



**SHADY SHORES TOWN COUNCIL
REGULAR SESSION
AUGUST 12, 2019; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

CALL TO ORDER

ROLL CALL

Establish a quorum.

PLEDGE ALLEGIANCE TO THE UNITED STATES FLAG AND THE TEXAS FLAG. (HONOR THE TEXAS FLAG; I PLEDGE ALLEGIANCE TO THEE, TEXAS, ONE STATE UNDER GOD, ONE AND INDIVISIBLE.)

PROCLAMATIONS, PRESENTATIONS AND AWARDS

1. Mayor's Proclamation in support of Live United September 2019
2. Sue Tejml will be present to give an update on the Denco 9-1-1 Board.

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

3. Keep Shady Shores Beautiful
4. Animal Control
5. Code Enforcement
6. Planning and Zoning Commission
7. Police Department
- 1 Police Chief Jerry Garner will be present for introductions and questions.
8. Fire Department
9. Staff Report
10. Roads, Drainage, Capital Improvements
11. Announcements

CONSENT AGENDA

Each item listed on the consent agenda is considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

12. Financial Reports- Consider and Act on the Financial Reports for the 3rd Quarter 2019 (April-June)
13. Interlocal Agreement with Denton County for Tax Collection
14. Approval of the minutes of the July 8th, 2019 Town Council Meeting Minutes and the July 8th, Special Called Meeting (Budget Worksession).
15. Approval of a Resolution Voting for Sue Tejml to serve on the Denco 9-1-1 Board.

16. Approval of a Resolution Stating Intent to Renew the Fire Contract with the City of Corinth (Lake Cities Fire Department)

CITIZENS COMMENTS

This is your opportunity to comment on an item on the agenda, or any other relevant topic. If the item on the agenda you wish to comment on is set for a public hearing, please give your remarks on that item when the public hearing is opened. Speakers will be limited to three (3) minutes.

REGULAR AGENDA ITEMS

17. Consider and act on approval of a resolution setting a proposed tax rate and setting a time and date for the proposed public hearings on the tax rate and budget.

18. Public Hearing- Safe Routes to School Project-

A. Open the Public Hearing

B. Interested Parties

C. Close Public Hearing

19. Approval of a Resolution for Financial Support of the Proposed Safe Route To School Project.

20. Watkins Replat- Consider and take action relative to a request for a replat made by Stephen Watkins for Hidden Valley Airpark Lot 12.

21. Public Works Contract- Consider and act on an individual or company to provide public works services for the Town of Shady Shores.

22. Interlocal Agreement Denton County (S. Shady Shores Road)- Consider and act on approval of an Interlocal Agreement with Denton County for the S. Shady Shores Road Project.

EXECUTIVE SESSION:

Pursuant to the provisions of Chapter 551, Texas Government Code, Vernon's Texas Codes Annotated, The Town Council may hold a closed meeting.

23. TX Local Government Code 551.074- Personnel Matters- Performance Reviews for Town Staff

a) Town Administrator/Secretary

b) Municipal Court Administrator

c) Office Clerk

d) Code Enforcement Officer

24. TX Local Government Code 551.071 Consultation with Attorney- Swanson Vs Town of Shady Shores

FUTURE AGENDA ITEMS AND STAFF DIRECTION

ADJOURN

The Town Council reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed on this agenda, as authorized by Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberation about Real Property), 551.073 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development).

I, Cindy Aughinbaugh, Mayor of the Town of Shady Shores do hereby certify that the above notice of the Regular Town Council Meeting was posted on the bulletin board at the Community Center, 101 S. Shady Shores Road, Shady Shores, Texas on _____ Day of _____ 2019, at _____ .M.

Cindy Aughinbaugh, Mayor

Address	Notes	Code
Jul 31, 2019 10:47 AM	i dispatched an officer to the area to look for two loose dogs	Animal Control
Jul 31, 2019 10:44 AM	i dispatched an officer to the area to look for two loose dogs	Animal Control
Jul 23, 2019 11:49 AM	Patrolled city focusing on stray animals.	Animal Control
Jul 18, 2019 10:43 AM	Patrolled city focusing on stray animals.	Animal Control
Jul 15, 2019 12:03 PM	i dispatched an officer to this location to pick up a contained stray dog.	Animal Control
Jul 15, 2019 10:09 AM	i dispatched an officer to a barking dog complaint.	Animal Control

Address	Notes	Code
Jul 10, 2019 10:29 AM	Patrolled city focusing on stray animals.	Animal Control
Jul 2, 2019 10:29 AM	Patrolled city focusing on stray animals.	Animal Control
Jul 1, 2019 12:32 PM	I received a complaint about dogs barking at this location. I was not able to verify the complaint.	Animal Control
Jul 1, 2019 10:12 AM	I SPOKE WITH THE OWNER OF THE DOGS AT THIS LOCATION. HE STATED THE DOGS WERE IN THE YARD FOR APPROX 20 T 30 MINS TO USE THE RESTROOM BUT WERE BROUGHT BACK INSIDE SOON AFTER. HE STATED THEY DO NOT LEAVE THE DOGS OUTSIDE FOR EXTENDED PERIODS UNLESS THEY ARE OUTSIDE WITH THEM.	Animal Control
Jul 1, 2019 10:11 AM	I DISPATCHED AN OFFICER TO THE LOCATION FOR A BARKING DOG COMPLAINT. THE OFFICER REPORTED HE DID NOT HEAR NUISANCE BARKING AND MADE CONTACT WITH THE OWNER.	Animal Control

