 room nights for a total of \$7,500 in HOT grant funding.

3. ANALYSIS

The Buda Lions Club is hosting the 26th Annual Buda Lions Country Fair and Wiener Dog Races on April 29 and 30, 2023, at Buda Amphitheater and City Park. The event is a country fair that provides entertainment to the general public. The main activity of the event is the wiener dog races where dachshunds from around the area and beyond race to see who is the fastest around. The event also hosts a barbeque cook-off and bake-off. There are food vendors, craft vendors, and activities for the families. In addition, the event hosts pet adoptions. The event is the main fund raiser for the Buda Lions Club who utilizes the proceeds from the event to fund their community service projects and provide grants to other local non-profit organizations. The event brings in around 20,000 people to Buda City Park annually.

While the majority of the attendees come from around the region, the Wiener Dog Races does have a strong draw for visitors and competitors from around the United States. Last year in 2022 was the first year that the event returned to the community following COVID-19 and construction at City Park.

In a participant survey, the organization reported 29 room nights from racers and vendors. In a gate poll conducted at the event, 95 room nights were reports for a total of 124 room nights. Prior to COVID-19, the event brought in around 60+ room nights on average. However, these were numbers reported by hoteliers who may not be consistent with keeping track. The inclusion of gate polling has helped with getting a more accurate count for the event.

In addition to the grant funding, the Destination Services Department has provided in-kind help through creating/updating maps for the event including public maps of the grounds, parking maps, and shuttle bus route maps.

The Buda Lions Club has submitted a request for \$10,000 in HOT grant funds to reimburse their advertising expenses of the event. Currently, the HOT grant standards give \$150 per room night with a maximum of \$10,000. If the Wiener Dog Races is granted full funding at \$10,000 this would total to \$80.65 per room night based on the 124 room nights the event received last year. This is below the per room night standard. Last year, the event was awarded \$10,000 for their event and was reimbursed the full amount for submitting receipts for over \$10,000 in eligible expenses for advertising.

The Central Texas Theater Academy is hosting their 3rd annual summer musical theater production at Buda Amphitheater and City Park the first three weekends of July. This event is hosted in conjunction with two events for the City of Buda. The first weekend is a part of the activities for Red, White, and Buda and the room nights counter for Red, White and Buda have been included with the room count for the theater production in the previous years. The remaining two weekends of the theater production are promoted with the Arts in the Park summer series event.

The summer musical production for 2021 was Seussical the Musical, which had about 1,000 attendees in total with the majority being during the Red, White, and Buda event. That year, 42 room nights were from the Red, White, and Buda event. Following that weekend, there were not any reported room nights that were attributed directly to the production itself. In 2022, the production was Shrek the Musical. The event has 3,300 people in attendance more than tripling the attendance. This can be attributed to two things. First, Red, White, and Buda was on Saturday so the attendance for the opening night, which was the night before, had a significant increase. Second, Destination Services provided in-kind services of creating marketing and advertising in addition to spending \$4,000 toward an advertising campaign for the production. The number of room nights from the Red, White, and Buda weekend was 56. Last year, the Central Texas Theater Academy conducted an audience poll and received an additional 10 room nights on the 6 remaining show nights.

For 2023, the Central Texas Theater Academy will be performing Grease the Musical. Destination Services will continue to promote the production as an activity of Red, White, and Buda. July 4 is on a Tuesday this year and staff is expecting to see a decrease in the number of room night stays for this event. The production will also receive in-kind advertising with a \$4,000 campaign run, plus the Parks Commission waives the organization's rental fees for the amphitheater.

The theater production is free for the community to attend, so they are not making any money on this event. The goal is to provide a different type of entertainment and introduce our community to the theater. It is a goal for both the Arts Commission and the Main Street Advisory Board for the City of Buda/Downtown Buda to become a cultural arts district, which will open up the City of Buda to a large number of public art and beautification grants opportunities. The funds from the HOT grant is used specifically for the production of the musical with the exclusion of any reusable costume/usable materials. Based on the 66 room nights last year, the City of Buda would be paying \$151.52 per room night if the room night count for 2023 were to be the same. It is important to note, the Central Texas Theater Academy cannot put on this production without these funds and in-kind services provided by the City of Buda. The state law statute of being able to spend HOT funds for promotion of the arts is met if the event obtains just one room night.

The past two productions have been awarded \$10,000. The funds were fully used in 2021 and \$8,492.12 were used in 2022. This reduction was due to a one-time in-kind donation that received on sound equipment. They will most likely not receive this in-kind donation again this year as last year was award to allow them to test out a new sound system to see if it would work better for their production needs at the amphitheater.

4. FINANCIAL IMPACT

Based on recommendations:

Wiener Dog Races

\$10,000 – grant

Central Texas Theater Academy

\$10,000 – grant

\$4,000 – advertising campaign produced by the Destination Services Department

\$9,000 – in-kind use of the amphitheater

Funds Expended TOTAL = \$14,000

Uncollected Revenue = \$9,000

5. STRATEGIC PLAN/GOALS

FUN EXPERIENCES FOR ALL - OUTDOOR CAPITOL OF TEXAS

6. STRATEGIC PLAN OBJECTIVES

Not applicable

7. PROS AND CONS

Pros - Helps bring room nights to Buda adding economic value to Buda businesses.

8. ALTERNATIVES

Final funding awards are at the discretion of Buda City Council.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

The Hotel Occupancy Tax Reimbursement Grant committee recommends the approval of \$10,000 in

Hotel Occupancy Tax Reimbursement Grant funds for the 26th Annual Buda Lions Club Country Fair and Wiener Dog Races and \$10,000 in funds for the 3rd annual summer musical production Grease the Musical.

Attachments:

[HOT Grants_Council 3.21.23_Redacted.pdf](#)



Hotel Occupancy Tax Reimbursement Grant FY2023 Funding Application

Grant Purpose

The purpose of the City of Buda Hotel Occupancy Tax Reimbursement Grant (HOT grant) is to provide hotel occupancy tax funds as a resource to organizations who are hosting tourism related events and activities that will bring visitors to Buda for overnight stays in Buda hotels.

In order to qualify for HOT grant funding, the organization's event/activity expenditures must also fit into one of the nine allowable uses of the tax as required by Texas state law. **The Hotel Occupancy Tax Reimbursement Grant is reimbursement only.** Funding is limited and is awarded on a first come, first serve basis starting at the beginning of the City's fiscal year, which runs October 1 to September 30. Additionally, funding is determined based on the applicant's ability to provide evidence of return on investment for the City of Buda hotel occupancy tax funds. Applications are accepted four times a year (See page 3.)

Hotel Occupancy Tax 101 (HOT)

The Texas Tax Code provides a set of rules that state how the revenue from the HOT may be used. According to the Texas Tax Code, the use of HOT revenue is limited to expenditures that meet the following two-part test:

✓ First, every hotel occupancy tax revenue expenditure must directly enhance and promote tourism and the hotel and convention industry. See Tex. Tax Code § 351.101(b). In other words, the expenditure must be likely to attract visitors from outside Buda into the city or its vicinity. If the expenditure is not reasonably likely to accomplish this result, it is not eligible for funding by HOT revenues.

✓ Second, each hotel occupancy tax revenue expenditure must fit into one of nine categories shown below:

Expenditure Categories. See Texas Tax Code §§ 351.101(a) and 351.110.

