

## **MEMORANDUM OF UNDERSTANDING**

Between the City of Burnet and Burnet County  
For the Production of a “Welcome to Burnet” Video by Hi-Town Media

### **I. Purpose**

This Memorandum of Understanding (MOU) is entered into by and between the City of Burnet (“City”) and Burnet County (“County”) for the shared funding of a “Welcome to Burnet” video produced by Hi-Town Media. The video will showcase the character, beauty, and spirit of Burnet through the use of existing archival footage and newly filmed scenes.

### **II. Scope of Work**

Hi-Town Media will provide the following services:

- Use of archived Hi-Town Media footage highlighting Burnet city and county landmarks, businesses, and community life.
- Additional on-location filming to capture updated scenes and perspectives.
- Collaborative planning with City of Burnet and Burnet County representatives to shape the story and visual approach.
- Professional editing, sound, and color grading to produce a polished final video.
- Delivery of a completed “Welcome to Burnet” video suitable for digital and public presentation.
- The final delivered product must be accepted by both the City and County.

### **III. Cost Sharing**

- The City shall procure the vendor for a total project cost not to exceed \$5,000.00.
- The City agrees to pay \$2,500.00 toward the total cost.
- The County agrees to pay \$2,500.00 toward the total cost after the final delivered product is accepted.

### **IV. Ownership and Use**

- Both the City and the County shall have full and equal rights to use, share, and distribute the completed video.
- The City intends to utilize the video on its website, social media platforms, and during the State of the Community event.
- The County shall have unrestricted use of the video for promotional and community purposes.

### **V. Term**

This MOU shall become effective upon signature by both parties and shall remain in effect until completion and final delivery of the video project, unless extended or terminated by mutual written agreement.

### **VI. General Provisions**

- This MOU represents the full understanding between the parties regarding this project.
- Any amendments must be made in writing and signed by both parties.

**City of Burnet**

By: \_\_\_\_\_

Name: Gary Wideman

Title: Mayor

Date: \_\_\_\_\_, 2025

**Burnet County**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_, 2025