Case Summary Report

8/5/2019

Case Information for Years 2018 - 2019

2019

Violations	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Trash and Debris	4	1	1	3	2	3	4	0	0	0	0	0	18
Parking Violation	5	1	2	4	0	3	0	0	0	0	0	0	15
Failure to Obtain a Building Permit	3	1	0	2	2	1	0	0	0	0	0	0	9
Violation of Sign Ordinance	1	1	0	0	1	0	0	0	0	0	0	0	3
Nuisance Ordinance	0	0	1	0	0	0	0	0	0	0	0	0	1
Obstructed Drainage Easement	0	0	2	0	0	1	0	0	0	0	0	0	3
Failure to Maintain a Solid Waste Account	0	0	1	0	0	25	0	0	0	0	0	0	26
High Grass & Weeds	0	1	0	17	4	23	7	0	0	0	0	0	52
Other	0	0	0	1	3	2	0	0	0	0	0	0	6
PARKING OF PROHIBITED VEHICLE	0	0	0	1	0	0	0	0	0	0	0	0	1
Junked Vehicle	0	0	0	0	1	0	0	0	0	0	0	0	1
Dangerous Structures	0	0	0	0	0	1	0	0	0	0	0	0	1
Prohibited vehicle parking	0	0	0	0	0	0	1	0	0	0	0	0	1
Totals	13	5	7	28	13	59	12	0	0	0	0	0	137

2018

Violations	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Failure to Obtain a Building Permit	6	0	0	1	1	0	0	2	0	2	2	3	17
Portable Storage Unit	1	2	0	0	0	0	0	0	0	0	0	0	3
Nuisance Ordinance	4	0	0	0	0	1	2	1	0	0	1	0	9
Junked Vehicle	3	1	0	1	0	0	0	1	0	0	0	0	6
Parking Violation	1	3	2	12	14	3	6	17	4	6	5	4	77
Trash and Debris	7	5	5	4	0	2	0	8	0	0	3	2	36
Failure to Maintain a Solid Waste Account	10	2	15	6	1	0	0	2	1	0	1	9	47
Septic Complaint	1	0	0	0	0	0	0	0	0	0	0	0	1
Septic Complaint	1	0	0	0	0	0	0	0	0	0	0	0	1
Offensive Order from the Keeping of Animals	1	0	0	2	0	0	0	0	0	0	0	0	3
ZONING ORDINANCE VIOLATION	1	1	1	2	0	0	0	1	0	1	0	0	7
High Grass & Weeds	0	1	1	1	18	3	2	10	11	6	7	0	60
Obstructed Drainage Easement	0	12	0	0	0	0	0	0	0	1	0	0	13

Case Information for Years 2018 - 2019

Dangerous Structures	0	1	0	0	0	0	0	1	0	0	0	0	2
Zoning Ordinance Violation	0	1	0	0	0	0	0	0	0	0	0	0	1
Failure to Maintain a Septic Contract	3	0	0	0	0	0	0	0	0	0	0	2	5
USING AN RV AS LIVING QUARTERS	0	1	0	0	0	0	0	0	0	0	0	0	1
Animal Violation- Potbelly Pigs	0	0	1	0	0	0	0	0	0	0	0	0	1
ANIMAL CONTROL	0	0	1	0	0	0	0	0	0	2	0	1	4
Violation of Sign Ordinance	0	0	0	1	0	0	0	0	0	0	0	0	1
TREE LIMBS/BUSH HANGING IN RIGHT OF WAY	0	0	0	1	0	0	0	0	0	0	0	0	1
Obstruct Right of Way	0	0	0	2	5	1	0	2	0	0	0	0	10
Other	0	0	0	1	1	1	0	3	0	0	0	0	6
PARKING OF PROHIBITED VEHICLE	0	0	0	0	0	0	0	0	0	0	1	0	1
Totals	39	30	26	34	40	11	10	48	16	18	20	21	313



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: Planning and Zoning Commission

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



CORINTH POLICE DEPARTMENT Shady Shores



June 2019 Summary

OFFENSES

ASSAULTS	
Misdemeanor	1
Felony	0
FAMILY VIOLENCE ASSAULTS	
Misdemeanor	2
Felony	0
SEXUAL OFFENSES	
Total Sexual Offenses	1
DEATH - CRIMINAL (Homicide / Manslaughter)	
Total Criminal Deaths	0
MOTOR VEHICLE THEFTS	
Total Motor Vehicle Thefts	0
BURGLARY	
Residential	0
Motor Vehicle	0
Business / Construction	0
THEFT	
General / Shoplifting	0
ROBBERY	
Individual	0
Business	0
CRIMINAL MISCHIEF	
Vandalism / Graffiti	1
ALCOHOL RELATED	
Driving While Intoxicated	0
Driving Under Influence - Minor	0
Public Intoxication	0
Other Alcohol Related	0
DRUG RELATED	
Possession of Drugs	0
Poss of Drug Paraphernalia	0
Manuf./ Delivery of Drugs	0
TOTAL REPORTED OFFENSES	
	5

ACTIVITIES

CALLS FOR SERVICE	
Total Calls for Service	59
COMMUNITY POLICING	
Vacation Watches	58
VIPS-Vacation Watches	26
VIPS-Special Patrol	27
Direct Patrol / Park and Walk	128
ARRESTS	
Juvenile	0
Adult	5
Total Arrests	5
INVESTIGATIONS	
New Cases	8
Cases Cleared	1
Cases Declared Inactive	0
Cases Filed	5
TRAFFIC ENFORCEMENT	
Total Citations	2
Warnings	4
Total Citations / Warnings	6
MOTOR VEHICLE ACCIDENTS	
Offense Related	0
Traffic Accidents - Injury	0
Traffic Accidents - No Injury	0
Total Accidents	0
FALSE ALARMS	
False Alarms	5
JUVENILE CURFEW ENFORCEMENT	
Citations	0
Arrests	0
OFFICER CONDUCT	
Commendations Received	0
Complaints Received	0
Complaints Substantiated/Sustained	0
Complaints Unsubstantiated / Not Sustained	0