1. Funding the establishment, improvement, or maintenance of a convention center or visitor information center
2. Paying the administrative costs for facilitating convention registration
3. Paying for advertising, solicitations, and promotions that attract tourists and convention delegates to the county or its vicinity
4. Expenditures that promote the arts. Please note that it is not enough that a facility or event promotes the arts; state law requires that the expenditure also must be likely to directly promote tourism and the hotel and convention industry.
5. Funding historical restoration or preservation programs



6. Certain sporting event related expenses
7. Certain sporting related structures
8. Certain tourist shuttles
9. Signage directing tourists to attractions frequently visited by hotel guests

Dates Restrictions

Since the purpose of the HOT grant is to attract visitors to Buda for overnight stays in Buda hotels, the funds will not be awarded for tourism related events or activities that occur during times of peak hotel occupancy. All date restrictions will be identified prior to the fiscal year in which HOT grant funds are being awarded and are listed below:

1. Formula 1 – October 21-23, 2022
2. Austin City Limits – October 7-16, 2022
3. Buda's Birthday – March 31-April 2, 2023
4. SXSW - March 10-19, 2023
5. MotoGP – April 2023 – Date TBD by Circuit of the Americas

Application Submission Deadlines

Application packets, along with any required supporting documents, must be fully completed and submitted to the City of Buda Department of Destination Services prior to the tourism related event/activity. Applications submitted after the due date will not be accepted or considered for funding.

Applications are submitted online through the **on-line portal located at www.discoverbuda.com/grants** in person at the Welcome Center located at 303 Main Street, Buda, TX 78610.

Funding Determination

1. Applicants who qualify to receive HOT grant funds will be awarded a set amount of funding per room night based on the average daily room rate for Buda hotels. The average daily room rate is established and set at the beginning of the fiscal year by the Buda City Council.

FY2023 Average Daily Room Rate: \$150.00

2. Funding is capped at \$10,000 per event.
3. Evaluation for funding is determined by room nights obtained as a direct result of the tourism related event or activity. The number of room nights are determined



through past event data provided by the applicant and may be verified by the City of Buda Destinations Services Department

For example, if an event has historically obtained 50 room nights as a direct result of their event, then the funding would equate to \$150 multiplied by 50 room nights for a total of \$7,500 in HOT grant funding.

Disclaimer: Hotel Occupancy Tax Reimbursement Grants are not guaranteed. All HOT grant applications must be reviewed for completeness and eligibility by city staff and allocation of funds are awarded at the discretion of Buda City Council.

Application Review Process

1. All applications will be reviewed by the Department of Destination Services liaison of the City of Buda for completeness and to ensure expenditures will directly promote City of Buda tourism and its lodging industry. The applicant may be contacted to answer additional questions regarding the application information and expenditure details. All applications submitted by the deadline with eligible, reimbursable expenses will be reviewed by the HOT Grant Committee to evaluate the information submitted. **It is recommended that applicants be available to the committee to present their applications answer any questions or to give additional information regarding their application.** The committee application review date will take place within 10 business days of the application deadline.

Application Review Timeline

Due Date	Committee Review	City Council Review
Aug 1, 2022		
Nov 1, 2022		
Feb 1, 2022		
May 1, 2022		

2. The City of Buda Department of Destination Services will send notification emails to applicants informing them of the decision for funding by the Buda City Council within three (3) business days of the meeting.

The decision of the Buda City Council, for either the funding amount or denial of funding is final. *(Failure to receive funding in one budget year does not prevent a*



resubmission in the next budget year.) Applicants receiving funding are entering into an agreement with the City of Buda and are required to execute all subsequent documentation as described in the application.

Application rules and guidelines

1. Applications must be submitted to the City of Buda Department of Destination Services during one of the application periods listed below:

Event Months	Due Date
October - December 2022	September 1, 2022
January - March 2023	December 1, 2022
April - June 2023	March 1, 2023
July - September 2023	June 1, 2023

2. All applicants requesting funding for tourism related events or activities that are hosted on City of Buda owned property or right-of-way must submit their Special Events Packet to the Parks Department by the packet's required **60-day deadline in order to be considered.**
3. The Hot Grant application must be completed in its entirety in order for the tourism related event/activity expenditure to be considered for funding. If any portion of the application is not applicable to your request, you must include an explanation in writing why that portion does not apply to your request, or your application will not be considered. If it is determined that the portion is required for your request, you will be given one week to turn in the incomplete portion of the application.
4. Expenditures of hotel occupancy tax must **directly** enhance and promote tourism and the hotel industry in the City of Buda and its extraterritorial jurisdiction. All events/expenditures must pass the two-part test (*found on page 1.*) to be eligible for funding. If an event/expenditure is not reasonably likely to accomplish this result, it will not be funded by the City of Buda hotel occupancy tax reimbursement grant.
5. Applicants applying for HOT funds for advertising and promotion must focus the requested funding on targeting overnight guests. Only advertising that is outside of a 100-mile radius of the Buda city limits will be reimbursed through this grant.
6. The applicant must present reasonable evidence that the tourism related event/activity expenditure will **increase overnight stays** in Buda and that the increase is **consistent with the level of funding requested.** For example, organizations should provide hotel room night stay history from past events.



7. A detailed expense plan must be provided with your application. *(For example, if you are requesting funds for marketing, a marketing plan is required to show how your organization intends to spend grant funds. If your organization plans to use funds for rental of equipment for a sporting event, you must provide an expense list for planned rentals.)* Expenses are limited to the nine allowable uses by state law. (Found on page 1)
8. It is **required** that all Buda hotels and bed & breakfasts are listed on all information provided to registrants and vendors/event attendees, including the event website. Information must include the lodging facilities current phone number, email and/or websites. Any event organizers awarded funds must provide proof with their post-event report that hotels were listed on the required items as described above in order to receive reimbursement funds for their event. All Buda hoteliers and the Department of Destination Services must be made aware of the event and event details in writing **60 days** prior to the event. Copies of these notices must be provided with the post-event report. Attach the notice that was sent to the hotel about the event.
9. The event organizers **MUST** keep track of overnight stays that are booked in Buda hotels and/or bed & breakfasts as a direct result of their event. Hoteliers, at their discretion, may help keep track of overnight stays at the request of the event organizers. All requests for tracking must be made by the event organizers to each individual hotel and bed and breakfast. It is required for all overnight stays to be listed on your post-event report. **If event organizers do not keep track of overnights stays from the event, they will not receive reimbursement funds.**
10. The funds through this grant **do not** cover promotional items (i.e., shirts, hats, koozies, etc.) that the event organizers sell prior, during or after their event. The grant does reimburse promotional items that are purchased and given away for free as an advertising strategy in order to promote the event.
11. The City of Buda shall be recognized as an event sponsor and receives benefits at the sponsorship level consistent with the grant amount awarded. The City of Buda
12. Department of Destination Services website (www.discoverbudatx.com) must be listed on event websites or other materials provided to registrants, vendor/event attendees.