LAKE CITIES FIRE DEPARTMENT

SHADY SHORES

JANUARY - DECEMBER 31, 2019

Incident Call Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Alarm system activation, no fire - unintentional													0
Alarm system sounded due to malfunction			1		1		1						3
Animal rescue													0
Arcing, shorted electrical equipment					1		1						2
Assist Police or other agency													0
Assist invalid			1										1
Authorized controlled burning	1	1	1	7	1	7	1						19
Brush or brush-and-grass mixture fire													0
Building fire					1								1
Carbon monoxide incident					1								1
Carbon Monoxide detector No CO						1	1						2
Citizen complaint													0
Chimney Fire Contained to Chimney	1												1
Cooking Fire Confined to Container													0
Dispatched & cancelled en route													0
Electrical wiring/equipment problem, Other				1			1						2
Elevator Rescue													0
Emergency medical service, other													0
EMS call, excluding vehicle accident with injury	8	5	8	9	6	5	7						48
False alarm or false call, Other					1		1						2
Fire in mobile home used as fixed residence													0
Fire in motor home, camper, RV	1												1
Flood assessment													0
Gas leak (natural gas or LPG)		1											1
Good intent call, Other													0
Grass fire													0
HazMat release investigation w/no Hazmat							1						1
Hazardous Condition (No Fire)													0
Lock-out						1	1						2
Motor vehicle accident with injuries					1								1
Motor Vehicle Accident with no injuries													0
Motor Vehicle/Pedestrian Accident													0
No Incident found on arrival at dispatch address	1					1							2
Outside trash or waste fire													0
Outside equipment fire													0
Outside Storage Fire													0
Passenger Vehicle Fire	1												1
Person in Distress													0
Police matter													0
Power line down						2							2
Public Education				1	3								4
Public service				1			2						3
Rescue or EMS Standby							1						1
Rescue, water				1									1
Service Call, Other													0
Severe weather or natural disaster, Other													0
Smoke detector activation, no fire	1												1
Smoke/Heat detector activation due to malfunction	1						1						2
Smoke from barbecue, tar kettle													0
Smoke or odor removal													0
Smoke scare, odor of smoke													0
Sprinkler activation, no fire													0
System malfunction, Other													0
Unauthorized burning			1										1
Unintentional transmission of alarm, Other	1					1	2						4
Water or steam leak													0
Total	16	7	12	20	16	18	21	0	0	0	0	0	110

CORINTHLAKE

Incident Type Report (Shady Shores Summary)

07/01/2019 - 07/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	7	33.33%	\$0	0.00%
381 Rescue or EMS standby	1	4.76%	\$0	0.00%
	8	38.10%	\$0	0.00%
4 Hazardous Condition (No Fire)				
440 Electrical wiring/equipment problem, Other	1	4.76%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	4.76%	\$0	0.00%
	2	9.52%	\$0	0.00%
5 Service Call				
511 Lock-out	1	4.76%	\$0	0.00%
553 Public service	2	9.52%	\$0	0.00%
5531 Burn Inspection	1	4.76%	\$0	0.00%
	4	19.05%	\$0	0.00%
6 Good Intent Call				
671 HazMat release investigation w/no HazMat	1	4.76%	\$0	0.00%
	1	4.76%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	4.76%	\$0	0.00%
733 Smoke detector activation due to malfunction	1	4.76%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	4.76%	\$0	0.00%
736 CO detector activation due to malfunction	1	4.76%	\$0	0.00%
740 Unintentional transmission of alarm, Other	2	9.52%	\$0	0.00%
	6	28.57%	\$0	0.00%
Total Incident Count:	21		Total Est Loss:	\$0

CORINTHLAKE

Incidents by Township - Summary

07/01/2019 - 07/31/2019

Township	Count	Pct of Incidents
Corinth	142	44.10 %
Denton County	8	2.48 %
Denton	12	3.73 %
Hickory Creek	48	14.91 %
Highland Village	3	0.93 %
Lake Dallas	72	22.36 %
Lewisville	11	3.42 %
Little Elm	4	1.24 %
Pilot Point	1	0.31 %
Shady Shores	21	6.52 %
Total Incident Count:	322	

CORINTHLAKE

Aid Responses by Department (All Cities)

07/01/2019 - 07/31/2019

Type of Aid	Count
Corp of Engineers	
Other aid given	1
	1
Denton Fire Department	
Mutual aid received	1
Mutual aid given	2
Automatic aid given	2
	5
Highland Village Fire Department	
Mutual aid given	3
	3
Little Elm Fire Department	
Mutual aid received	4
Mutual aid given	2
	6
Lewisville	
Mutual aid received	3
Mutual aid given	7
	10
Pilot Point	
Mutual aid given	1
	1

CORINTHLAKE

Incident Type Report (Hickory Creek Summary)

07/01/2019 - 07/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	28	58.33%	\$0	0.00%
322 Motor vehicle accident with injuries	3	6.25%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	2.08%	\$0	0.00%
	32	66.67%	\$0	0.00%
4 Hazardous Condition (No Fire)				
424 Carbon monoxide incident	1	2.08%	\$0	0.00%
	1	2.08%	\$0	0.00%
5 Service Call				
511 Lock-out	1	2.08%	\$0	0.00%
550 Public service assistance, Other	2	4.17%	\$0	0.00%
5501 Public Education	1	2.08%	\$0	0.00%
	4	8.33%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	1	2.08%	\$0	0.00%
611 Dispatched & cancelled en route	4	8.33%	\$0	0.00%
651 Smoke scare, odor of smoke	1	2.08%	\$0	0.00%
	6	12.50%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	2.08%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	2.08%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	2.08%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	2	4.17%	\$0	0.00%
	5	10.42%	\$0	0.00%

Total Incident Count: 48

Total Est Loss: \$0

CORINTHLAKE

Incident Type Report (Lake Dallas Summary)

07/01/2019 - 07/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
160 Special outside fire, Other	1	1.39%	\$0	0.00%
	1	1.39%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	37	51.39%	\$0	0.00%
322 Motor vehicle accident with injuries	3	4.17%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	6	8.33%	\$0	0.00%
	46	63.89%	\$0	0.00%
4 Hazardous Condition (No Fire)				
411 Gasoline or other flammable liquid spill	1	1.39%	\$0	0.00%
420 Toxic condition, Other	1	1.39%	\$0	0.00%
422 Chemical spill or leak	1	1.39%	\$0	0.00%
	3	4.17%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	1.39%	\$0	0.00%
511 Lock-out	6	8.33%	\$0	0.00%
522 Water or steam leak	1	1.39%	\$0	0.00%
554 Assist invalid	2	2.78%	\$0	0.00%
	10	13.89%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	1	1.39%	\$0	0.00%
611 Dispatched & cancelled en route	2	2.78%	\$0	0.00%
622 No Incident found on arrival at dispatch address	5	6.94%	\$0	0.00%
631 Authorized controlled burning	1	1.39%	\$0	0.00%
	9	12.50%	\$0	0.00%
7 False Alarm & False Call				
733 Smoke detector activation due to malfunction	1	1.39%	\$0	0.00%
741 Sprinkler activation, no fire - unintentional	1	1.39%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	1.39%	\$0	0.00%
	3	4.17%	\$0	0.00%

Total Incident Count: 72

Total Est Loss: \$0



To: Mayor Cindy Aughinbaugh and Council Members
From: Wendy Withers, Town Secretary
CC: Jim Shepherd, Town Attorney
Date: August 6, 2019
Re: Staff Report

Monthly Statistics July 2019

Building Permit Report is attached

WEBSITE

Facebook has 671 (+17) - Town of Shady Shores
91 (+14) - Keep Shady Shores Beautiful
There are 419 (0) persons signed up to receive the e-news. (Year began with 369)

ADMINISTRATION

Projects this month include:

- ✓ Safe Route to School Call for Projects Update- invited to submit detailed application.
- ✓ Replat projects.
- ✓ Work on budget document
- ✓ Meetings in July-

Lake Cities Managers Meeting
Town Council Meeting 07/08/2019
Investment Committee 07/08/2019
Budget Work session 07/08/2019

Planning and Zoning Commission 07/01/2019

- ✓ Worked with Code Enforcement to notify and process code enforcement cases
- ✓ Municipal Court issues
- ✓ 4th of July Parade
- ✓ MS4 Stormwater Permit Update Coordination/submitted to the state
- ✓ Worked to Review Legislative Changes
- ✓ Worked on Financial Reports
- ✓ Met with public works candidates and reviewed financial information
- ✓ Drove town to look at code enforcement issues and other public works issues

Permit #	Property	Permit Type	Applied Date	Estimated Value
19-00090-01	501 Spring	Sprinkler Permit	7/8/2019	
19-00091-01	711 PARADISE COVE	Roof Permit	7/9/2019	
19-00092-01	1120 MCCLINTOCK	Roof Permit	7/9/2019	
19-00093-01	108 Everett Court	HVAC Permit	7/10/2019	
19-00094-01	104 WATERWOOD CIRCLE	HVAC Permit	7/10/2019	
19-00095-01	204 DOBBS	Septic Repair (additional later	7/12/2019	
19-00096-01	425 S Shady Shores Road Unit	Electrical Permit	7/17/2019	
19-00097-01	41 Hidden Valley Airpark	HVAC Permit	7/18/2019	
19-00098-01	817 Beckington Drive	Sprinkler Permit	7/19/2019	
19-00099-01	8 Terra Di Lago	HVAC Permit	7/19/2019	
19-00100-01	139 HIDDEN VALLEY AIRPARK	New Residence Permit	7/22/2019	\$1,818,850.00
19-00101-01	817 Tennington Lane	New Residence Permit	7/22/2019	\$455,950.00
19-00102-01	623 Stonehollow Drive	New Residence Permit	7/22/2019	\$441,950.00
19-00103-01	620 Ambergate Drive	Sprinkler Permit	7/23/2019	\$1,100.00
19-00104-01	1120 Cahill Way	Roof Permit	7/24/2019	
19-00105-01	501 Spring	Fence Permit	7/24/2019	
19-00106-01	309 Oberman	HVAC Permit	7/25/2019	
19-00107-01	100 Carolyn Lane	Electrical Permit	7/29/2019	
19-00108-01	15 Hidden Valley Airpark	Septic Permit	7/30/2019	
19-00109-01	205 Redbud Trail	Plumbing Permit	7/31/2019	

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Assets				
	100-1000	Consolidated Cash Equity	522,317.36	
	100-1021	Solid Waste and Recycling Chkg	107,705.98	
	100-1022	General Fund - Reserved	548,017.28	
	100-1023	Reserve Account	329,700.94	
	100-1024	GreenBank - Savings	26,891.88	
	100-1025	TX Republic Chkg	229,993.75	
	100-1026	Certificate of Deposit	0.00	
	100-1027	Access Bank- Savings	50,200.87	
	100-1028	Oakwood Bank	230,010.51	
	100-1029	Tex Pool Investment Account	201,033.30	
	100-1040	Petty Cash	97.43	
	100-1110	Accounts receivable	33,000.88	
	100-1299	Undeposited Funds	0.00	
	100-1310	Inventory Asset	0.00	
	100-1450	Prepaid expenses	29,654.81	
	100-1451	Interest Receivable	(254.63)	
	100-1452	INTEREST RECEIVABLE	254.63	
	100-1461	Taxes Receivable	7,257.10	
	100-1462	Due from Other Governments	0.00	
	100-1463	Rent Deposit	0.00	
	Total Assets		2,315,882.09	
				2,315,882.09