Post Event Report, Proofs of Payment, and Required Documentation

It is the responsibility of the event organization/representative to report the number of out-of-town guests (meaning outside of the Austin Metropolitan Area) and number of room nights stayed in Buda's lodging properties that resulted from the event. *(Please note that room nights generated in surrounding areas—outside of the Buda City limits—do not fulfill the requirements of the state law and will not be credited to your event.)* Post event documentation must be submitted no later than **sixty (60) days** following the event/expenditure and should be submitted to the Department of Destination Services through the online portal located at www.discoverbudatx.com/grants. This grant is a reimbursement grant. In order to receive funds, you must submit the following:

- A Cover Letter
- Number of attendances
- Room night stays along with proof
- Proof of payment of rooms
- Proof of event notices sent to hotels
- Proof of the listing of Buda Hotels
- W9
- Proof of payment for eligible, reimbursable expenses, which includes: a statement showing a zero balance, receipts, copy of cancelled checks, etc. *(Invoices, estimates, quotes, Incursion orders, add agreements, and in kind or trade agreements will not be accepted).*

Please print clearly and complete the following application.

ORGANIZATION/BUSINESS INFORMATION

Application Date: February 27, 2023

Name of Organization/Business: Buda Lions Club

Mailing Address per W9: [REDACTED]

Buda, Texas 78610

City, State, Zip:



Post Event Report, Proofs of Payment, and Required Documentation

It is the responsibility of the event organization/representative to report the number of out-of-town guests (meaning outside of the Austin Metropolitan Area) and number of room nights stayed in Buda's lodging properties that resulted from the event. *(Please note that room nights generated in surrounding areas—outside of the Buda City limits—do not fulfill the requirements of the state law and will not be credited to your event.)* Post event documentation must be submitted no later than **sixty (60) days** following the event/expenditure and should be submitted to the Department of Destination Services through the online portal located at www.discoverbudatx.com/grants. This grant is a reimbursement grant. In order to receive funds, you must submit the following:


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- Proof of the listing of Buda Hotels
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- Proof of payment for eligible, reimbursable expenses, which includes: a statement showing a zero balance, receipts, copy of cancelled checks, etc. *(Invoices, estimates, quotes, Incursion orders, add agreements, and in kind or trade agreements will not be accepted).*

Please print clearly and complete the following application.

ORGANIZATION/BUSINESS INFORMATION

Application Date:

Name of Organization/Business: Buda Lions Club

Mailing Address per W9: 

City, State, Zip: Buda, TX 78610

Contact Name: Nancy Handrick



Contact Phone Number: [REDACTED]

Contact E-mail: [REDACTED]

Is your organization/business: Non-profit Private/For-Profit

Tax ID# [REDACTED]

Purpose of your organization/business:

Service Organization to the Buda Community and
We provide voluntary services through Community
involvement and International Cooperation

PROPOSAL INFORMATION

1. Does your Event/Expenditure pass **Part One** of the statutory Hotel Occupancy tax test, defined specifically as directly enhancing and promoting tourism in Buda and directly promoting the overnight accommodation industry in Buda by increasing overnight stays?

Yes No

2. Does your Events/Expenditure pass **Part Two** of the statutory test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or more of the following categories. Check all that applies:

Funding the establishment, improvement, or maintenance of a convention center or visitor information center

Paying the administrative costs for facilitating convention registration

Paying for advertising, solicitations, and promotion that attract tourists and convention delegates to the county or its vicinity

Expenditures that promote the arts

Funding historical restoration or preservation programs Certain

sporting event related expenses

Certain sporting related structures

Certain tourist shuttles

Signage directing tourists to attractions frequently visited by hotel guests.

Yes: No:

If the answer to one of the above two questions is "NO", you are not eligible for HOT funds and need not continue.

EVENT/EXPENDITURE DESCRIPTION

1. Is this a new event? Yes: No:

2. If no, did this event occur in Buda during the previous fiscal year? Yes: No:



3. Name of your event/expenditure: 26th Annual Buda Lions Club Country Fair & Wiener Dog Races
4. Website address of your event/expenditure: www.budalions.com
5. Date(s) of event/expenditure: April 29-30, 2023
6. Location of event/expenditure: Buda City Park
7. Description of event/expenditure: Fun event for the entire family. Generate support for local community service activities and organizations. Wiener dog Races, BBQ Cookout, Craft Booths, Kid Games, Food vendors (Non-profits), Entertainment & more!

Will there be an admission charge for this event/expenditure? Yes: No:

Please list any additional charges for this event/expenditure (i.e. parking, entry fees for contests, etc...)

Activity: _____ Cost: SEE ATTACHMENT A

Activity: _____ Cost: _____

Activity: _____ Cost: _____

8. How would grant funds be used if approved?

To pay for Advertising, TV ads, Radio Ads & more.

9. Purpose and goal of your organization and who benefits from your success:

Fundraiser to help the needy & other non-profits in the community. Involve local non-profits to support their fundraising activities. Generate funds to support Buda Lions Club Community Services & fundraising funding donations & needs.

VISITOR IMPACT

Please provide the following information:

Attendees	Approx #
Local	60 %
Out of Town	40 %

HOTEL IMPACT

Please provide the following information:

Attendees	Approx#
# of Rooms	N/A
# of Nights	N/A

1. Do you have a room block or use a discount code?

Yes: _____ No: X

2. How will you measure the impact of your event on area overnight facilities?

The available hotels are listed on our website. NOTE: After calling each hotel on the list, there were only a few hotels that allowed pets.

3. Please provide room night stays as a direct result of your event from the previous two years:

Year	Number of Room Nights
2021	N/A
2020	N/A

FUNDING REQUEST

1. Amount Requested: \$ 10,000

2. Current Operating Budget for Proposed Event/Expenditure: \$ 0/unknown

3. Total advertising/promotion budget: \$ 10,000

4. What is your organization's direct contribution to the above? \$ see Attachment B



5. How will the funds be used?

For Advertising for the event through print, TV, & Radio and Social Media,

6. Please indicate all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Paid Advertising	\$ _____	Press Releases to Media	\$ _____
Radio	\$ <u>4,353.00/2022</u>	Newspaper	\$ <u>2,088.00/2022</u>
Television	\$ _____	Direct Mailings	\$ _____
Distribution of Brochures	\$ _____	Direct Subscribers	\$ _____
Social Media	\$ _____	Online/digital	\$ <u>8,705.00/2022</u>
		Newsletter	\$ _____

7. How do you intend to advertise or promote your event to gain room night stays?

See Attachment C

REQUIRED ATTACHMENTS

Along with the application, please submit the following attachments:

- Itemized budget of expenditures of Grant Funds (see Attachment B)
- Expense and/or advertising/marketing plan, including targeted audience and list of media to be used (see Attachment C)
- List of Board of Directors/ Event Committee with contact phone numbers planning (see Attachment D)
- Event timeline or timeline through project completion (see Attachment E)
- Schedule of activities relating to your event/expenditure (Attachment F)
- W9 form for organization or representative to be reimbursed - (Attachment G)
- Any other information you feel will support your application

APPLICANT CERTIFICATION

(1) I have read the entire information in this application packet and understand and will comply with all provisions therein; and that I intend to use the grant for the event/expenditure to directly enhance and promote the tourism and hotel industry by attracting visitors from outside of Buda into the city or its ETJ to stay overnight in one of Buda's lodging facilities.



(2) I will abide by all relevant local, state, and federal laws/regulations regarding the use of Hotel Occupancy Tax.

(3) That grant funds are a reimbursement, and that only proven eligible expenses will be reimbursed.

(4) Applicant acknowledges that if grant funds are awarded, the event organizers agree to allow the financials of this event to be viewed at any time by the City of Buda prior to receiving reimbursement for the event.