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Liabilities				
	100-2000	Accounts Payable / Due To Consolidated Cash	33,142.08	
	100-2010	Accounts payable	41,380.13	
	100-2098	Wages Payable	(6,708.17)	
	100-2100	Payroll Liabilities	(473.97)	
	100-2101	Payroll Liability	5,304.33	
	100-2102	Sales Tax	(10,547.19)	
	100-2103	Federal Withholding	(573.52)	
	100-2104	Social Security	(264.69)	
	100-2105	Medicare	(35.35)	
	100-2106	Health Care	(1,567.07)	
	100-2107	TMRS	5,241.28	
	100-2108	Life Insurance	(90.81)	
	100-2111	Direct Deposit Liabilities	0.00	
	100-2115	BP - Refund Payable	0.00	
	100-2116	BP - Deposit Refund Payable	0.00	
	100-2117	BP - Bond Liability	0.00	
	100-2140	Accrued sales taxes	(7,272.03)	
	100-2151	Deferred Taxes	7,257.10	
	100-2152	Solid Waste Deposit	3,650.44	
	100-2160	Municipal Court Technology Fund	(6.00)	
	100-2161	Municipal Court Security Fund	0.00	
	100-2162	Child Safety Fees	0.00	
	100-2165	Credit Card Convenience Fees	283.22	
	100-2300	Town Reserve Fuinds	0.00	
	100-2301	Emergency Operating Reserves	0.00	
	100-2302	Capital Reserves	0.00	
	100-2303	Roads,Bridge,Drainage Emergency	0.00	
	100-2400	State Fee	3,671.26	
	100-2401	Collection Agency Fees	1,808.20	
	100-2402	Juror Reimbursement Fee	374.44	
	100-2403	Indigent Defense Fund	187.19	
	100-2404	Moving Violation Fee	5.72	
	100-2405	State Traffic Fee	1,547.97	
	100-2406	OmniBase/FTA Fee	489.56	
	100-2407	OmniBase FTA Fee - Omnibase	48.00	
	100-2408	Time Payment	265.00	

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Liabilities				
	100-2409	Judicial Support Fee	561.56	
	100-2410	Truancy Prevention and Diversion Fund	192.00	
	100-2411	Bond Liability	0.00	
	100-2412	Child Safety Seat Belt Fine	0.00	
	Total Liabilities		<u>77,870.68</u>	
Fund Balance				
	100-3000	Fund Balance	(262,977.28)	
	100-3001	Fund Balance	0.00	
	100-3002	General Reserve Account	299,797.76	
	100-3003	Roads and Bridges Reserve Accou	848,505.77	
	100-3004	Capital Improvements Reserve	100,000.00	
	100-3010	Unrestrict (retained earnings)	1,299,296.01	
	Total Fund Balance		<u>2,284,622.26</u>	
		Total Revenue	1,452,480.76	
		Total Expenses	<u>1,219,182.66</u>	
		Current Year Increase (Decrease)	(46,610.85)	
		Fund Balance Total	2,284,622.26	
		Current Year Increase (Decrease)	<u>(46,610.85)</u>	
		Total Fund Balance/Equity	<u>2,238,011.41</u>	
	Total Liabilities & Fund Balance			<u><u>2,315,882.09</u></u>

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
210 - MC Building Security Fund				
Assets				
	210-1000	Consolidated Cash Equity	667.57	
	Total Assets		667.57	
				667.57

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
210 - MC Building Security Fund				
Liabilities				
	210-2000	Accounts Payable / Due To Consolidated Cash	0.00	
	Total Liabilities		0.00	
Fund Balance				
	210-3000	Fund Balance	340.64	
	Total Fund Balance		340.64	
		Total Revenue	326.93	
		Total Expenses	0.00	
		Current Year Increase (Decrease)	326.93	
		Fund Balance Total	340.64	
		Current Year Increase (Decrease)	326.93	
		Total Fund Balance/Equity	667.57	
	Total Liabilities & Fund Balance			667.57

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
220 - MC Technology Fund				
Assets				
	220-1000	Consolidated Cash Equity	890.24	
	Total Assets		890.24	
				890.24

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
220 - MC Technology Fund				
Liabilities				
	220-2000	Accounts Payable / Due To Consolidated Cash	0.00	
	Total Liabilities		0.00	
Fund Balance				
	220-3000	Fund Balance	454.17	
	Total Fund Balance		454.17	
		Total Revenue	436.07	
		Total Expenses	0.00	
		Current Year Increase (Decrease)	436.07	
		Fund Balance Total	454.17	
		Current Year Increase (Decrease)	436.07	
		Total Fund Balance/Equity	890.24	
	Total Liabilities & Fund Balance			890.24

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
999 - Consolidated Cash				
Assets				
	999-1000	Consolidated Cash Checking	523,875.17	
	999-1029	Tex Pool Investment Account	0.00	
	999-1201	Due From General Fund	26,433.91	
	999-1202	Due From MC Building Security Fund	0.00	
	999-1203	Due From MC Technology Fund	0.00	
	Total Assets		<u>550,309.08</u>	
				<u><u>550,309.08</u></u>

Town of Shady Shores
Balance Sheet
As of June 30, 2019

8/6/2019 2:50 PM

Account Type	Account Number	Description	Balance	Total
999 - Consolidated Cash				
Liabilities				
	999-2000	Accounts Payable	33,142.08	
	999-2098	Wages Payable	(6,708.17)	
	999-2999	Due To Other Funds	523,875.17	
	Total Liabilities		<u>550,309.08</u>	
		Total Revenue	0.00	
		Total Expenses	<u>0.00</u>	
		Current Year Increase (Decrease)	0.00	
		Fund Balance Total	0.00	
		Current Year Increase (Decrease)	<u>0.00</u>	
		Total Fund Balance/Equity	<u>0.00</u>	
	Total Liabilities & Fund Balance			<u><u>550,309.08</u></u>

Town of Shady Shores
Financial Statement
As of June 30, 2019

7/18/2019 1:56 PM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	59,130.61	139,105.03	(79,974.42)	1,441,974.21	2,541,179.00	56.74%	1,099,204.79
Court Revenue	1,613.59	1,666.67	(53.08)	10,506.55	20,000.00	52.53%	9,493.45
Revenue Totals	60,744.20	140,771.70	(80,027.50)	1,452,480.76	2,561,179.00	56.71 %	1,108,698.24
Expense Summary							
Not Categorized	188,378.19	175,145.69	13,232.50	1,082,833.30	2,400,299.00	45.11%	1,317,465.70
Personnel	16,308.23	13,710.96	2,597.27	136,349.36	160,880.00	84.75%	24,530.64
Expense Totals	204,686.42	188,856.65	15,829.77	1,219,182.66	2,561,179.00	47.60 %	1,341,996.34

Town of Shady Shores
Financial Statement
As of June 30, 2019

7/18/2019 1:56 PM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Not Categorized							
100-4010 Ad ValoremTax	6,238.78	7,651.96	(1,413.18)	966,937.45	968,603.00	99.83%	1,665.55
100-4020 Sales Tax	7,321.33	4,868.00	2,453.33	82,462.92	81,224.00	101.53%	(1,238.92)
100-4030 ONCOR	0.00	0.00	0.00	81,923.49	80,000.00	102.40%	(1,923.49)
100-4040 Atmos Energy	0.00	0.00	0.00	27,108.92	24,000.00	112.95%	(3,108.92)
100-4050 CoServe	0.00	5.00	(5.00)	0.00	60.00	0.00%	60.00
100-4060 Telephone Franchise	0.00	233.33	(233.33)	7,754.53	2,800.00	276.95%	(4,954.53)
100-4080 Charter Communication	0.00	2,186.17	(2,186.17)	17,201.11	26,234.00	65.57%	9,032.89
100-4102 Public Information Requests	0.00	4.17	(4.17)	0.00	50.00	0.00%	50.00
100-4103 Other Income	0.00	8.33	(8.33)	75.00	100.00	75.00%	25.00
100-4104 Interest Earned	1,727.95	844.25	883.70	14,276.10	10,131.00	140.92%	(4,145.10)
100-4105 Facility Rental	0.00	50.00	(50.00)	150.00	600.00	25.00%	450.00
100-4106 Reimbursements	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
100-4107 Community Events Income	50.00	83.33	(33.33)	792.50	1,000.00	79.25%	207.50
100-4201 Solid Waste Collections	39,490.55	29,308.00	10,182.55	162,460.42	214,027.00	75.91%	51,566.58
100-4202 Solid Waste Collection-Late Fee	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
100-4203 Connect Fees	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
100-4301 Local government grants	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
100-4503 Variances	510.00	0.00	510.00	5,085.00	1,000.00	508.50%	(4,085.00)
100-4504 Building Permit Fees	420.00	5,416.67	(4,996.67)	9,723.97	65,000.00	14.96%	55,276.03
100-4505 Inspections	3,372.00	0.00	3,372.00	60,947.80	0.00	0.00%	(60,947.80)
100-4506 Platting; Zoning Changes	(2,500.00)	0.00	(2,500.00)	0.00	0.00	0.00%	0.00
100-4506 Platting; Zoning Changes	2,500.00	0.00	2,500.00	5,075.00	5,000.00	101.50%	(75.00)
100-6003 Fund Balance Transfer	0.00	87,770.83	(87,770.83)	0.00	1,053,250.00	0.00%	1,053,250.00
Not Categorized Totals	59,130.61	139,105.03	(79,974.42)	1,441,974.21	2,541,179.00	56.74%	1,099,204.79

Town of Shady Shores
Financial Statement
As of June 30, 2019

7/18/2019 1:56 PM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Court Revenue							
100-4300 MUN Court SVC Fee Retained	445.39	1,666.67	(1,221.28)	3,561.50	20,000.00	17.81%	16,438.50
100-4302 Municipal Court Fines	1,168.20	0.00	1,168.20	6,907.55	0.00	0.00%	(6,907.55)
100-4306 Child Safety Seat Belt Fine	0.00	0.00	0.00	37.50	0.00	0.00%	(37.50)
Court Revenue Totals	<u>1,613.59</u>	<u>1,666.67</u>	<u>(53.08)</u>	<u>10,506.55</u>	<u>20,000.00</u>	<u>52.53%</u>	<u>9,493.45</u>
Revenue Totals	<u><u>60,744.20</u></u>	<u><u>140,771.70</u></u>	<u><u>(80,027.50)</u></u>	<u><u>1,452,480.76</u></u>	<u><u>2,561,179.00</u></u>	<u><u>56.71%</u></u>	<u><u>1,108,698.24</u></u>

Town of Shady Shores
Financial Statement
As of June 30, 2019

7/18/2019 1:56:28 PM

100 - General Fund Adminstrative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel	16,218.24	13,710.97	2,507.27	135,650.93	160,880.00	84.32%	25,229.07
Not Categorized	23,039.88	30,367.29	(7,327.41)	319,005.51	418,601.00	76.21%	99,595.49
Adminstrative Totals	<u>39,258.12</u>	<u>44,078.26</u>	<u>(4,820.14)</u>	<u>454,656.44</u>	<u>579,481.00</u>	<u>78.46%</u>	<u>124,824.56</u>

100 - General Fund Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	3,256.41	4,959.20	(1,702.79)	39,206.77	59,510.00	65.88%	20,303.23
Personnel	0.00	(0.01)	0.01	0.00	0.00	0.00%	0.00
Municipal Court Totals	<u>3,256.41</u>	<u>4,959.19</u>	<u>(1,702.78)</u>	<u>39,206.77</u>	<u>59,510.00</u>	<u>65.88%</u>	<u>20,303.23</u>

100 - General Fund Town Attorney	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	0.00	(1.18)	1.18	0.00	0.00	0.00%	0.00
Town Attorney Totals	<u>0.00</u>	<u>(1.18)</u>	<u>1.18</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00</u>

100 - General Fund Public Safety	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel	89.99	0.00	89.99	698.43	0.00	0.00%	(698.43)
Not Categorized	143,560.26	30,020.57	113,539.69	509,352.03	604,575.00	84.25%	95,222.97
Public Safety Totals	<u>143,650.25</u>	<u>30,020.57</u>	<u>113,629.68</u>	<u>510,050.46</u>	<u>604,575.00</u>	<u>84.37%</u>	<u>94,524.54</u>