Certified by: (signature) Print Name:

Nancy Handrick - Nancy Handrick
Title: *Secretary* Date: *3-10-23*

POST EVENT REPORT FORM

Thank you for your interest in promoting tourism and the hotel industry in Buda through the utilization of the City of Buda Hotel Occupancy Tax (HOT) funds. **All entities that are approved for such funds must submit a Post Event/Project Report Form within sixty (60) days of each funded event/project.** A copy of all invoices must be attached.

Today's Date: _____

Contact Name: _____

Contact Phone Number: _____ Contact E-mail: _____

ORGANIZATION/BUSINESS INFORMATION

Name of Organization/Business: _____

EVENT/EXPENDITURE

Name of Event/Expenditure: _____

Date of Event/Expenditure: _____

Primary Location of Event/Expenditure: _____

ATTACHMENT A

5. Please list any additional charges for this event/expenditure (i.e. parking, entry fees for contests, etc.)

BBQ Cook-Off - \$200.00

Craft vendor Booths - \$200/early - \$225/late

Pure Dog Races - \$30

Mixed Breed Dachshund Races - \$30

How Fast is Your Dog - \$5.00 per dog

Food Vendors - \$175 per food item

Gate Fee - \$5.00 for all ages

2022 ADVERTISING/HOT FUNDS

Newspapers/Other

Barton Publications

Hays Free Press (1/2 Page) \$ 543.00

Hays Free Press (1/4 Page) \$ 390.00

Hill Country Current (Readership attached) \$ 555.00

Hill Country Happenings (Front Page) \$ 600.00

Community Impact Newspaper (Dallas on-line) \$ 1,400.00

(Houston on-line) \$ 2,400.00

(San Marcos, Buda, Kyle) \$ 2,005.00

(Austin) \$ 2,900.00

\$ 10,793.00

Radio

Waterloo Media

\$4,353.00

\$ 4,353.00

Posters

\$ 336.78

T-Shirts

\$8,187.25

Trophies

\$1,750.00

\$ 10,274.03

Signs/Banners/Graphics

\$4,761.00

\$ 4,761.00

Buses

\$8,458.51

\$ 8,458.51

TOTAL

\$38,639.54

Attachment C –

2023 Buda Lions Club Country Fair and Wiener Dog Races Advertising and Marketing Plan

1. Williams Marketing will continue to do our marketing plan and prepare our media advertising information. They will develop a theme, design ads and posters, compose copy, distribute ads, promotional materials and be our representative in the electronic media markets.
2. Williams Marketing places ads for us on radio stations and targeted audience is the listeners of those radio stations.
3. Using Williams Marketing developed materials we can work with several publications and newspaper for ads and for other entertainment scheduling in their papers subject to the cost. The targeted audiences are the readership, both in print and on-line of this publication.
4. We will run ads in the Hays Free Press to gain maximum coverage of the local area newspaper readers. The targeted audiences are the readership, both in print and on-line of this publication.
5. We will place ads in several statewide magazines, notably Hill Country Current publications, Impact News in the Dallas-Fort Worth, Houston, Austin and San Antonio Area and in paper San Marcos-Buda-Kyle, and seek other publications with other distribution to promote our event broadly across the state. The targeted audiences are the readership, both in print and on-line of these publications.
6. Hotel information will be listed on our Buda Lions Club website along with the City of Buda Tourism Department information for ready reference to interested attendees. Hotels will be made aware of our event.

Attachment D –

2022-2023 Buda Lions Club Country Fair and Wiener Dog Races Board of Directors and Committee Members.

2022-2023 Buda Lions Club Officers (All officers are board members)

President – Lion Justin Krause

First VP – Lion Zack Barton

Second VP – Lion Kerman Hammond

Secretary – Lion Nancy Handrick

Treasurer – Lion Carla Woodworth

Membership Chair – Lion Sandra Bryant

Retention Chair – Lion Vincent Lecca

Service Chairperson – Lion Nancy Handrick

Lion Tamer – Lion Gilbert Arizmendez

Constitution & By-Laws Committee – PDG Charles Handrick

Tail Twister – Lion Tom Simcoe

Leo Chair – PDG Charles Handrick

Immediate Past President & LCIF Coordinator – Lion Michael Criner

Information Technology – Lion Justin Krause

Board Members – Lion Scott Cary, Lion Keith Handrick, Lion Brian Teets, Lion Greg Shindler, Lion Megan Shindler

Committee Chairs for Country Fair

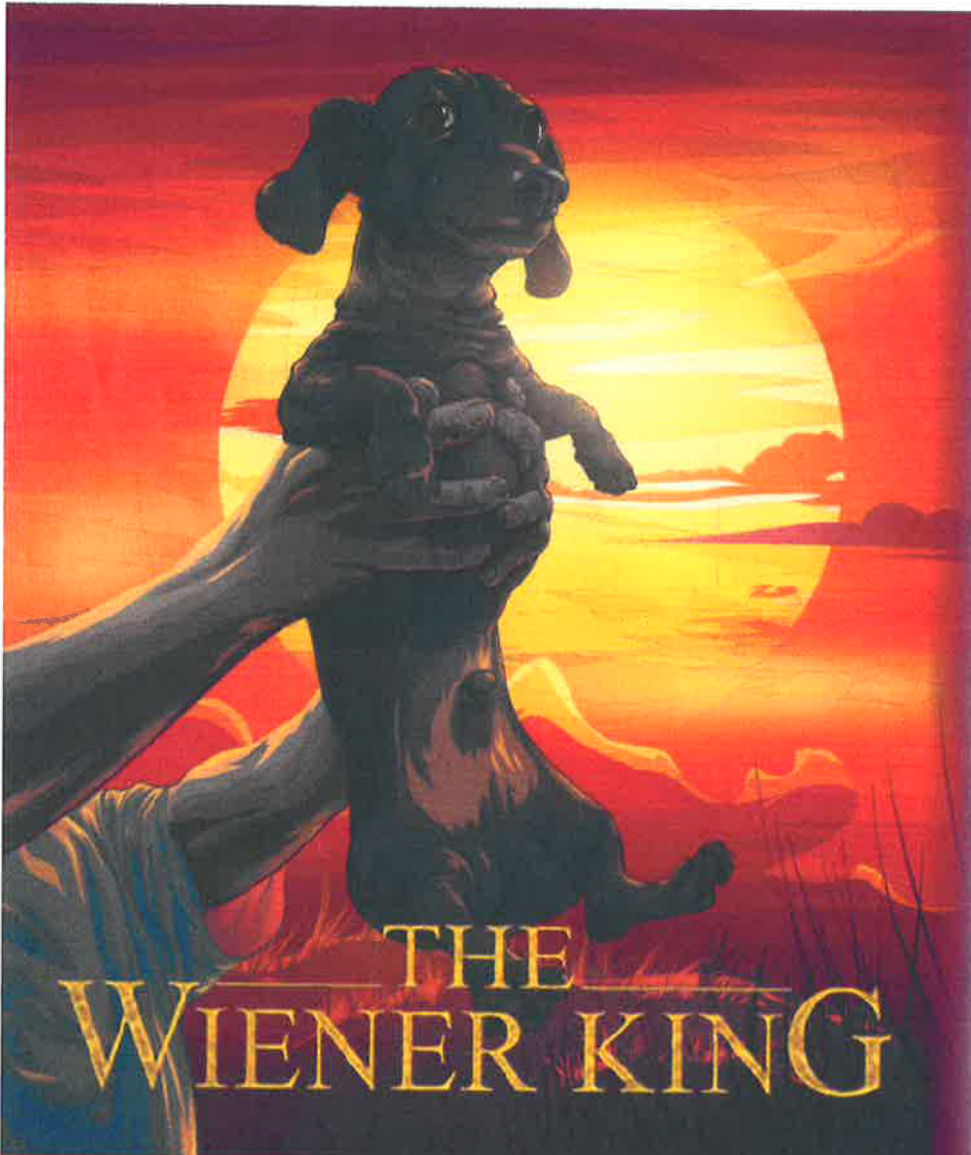
Sponsorships	Justin Krause
Sanitation & Fence	Michael Criner
Kids Games	Zack Barton
Parking at Cabela's	Charles Handrick
Security & Traffic	Constable John Ellen
Buses	Charles Handrick
BBQ Cook-Off	Frankie Hoch
Craft Vendors	Charles Handrick
Food Vendors	Brian Teets/Christine Farrell
Wiener Dog Races	Nancy Handrick
How Fast is your Dog	Rob Dugan
Drinks	Keith Handrick
Entertainment	Vincent Lecca

Entry Gates, and anything else needed - Justin Krause, Michael Criner, Keith Handrick, Charles Handrick & Paul Moses

Attachment E -

2023 Buda Lions Country Fair and Wiener Dog Races Event Planning Time Line

Planning begins about January 2023 for the 2023 Event. It continues weekly up to the beginning of the event in late April.



SATURDAY APRIL 23

- 8:00 a.m. Registration for Wiener Dog Races
- 8:00 a.m. Pet Parade Registration and Judging
- 9:00 a.m. Pet Parade begins
- 9:00 a.m. DJ Jimmy Z Starts
- 9:15 a.m. Olympic Hills Gymnastics
- 9:15 a.m. Opening Ceremonies - Presentation of Colors
- 9:15 a.m. Pet Parade Awards
- 10:00 a.m. Wiener Dog Races Begin
- 10:00 a.m. Pratt's Karate
- 11:00 a.m. Turn-In Beans
- 11:00 a.m. Jakku Temple Saber Guild
- 11:30 a.m. Mixed Breed Dachshund Races Begin
- 11:45 a.m. Mariachi Classico
- 12:00 p.m. Turn-In Chicken
- 12:30 p.m. How Fast is Your Dog???
- 1:00 p.m. Western Express
- 1:30 p.m. Turn-In Ribs
- 2:00 p.m. Wiener Dog Races Begin
- 3:00 p.m. Mixed Breed Dachshund Races Begin
- 3:00 p.m. Turn-In Brisket
- 3:30 p.m. The Merles
- 5:30 p.m. Cook-Off Awards

Buses 7:00 a.m. - 7:00 p.m.
Free Parking at Cabela's and Free Bus Ride to the Park

SUNDAY APRIL 24, 2022

- 8:30 a.m. Registration for Wiener Dog Races
- 9:00 a.m. DJ Jimmy Z
- 9:00 a.m. Servant Heart - The Journey UMC
- 10:00 a.m. Wiener Dog Races Begin
- 10:30 a.m. Elvis on Stage
- 11:30 a.m. Mixed Breed Dachshund Races Begin
- 12:30 p.m. How Fast is your Dog???
- 12:30 p.m. Jakku Temple Saber Guild
- 1:30 p.m. Mixed Breed Dachshund Finals & Awards
- 3:00 p.m. Wiener Dog Quarter Finals, Semifinals and Finals and Wiener Dog Winner Trophy Presentation

Buses 8:00 a.m. - 6:00 p.m.
Free Parking at Cabela's and Free Bus Ride to the Park

THE BUDA LIONS CLUB PROUDLY PRESENTS THE

25th Annual Wiener Dog Races

April 23-24 • 8 a.m.-6 p.m.

BUDA CITY PARK • 204 SAN ANTONIO STREET, BUDA, TEXAS



Lots of fun for your family and your pets
\$5 Gate Admission for adults and kids over 12
Kids under 12 are FREE

Ad Company Name	Amount	Invoice #	Date/Date Run	Event	Status
Hays Free Press	\$543.00	11557	4/13/2022	Wiener Dog Races	Accepted
Hays Free Press	\$390.00	63689	4/20/2022	Wiener Dog Races	Accepted
Horseshoe Bay Beacon (Hill Country Current)	\$555.00	7120	3/31/2022	Wiener Dog Races	Accepted
Hill Country Happenings	\$600.00	710	2/8/2022	Wiener Dog Races	Accepted
Community Impact - HTX Web	\$2,400.00	171223	March	Wiener Dog Races	Accepted
Community Impact - DTX Web	\$1,400.00	171223	March	Wiener Dog Races	Accepted
Community Impact - ATX Web	\$2,400.00	171940	March	Wiener Dog Races	Accepted
Community Impact - NEM Web	\$250.00	171940	March	Wiener Dog Races	Accepted
Community Impact - NSA Web	\$250.00	171940	March	Wiener Dog Races	Accepted
Community Impact - SBK Paper	\$2,005.00	172729	April	Wiener Dog Races	Accepted
Waterloo Media	\$4,063.00	N/A	April	Wiener Dog Races	Accepted
TOTAL Eligible Reimbursement					
	\$14,856.00				



Buda Lions Club

[REDACTED]
Buda, TX 78610

May 24, 2022

City of Buda
Department of Tourism
880 Main Street
Buda, TX 78610

Dear Ms. Gonzalez,

The Buda Lions Club is hereby submitting documentation for the Post Event Report for Hotel Occupancy Tax Funds as were allocated by the Buda City Council for our 25th Annual Buda Lions Country Fair and Wiener Dog Races on April 23 and 24, 2022.

Copies of receipts that reflect actual monies expended are attached along with copies of advertisements and other supporting documents.

If you should have any questions regarding this post event packet, please give me a call at [REDACTED]. Also, please let me know the date and time for a verbal follow-up report to the Buda City Council.

Sincerely,

A handwritten signature in cursive script that reads "Nancy Handrick".

Nancy Handrick
Secretary, Buda Lions Club
Advertising Committee Chair

Attachments



POST EVENT REPORT FORM

Thank you for your interest in promoting tourism and the hotel industry in Buda through the utilization of the City of Buda Hotel Occupancy Tax (HOT) funds. **All entities that are approved for such funds must submit a Post Event/Project Report Form within sixty (60) days of each funded event/project.** A copy of all invoices must be attached.

ORGANIZATION/BUSINESS INFORMATION

Today's Date: May 24, 2022 Name of Organization/Business: Buda Lions Club

Contact Name: Nancy Handrick

Contact Phone Number [REDACTED] Contact E-mail: [REDACTED]

EVENT/EXPENDITURE

Name of Event/Expenditure: 25th Annual Buda Lions Club Country Fair & Wiener Dog Races

Date of Event/ Expenditure: April 23 & 24, 2022

Primary Location of Event/Expenditure: Buda City Park

Amount Received from Hotel Occupancy Tax Funds: \$ 10,000

Amount Used from Hotel Occupancy Tax Funds: \$ 10,000 plus (See Attachment A)

1. What would you estimate was the actual attendance at the event/expenditure? 20,000 over two days which includes volunteers and comp guests/\$116,000 in expenses

2. How many room nights were generated in Buda hotels, motels, or bed and breakfasts by attendees of this event/expenditure? 26 from Dog Entries & Vendors, 95 answered yes at the gate.