100 - General Fund Development Services	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
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Town of Shady Shores
Financial Statement
As of June 30, 2019

7/18/2019 1:56:28 PM

Not Categorized	3,180.00	2,624.78	555.22	17,440.00	31,510.00	55.35%	14,070.00
Development Services Totals	<u>3,180.00</u>	<u>2,624.78</u>	<u>555.22</u>	<u>17,440.00</u>	<u>31,510.00</u>	<u>55.35%</u>	<u>14,070.00</u>

100 - General Fund Community Outreach	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	692.92	858.11	(165.19)	7,841.43	10,300.00	76.13%	2,458.57
Community Outreach Totals	<u>692.92</u>	<u>858.11</u>	<u>(165.19)</u>	<u>7,841.43</u>	<u>10,300.00</u>	<u>76.13%</u>	<u>2,458.57</u>

100 - General Fund Engineering	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	11,547.14	75,416.00	(63,868.86)	140,162.96	904,992.00	15.49%	764,829.04
Engineering Totals	<u>11,547.14</u>	<u>75,416.00</u>	<u>(63,868.86)</u>	<u>140,162.96</u>	<u>904,992.00</u>	<u>15.49%</u>	<u>764,829.04</u>

100 - General Fund Public Works	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	3,101.58	30,900.92	(27,799.34)	49,824.60	370,811.00	13.44%	320,986.40
Public Works Totals	<u>3,101.58</u>	<u>30,900.92</u>	<u>(27,799.34)</u>	<u>49,824.60</u>	<u>370,811.00</u>	<u>13.44%</u>	<u>320,986.40</u>
Expense Totals	<u>204,686.42</u>	<u>188,856.65</u>	<u>15,829.77</u>	<u>1,219,182.66</u>	<u>2,561,179.00</u>	<u>47.60%</u>	<u>1,341,996.34</u>

CASH FLOW ANALYSIS
FY 2019

Cash Flow

General Fund			Town of Shady Shores Reserve Account			Access Bank			Overall Balance	
Beginning Balance:	\$	503,435	\$	329,454	\$	50,163				
	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	
October	\$32,091	(\$61,034)	\$474,492	\$0	\$0	\$329,454	\$6	\$0	\$50,169	\$1,755,535
November	\$67,285	(\$73,468)	\$468,309	\$0	\$0	\$329,454	\$6	\$0	\$50,176	\$1,754,445
December	\$442,809	(\$148,025)	\$763,093	\$125	\$0	\$329,579	\$6	\$0	\$50,182	\$2,061,369
January	\$437,665	(\$145,362)	\$1,055,396	\$0	\$0	\$329,579	\$6	\$0	\$50,188	\$2,325,482
February	\$355,389	(\$304,413)	\$1,106,372	\$0	\$0	\$329,579	\$6	\$0	\$50,194	\$2,596,126
March	\$251,257	(\$360,506)	\$997,122	\$122	\$0	\$329,700	\$6	\$0	\$50,200	\$2,512,362
April	\$43,269	(\$315,906)	\$724,485	\$0	\$0	\$329,700	\$6	\$0	\$50,207	\$2,229,829
May	\$40,508	(\$41,420)	\$723,573	\$0	\$0	\$329,700	\$6	\$0	\$50,213	\$2,439,815
June	\$21,272	(\$182,538)	\$562,307	\$123	\$0	\$329,824	\$6	\$0	\$50,219	\$2,282,349
July	\$0	\$0	\$562,307	\$0	\$0	\$329,824	\$0	\$0	\$50,219	\$2,282,349
August	\$0	\$0	\$562,307	\$0	\$0	\$329,824	\$0	\$0	\$50,219	\$2,282,349
September	\$0	\$0	\$562,307	\$0	\$0	\$329,824	\$0	\$0	\$50,219	\$2,282,349

Texas Republic Bank			Solid Waste Accounts			General Fund Reserve Account			
Beginning Balance:	\$	228,458	\$	94,899	\$	547,398			
	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance
October	\$206	\$0	\$228,664	\$4,175	(\$274)	\$98,800	\$0	\$0	\$547,398
November	\$187	\$0	\$228,851	\$20,944	(\$16,091)	\$103,653	\$0	\$0	\$547,398
December	\$198	\$0	\$229,049	\$31,761	(\$20,207)	\$115,208	\$207	\$0	\$547,605
January	\$194	\$0	\$229,242	\$3,478	(\$31,916)	\$86,770	\$0	\$0	\$547,605
February	\$174	\$0	\$229,416	\$7,358	(\$16,028)	\$78,100	\$0	\$0	\$547,605
March	\$174	\$0	\$229,590	\$40,967	(\$16,441)	\$102,626	\$203	\$0	\$547,808
April	\$200	\$0	\$229,790	\$6,254	(\$16,853)	\$92,027	\$0	\$0	\$547,808
May	\$194	\$0	\$229,985	\$10,123	(\$98)	\$102,051	\$0	\$0	\$547,808
June	\$176	\$0	\$230,160	\$38,461	(\$35,567)	\$104,945	\$205	\$0	\$548,012
July	\$0	\$0	\$230,160	\$0	\$0	\$104,945	\$0	\$0	\$548,012
August	\$0	\$0	\$230,160	\$0	\$0	\$104,945	\$0	\$0	\$548,012
September	\$0	\$0	\$230,160	\$0	\$0	\$104,945	\$0	\$0	\$548,012