3. Was a room block established for this event/expenditure at an area hotel/s? No How many rooms were nights were generated directly through the room block?

4. Please check all efforts your organization actually used to promote this event/expenditure and how much was actually spent in each category:

Paid Advertising \$ Press Releases to Media \$

Radio \$ 4,353 Newspaper \$ 10,793

Television \$ Direct Mailings \$

Distribution of Brochures \$ 336.00 Other (describe) \$ 8,187 T-shirts & \$4,761 Banners Buses - \$8,458.51



POST EVENT REPORT FORM

REQUIRED ATTACHMENTS

Along with the post-event report, please submit the following attachments:

Proof of payment for eligible, reimbursable expenses, which includes: a statement showing a zero balance, receipts, copy of cancelled checks, etc.

Documentation showing hotels being listed on registration information and/or website

Proof of contact with hotels regarding event dates and event/expenditure information including emails, call logs, etc.

W9 form for organization or representative to be reimbursed

Other information you feel will support your post-event report

Submit Completed Post-event Reports To:

Department of Tourism 880 Main Street, Buda, TX 78610

Or lgonzalez@ci.buda.tx.us

LIST OF HOTELS – Called each hotel on February 8 to check if they would be Pet Friendly and below is what I received in response to my question.

Americas Best Value Inn – No Pets

15101 S. IH-35
Buda, Texas 78610
512-312-1550

Best Western PLUS -No Pets

15295 IH-35
Buda, Texas 78610
512-361-0455

Candlewood Suites -Yes Pets – Spoke to Dee/No Blocks

2180 Main Street
Buda, Texas 78610
512-523-8233

Comfort Suites – Yes Pets – Let them know attending Wiener Dog Races and they will waive fee

15295 S. IH-35 Bldg. 800
Buda, Texas 78610
512-295-8600

Fairfield Inn & Suites -Incorrect Phone Number

1240 Cabela's Dr.
Buda, Texas 78610
512-295-1600

Hampton Inn & Suites -In the process of becoming Pet Friendly

1201 Cabela's Dr.
Buda, Texas 78610
512-295-4900

Holiday Inn Express & Suites -No Pets

15295 S. IH-35
Buda, Texas 78610
512-295-8040

Microtel Inn & Suites - Yes Pets with a charge

1285 Cabela's Dr.
Buda, Texas 78610
512-295-5444

Studio 6 - Yes Pets charge of \$20 per day

5163 Overpass Rd.
Buda, Texas 78610
512-312-4506

A Name

Central Texas Theatre Academy

☰ Notes

🔍 Assignee

☑ Status

A Organization/ Business Information

A Mailing Address as listed on W9

A City, State, Zip Code

A Contact Name

A Contact Phone Number

A Contact Email

☰ Is your organization/business:



A Tax ID #

☰ Purpose of your organization/business

Our mission is to provide every child in Central Texas with the opportunity to share their dreams of being on stage and participate in theatre, with the aim of instilling a life long appreciation of the arts providing a safe supportive space for social bonding and fostering the skills necessary to succeed in life including self-confidence, empathy, focus, teamwork, and creative thinking to solve problems, it is our aim to help your children become their complete selves.

For the purpose of this grant request, we are going into our third year producing the City of Buda summer musical at the Buda Amphitheatre & Park.

☰ Does your Event/Expenditure pass Part One of the statutory HOT test, defined specifically as directly enhancing and promoting tourism in Buda and directly promoting the overnight accommodation industry in Buda by increasing overnight stays?

Yes X +

☰ Does your Events/Expenditure pass Part Two of the statutory test, defined specifically as limiting the use of Hotel Occupancy Tax funds to one or more of the following categories. Check all that applies:

E penditures that promote the arts X +

☰ Is this a new event?

No X +

☰ If no, did this event occur in Buda during the previous fiscal year?

Yes X +

A Name of your event/expenditure

Seussical the Musical 2021, Shrek the Musical 2022

A Website address of our event/expenditure:

City of Buda Amphitheatre & Park

A Date(s) of event/expenditure:

June 30 July 2 July 7 9 July 14 16

A Location of event/expenditure:

City of Buda Amphitheatre & Park

A Description of event/expenditure:

Free professional summer musical for the community of Buda

☰ Will be there an admission charge for this event/expenditure?

No X +

A Please list any additional charges for this event/expenditure (ie. parking, entry fees for contests, etc...)

NA

A How would grant funds be used if approved?

To cover all production costs affiliated with the City of Buda Summer Musical 2023, Grease the Musical

A Purpose and goal of your organization and who benefits from your success?

We wish to continue to provide the City of Buda with a FREE high quality family friendly engaging summer musical Central Te as Theatre Academy makes 0 profit off of this partnership.

A How many local attendees do you estimate will attend?

2000+

A How many out of town attendees do you estimate will attend?

1000+

A How many hotel rooms do you estimate will be booked due to this event?

10+

A How many nights of hotel do you estimate your attendees will book?

2 nights on some occasions

☰ Do you have a room block or use a discount code?

No X +

A How will you measure the impact of your event on area overnight facilities?

Survey the audience every performance night

A How many room nights resulted due to your event in 2020?

4

A How many room night were

UNKNOWN

A Amount Requested?

10,000

A Current Operating budget for proposed event/expenditure?

10,000

A Total advertising/promotion budget?

\$400

A What is your organization's direct contribution to the above?

100%

A How will the funds be used?

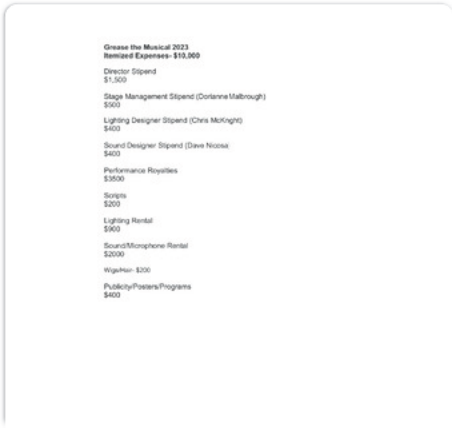
Please indicate all promotion efforts your organization is coordinating and the amount financially committed to each media outlet:

Paid Advertising Radio Distribution of brochures
 Social Media Press releases to media Newspaper
 Direct Subscribers Online/Digital Newsletter +

How do you intend to advertise or promote your event to gain room night stays?

Social Media platforms (Instagram, facebook, twitter), newsletters, posters distributed and posted, radio interviews, newspaper articles

Along with the Application, please submit the following attachments:



To the City of Buda Representatives:

We are so excited about bringing the 3rd annual FREE SUMMER MUSICAL IN THE PARK to Buda! The partnership with Central Texas Theatre Academy and Inspired Minds Arts Center brings both professional quality theatre, as well as a connection to the heart of art in Buda. We are proud to be considered as one of Buda's offerings for Arts in the Park and the Red, White, and Buda event.

We are proud to be a part of the expansion of art and theatre in Buda!

Thank you so very much.

Sincerely,

Bridget Gates

Executive Artistic Director, Central Texas Theatre Academy

Grease the Musical Organization Contact Information:

Bridget Gates (Production Director/Executive Artistic Director, Central Texas Theatre Academy):

[REDACTED]

[REDACTED]

[REDACTED]

Grease the Musical 2023
Itemized Expenses- \$10,000

Director Stipend
\$1,500

Stage Management Stipend (Dorianne Malbrough)
\$500

Lighting Designer Stipend (Chris McKnight)
\$400

Sound Designer Stipend (Dave Nicosia)
\$400

Performance Royalties
\$3500

Scripts
\$200

Lighting Rental
\$900

Sound/Microphone Rental
\$2000

Wigs/Hair- \$200

Publicity/Posters/Programs
\$400

July 24, 2022

To the City of Buda and Visit Buda, Tx,

We are so thankful to have had the opportunity to partner with Inspired Minds Art Center and Visit Buda, Tx to bring the city of Buda its second ever FREE summer musical in the park! What an honor and a thrill! While we were under the "Red, White, & Buda" event umbrella and were not required to count hotel rooms, we feel that the show brought so many people to Buda that had never been before. Every performance evening, we also heard residents of Buda talking about how excited they were that a free musical was now happening in Buda and that they now do not have to drive into Austin for Zilker. After each performance, we had the Shrek characters come out to take pictures with the audience and say hi to the children in attendance. The stories and praise the families gave the actors will forever live in our hearts. It truly was magical being in that beautiful park performing such a fun and loving family show under the stars for such a happy and thankful audience. Each night, I would thoroughly thank Visit Buda, Tx and the City of Buda for allowing us to be there to perform for the families of Buda for free. The audience would applaud and cheer in gratitude. I would also tell them that if this summer went as well as we hoped that we potentially be back every summer to bring the community a new musical each year. This was also met with so many "ooohs and aaaah" and cheering and applause. Thank you so much for enabling the families of Buda and the surrounding areas to attend professional live theatre for free at such a beautiful amphitheater. Knowing that we performed for so many families that would otherwise not be able to buy tickets to attend a musical was so heart-touching and so important to us. We are looking forward to hopefully partnering again next summer with Inspired Minds and the City of Buda to bring the amazing, fun, vibrant musical, GREASE to the community.

Thank you, again. We were so excited to have had the chance to perform for over 3,000 of the Buda community and surround areas!

Sincerely,
Bridget Gates

Executive Artistic Director, Central Texas Theatre Academy





POST EVENT REPORT FORM

Thank you for your interest in promoting tourism and the hotel industry in Buda through the utilization of the City of Buda Hotel Occupancy Tax (HOT) funds. **All entities that are approved for such funds must submit a Post Event/Project Report Form within sixty (60) days of each funded event/project.** A copy of all invoices **must** be attached.

Today's Date: 7/24/2022

Contact Name: Bridget Gates

Contact Phone Number: [REDACTED] Contact E-mail: [REDACTED]

ORGANIZATION/BUSINESS INFORMATION

Name of Organization/Business:

EVENT/EXPENDITURE

Name of Event/Expenditure: Shrek the Musical, in partnership with Inspired Minds & Visit Buda, Tx

Date of Event/ Expenditure: July 1,2,3,8,9,10,15,16

Primary Location of Event/Expenditure: City of Buda Amphitheatre & Park

Amount Received from Hotel Occupancy Tax Funds: \$ 10,000

Amount Used from Hotel Occupancy Tax Funds: \$ 10,000

1. What would you estimate was the actual attendance at the event/expenditure? 3,300 audience
2. How many room nights were generated in Buda hotels, motels, or bed and breakfasts by attendees of this event/expenditure? With Red, White, & Buda numbers
3. Was a room block established for this event/expenditure at an area hotel/s? No How many rooms were nights were generated directly through the room block?



4. Please check all efforts your organization actually used to promote this event/expenditure and how much was actually spent in each category:
Paid Advertising \$ _____ Press Releases to Media \$ (did this but for free) _____
Radio \$ Did this, free _____ Newspaper \$ _____
Television \$ _____ Direct Mailings \$ _____
Distribution of Brochures \$ \$400 Other (describe) \$ _____

POST EVENT REPORT FORM

REQUIRED ATTACHMENTS

Along with the post-event report, please submit the following attachments:

Proof of payment for eligible, reimbursable expenses, which includes: a statement showing a zero balance, receipts, copy of cancelled checks, etc.

Documentation showing hotels being listed on registration information and/or website Proof of contact with hotels regarding event dates and event/expenditure information including emails, call logs, etc.

W9 form for organization or representative to be reimbursed

Other information you feel will support your post-event report

Submit Completed Post-event Reports To:

Department of Tourism 880 Main Street, Buda, TX 78610

Or lgonzalez@ci.buda.tx.us

HOT Grant Reimbursement: Shrek the Musical, Central Texas Theater Academy

Item	Vendor	Invoice	Amount Eligible	Paid?	Amount Not Eligible	Reason
Shrek the Musical Lisence			\$3,385.00			
Lighting Equipment Rental	ATX Backline	2704	\$5,400.00	Yes		
Sound Equipment Rental	Rock N Roll Rentals	1690900	\$922.29	Yes		
Set Design - Caution Tape	Amazon		\$23.80	Yes		
Cherokee Drawstring Cargo Scrubs Pant, Pink	Amazon				\$14.98	Costume, could be re-used
Seymour The Scunk - 8 inch tail	Amazon				\$11.99	Costume, could be re-used
Coty Airspun Loose Face Powder, Translucent	Amazon		\$5.29	Yes		
Merhron Makeup CreamBlend - Green Body Paint	Amazon		\$12.95	Yes		
Mehron Makeup CreamBlend Stick - Light Grey Body Paint	Amazon		\$14.74	Yes		
Binary ABC Halloween Costume Gloves	Amazon		\$12.88	Yes		
Mehron Makeup Paradise AQ Face & Body Paint 8 colors	Amazon		\$34.95	Yes		
Glacier Tex Sports Cool Vest Bundle, Biobased Cooling Pack	Amazon				\$249.00	Costume, could be re-used
Golden Groundhog TCG Deck Box (Pokemon Cards)	Amazon				\$19.97	Pokemon Cards? Follow up
Smart Devil Portable Neck Fan	Amazon				\$31.99	Costume, could be re-used



Agenda Item Report

Legislative Board: City Council
Date: March 21, 2023
Contact: Alicia Ramirez, City Clerk
Agenda Item ID / Number: 2016-493- / K.1

ITEM TITLE: Deliberation and possible action to nominate and appoint members to the Charter Review Committee (City Clerk Alicia Ramirez) [PUBLIC TESTIMONY]

1. EXECUTIVE SUMMARY

In November 2007, the citizens of Buda voted to become a Home Rule City. Since then, the Council has appointed a Charter Review Committee in August 2011 and November 2016 to review and make recommendations on the various proposed amendments to the Charter. An election was held in November 2012 and November 2017, respectively. A copy of the Charter, Section 10.03 is attached.

2. BACKGROUND/HISTORY

In February 2023, the City Council was presented with three options to consider appointments and they agreed to Option 1 whereby each Councilmember recommends two individuals, with the second nominee serving as an alternate member.

Council also reviewed the following timeline:

- 1) Nominate and appoint members by April 2023
- 2) Members meet monthly and make their recommendations to City Council by August 2023
- 3) Council calls the election in August 2023
- 4) Conduct an election in November 2023

3. ANALYSIS

4. FINANCIAL IMPACT

Staff time as liaison for the committee, conduct and oversee meetings, and upon final approval of recommendations, the cost of an election - \$10,000.00 plus required publications at approximately \$1,000.00.

5. STRATEGIC PLAN/GOALS

OTHER

6. STRATEGIC PLAN OBJECTIVES

7. PROS AND CONS

None.

8. ALTERNATIVES

None.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Staff seeks Council's directive on appointing members to the Charter Review Committee.

Attachments:

[CHARTER ELECTIONS History and Timeline Nov23.pdf](#)
[Charter Article 10.03 Charter Review Committee.pdf](#)

CHARTER ORIGATION, AMENDMENTS, & ELECTIONS

SECTION 10.03 Charter Review Committee

<p>HISTORY:</p> <p>Initial Election 11/6/07 Adopted by Ordinance 11/14/07</p> <p>3rd Year: 4/5/11 Charter Review Committee recommissioned (10.03A)</p> <p>Election: 11/6/12 Amended by Ordinance 2012-18</p> <p>6TH Year: 3/7/17 Charter Review Committee recommissioned</p> <p>Election: 11/7/17 Amended by Order 2017-O-01</p> <p>TIMELINE:</p> <p>Next Scheduled Date:</p> <p>A.1. Appoint Members 2023 (6th year) A.2. Propose recommendations Jan – July 2023 A.3. Submit report to Council for review July 2023 A.4. File copy of report with City Secretary July 2023 C. Publish report in HFP and Website July 2023 D. Call/Order Election Aug 2023 Election Nov 2023</p>	<p>A. The City Council shall appoint a Charter Review Committee in the third (3rd) year after this Charter is adopted and every sixth (6th) year thereafter. The Charter Review Committee shall consist of seven (7) citizens of the City who shall:</p> <ol style="list-style-type: none"> 1. Inquire into the operation of the City government under the Charter and determine whether any provision requires revision. To this end public hearings may be held. The Committee may request the attendance of any officer or employee of the City the production of any City records that may be needed; 2. Propose any recommendations it deems desirable to insure compliance with the Charter; and 3. Report its findings and present its recommendations to the City Council in the form of a report; and 4. File a copy of its report with the office of the City Secretary where it shall be a public record. (Adopted by Ord. 071114 at an election held on November 6, 2007; Amended by Ord. 2012-18 at an election held on November 6, 2012, prop. 14) <p>B. The term of office of the Charter Review Committee shall be for not more than nine (9) months.</p> <p>C. Upon finalization of the Charter Review Committee’s report the City Council shall receive the report and have published in the official newspaper of the City public notice that a copy of the report is available in office of the City Secretary.</p> <p>D. City Council shall consider any recommendations made and may order any recommendations be submitted to the voters of the City in the manner provided by state law.</p> <p>E. Nothing in this section prohibits the City Council from forming a Charter Review Committee at any time or from submitting any amendments to the Charter to election on its own initiative as provided by Section 10.07 of this Charter at any time in compliance with state law.</p>
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Jan 2023	Jan – June 2023	July 2023	August 2023	November 2023
A.1. Appoint Members	A.2. Committee propose recommendations to ensure compliance (suggest meeting semi-monthly)	A.3. Submit report to Council for review 1 st & 3 rd Tuesday in July A.4. File copy of report with City Secretary July E. Publish report in HFP & Website July	E. Call/Order Election by 78 th day prior to election (Last day to order election)	November Election Day Early Voting: (period)

COMPLIANCE HISTORY		
Action	DATE	Reference
Initial Charter Election	11/06/2007	
Adopted by Ordinance	11/14/2007	#2007-1114
Filed SOS	12/27/2007	TxLGC 9.007
6th Year		
Charter Review Committee recommissioned	4/5/2011	Charter 10.03A
Election	11/6/2012	
Amended by Ordinance	08/07/2012	#2012-18
Canvassed by Resolution	11/15/2012	#R2012-25
Filed SOS	12/18/2012	TxLGC 9.007
6th Year		
Charter Review Committee recommissioned	3/7/2017	Charter 10.03A
Present Report to Council	08/08/2017	Charter 10.03A.3
Election	11/7/2017	
Amended by Order		#2017-O-01
Filed SOS	11/30/2017	TxLGC 9.007
PENDING – NEXT SCHEDULED REVIEW		
	Nov 2023	

Chapter CHA. Home Rule Charter

ARTICLE X. GENERAL PROVISIONS

§ 10.03. Charter Review Committee.

- A. The City Council shall appoint a Charter Review Committee in the third (3rd) year after this Charter is adopted and every sixth (6th) year thereafter. The Charter Review Committee shall consist of seven (7) citizens of the City who shall:
1. Inquire into the operation of the City government under the Charter and determine whether any provision requires revision. To this end public hearings may be held. The Committee may request the attendance of any officer or employee of the City the production of any City records that may be needed;
 2. Propose any recommendations it deems desirable to insure compliance with the Charter;
 3. Report its findings and present its recommendations to the City Council in the form of a report; and
 4. File a copy of its report with the office of the City Clerk where it shall be a public record.
- B. The term of office of the Charter Review Committee shall be for not more than nine (9) months.
- C. Upon finalization of the Charter Review Committee's report the City Council shall receive the report and have published in the official newspaper of the City public notice that a copy of the report is available in the office of the City Clerk.
- D. City Council shall consider any recommendations made and may order any recommendations be submitted to the voters of the City in the manner provided by applicable law.
- E. Nothing in this section prohibits the City Council from forming a Charter Review Committee at any time or from submitting any amendments to the Charter to election on its own initiative as provided by Section 10.07 of this Charter at any time in compliance with applicable law.

(Adopted by Ordinance 071114 at an election held on November 6, 2007; Amended by Ordinance 2012-18 at an election held on November 6, 2012, prop. 14)



Agenda Item Report

Legislative Board: City Council
Date: March 21, 2023
Contact: Alicia Ramirez, City Clerk
Agenda Item ID / Number: 2023-248- / N.1

ITEM TITLE: Update on Pending Items requested by City Council

1. EXECUTIVE SUMMARY
2. BACKGROUND/HISTORY
3. ANALYSIS
4. FINANCIAL IMPACT
5. STRATEGIC PLAN/GOALS
OTHER
6. STRATEGIC PLAN OBJECTIVES
NA
7. PROS AND CONS
8. ALTERNATIVES
9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Attachments:

[Pending Items.pdf](#)

PENDING ITEMS LIST

3/17/2023

REQUESTED DATE	COUNCIL MEMBER	REQUESTED ITEM	DEPARTMENT
2/7/2023	Staff	Charter Review Committee appointments	City Clerk
	staff	OBC Tank Update-Exec	PW
11/15/2022	staff	Drainage Master Plan Contract	Dev Svcs
	staff	Update on the Colony Project with Bridge Disucssion	Dev Svcs
	Staff	City Park Ad-hoc update	Parks
	Staff	SUP 22-03 Carswash in B-3 Gateway	Dev Svcs
3/30/2022	Staff	Update to Hazard Mitigation Plan	PW
	Ture	Fiber installation & options, coordinating work	Admin
	Urbanovsky	research the possibility of continuing the Capital of Texas Motorcycle Chute Out event.	Destination/ Police
	Staff	Recognition of PW & Parks Staff for Winter Storm Response	Admin