Green Bank			Tex Pool Accounts			Oakwood Bank			
Beginning Balance:	\$	26,516	Balance	\$0.00	Balance	\$226,013.00			
	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance
October	\$42	\$0	\$26,558	\$0	\$0	\$0	\$433	\$0	\$226,446
November	\$47	\$0	\$26,605	\$0	\$0	\$0	\$409	\$0	\$226,855
December	\$49	\$0	\$26,654	\$0	\$0	\$0	\$428	\$0	\$227,283
January	\$48	\$0	\$26,702	\$0	\$0	\$0	\$434	\$0	\$227,717
February	\$48	\$0	\$26,750	\$0	\$0	\$0	\$393	\$0	\$228,110
March	\$48	\$0	\$26,798	\$0	\$0	\$0	\$407	\$0	\$228,517
April	\$46	\$0	\$26,844	\$0	\$0	\$0	\$451	\$0	\$228,968
May	\$51	\$0	\$26,895	\$200,184	\$0	\$200,184	\$438	\$0	\$229,406
June	\$0	\$0	\$26,895	\$0	\$0	\$200,184	\$396	\$0	\$229,802
July	\$0	\$0	\$26,895	\$0	\$0	\$200,184	\$0	\$0	\$229,802
August	\$0	\$0	\$26,895	\$0	\$0	\$200,184	\$0	\$0	\$229,802
September	\$0	\$0	\$26,895	\$0	\$0	\$200,184	\$0	\$0	\$229,802



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: Interlocal Agreement with Denton County for Tax Collection

BACKGROUND/INFORMATION:

The Denton Central Appraisal District calculates and certifies the tax rolls. Each year the Denton County Tax Office requires an interlocal agreement for the collection of taxes. This year the Tax Office is offering a multi-year contract; which will renew automatically unless terminated by either party. Amendments to the parcel fee will be sent under separate notice

FINANCIAL IMPLICATIONS:

\$ 1.00 per Parcel

RECOMMENDATION/ACTION DESIRED:

Approve the interlocal agreement as presented.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. 2019_ILA_LETTER_TO_ENTITIES
2. 2019_MUNICIPALITY_DISTRICT_MULTI-YEAR_ILA

REVIEWED BY:



DENTON COUNTY
Office of
Michelle French, P.C.C.
Tax Assessor/Collector
1505 E. McKinney St.
Denton, TX 76209

July 2, 2019

Dear Taxing Entities,

The 2019 Denton County Interlocal Collection Agreement is finalized for issuance. The parcel fee for consolidated collections for the 2019 tax year is \$1.00 per parcel.

The contract is being released a little later this year as we wanted to ensure there was no legislation that would significantly change the manner by which we serve as your assessor/collector. Additionally, we have converted the contract into a multi-year contract.

After this year, you will no longer need to submit the contract annually, as it will renew automatically unless terminated by either party. The annual parcel fee will continue to be analyzed annually and submitted to you by separate notice.

The Interlocal Agreement is to be submitted to the Denton County Tax Office no later than September 4, 2019. This will provide the necessary time to add the Agreement to the Denton County Commissioners Court Agenda to be properly executed prior to October 1, 2019.

We are providing the Agreement in form-fillable PDF format for your convenience. **The Agreement must be submitted to our office in triplicate.** Please print three (3) copies of the completed Agreement and have all copies signed by the appropriate person in your entity. **Failure to submit three (3) originally signed Agreements may delay processing through Commissioners Court.**

Municipalities that have approved the creation of a Public Improvement District (PID) must complete the Public Improvement District Agreement. The proper Agreement will be dependent on whether the PID is a rate based or fixed lien assessment district. Please feel free to contact our office to assist you should you have questions about which district Agreement you may need to complete.

The address to mail the completed Agreements is as follows:

Office of Michelle French
Denton County Tax Assessor/Collector
P.O. Box 90223
Denton, TX 76202
Attn: Michelle French or Stacey Dvoracek

The physical address is as follows:

Office of Michelle French Denton County Tax Assessor/Collector
1505 E. McKinney Street
Denton, TX 76209
Attn: Michelle French or Stacey Dvoracek

As always, our office is here to assist you with any questions or concerns. We thank you for allowing Denton County to provide consolidated collections to your entity in order to better serve our mutual constituents.

Sincerely,

A handwritten signature in cursive script that reads "Michelle French".

Michelle French

Denton County Tax Assessor/Collector

THE STATE OF TEXAS §

COUNTY OF DENTON §

**INTERLOCAL COOPERATION AGREEMENT FOR PROPERTY TAX
ASSESSMENT AND COLLECTION BETWEEN DENTON COUNTY, TEXAS
AND
CITY/TOWN OF _____, TEXAS**

INTERLOCAL COOPERATION AGREEMENT –TAX COLLECTION

THIS AGREEMENT is made and entered into by and between **DENTON COUNTY**, a political subdivision of the State of Texas, hereinafter referred to as "**COUNTY**," and **CITY/TOWN OF _____**, Denton County, Texas, also a political subdivision of the State of Texas, hereinafter referred to as "**MUNICIPALITY**."

WHEREAS, COUNTY and **MUNICIPALITY** mutually desire to be subject to the provisions of V.T.C.A. Government Code, Chapter 791, the Interlocal Cooperation Act, and V.T.C.A., Tax Code, and Section 6.24; and;

WHEREAS, MUNICIPALITY has the authority to contract with the **COUNTY** for the **COUNTY** to act as tax assessor and collector for **MUNICIPALITY** and **COUNTY** has the authority to so act.

NOW THEREFORE, COUNTY and **MUNICIPALITY**, for and in consideration of the mutual promises, covenants, and agreements herein contained, do agree as follows:

I.

The effective date of this Agreement shall be October 1, 2019. The initial term of this Agreement shall be for a period of one year commencing October 1, 2019 and ending September 30, 2020. Following the initial term, this Agreement shall automatically renew for subsequent one-year terms, unless written notice of termination is provided by **COUNTY** or **MUNICIPALITY** no later than one hundred-eighty (180) days prior to the expiration date of the then-current term of the Agreement. If said notice is provided, this Agreement shall terminate at the end of the then-current term. During the initial term of this Agreement, the term "tax year" means tax year 2018 and the term "collection year" means 2019. During each subsequent renewal term, the term "tax year" means the year following the previous term's "tax year", and the term "collection_year" means the year following the previous term's "collection year." For example, during the first renewal term of this Agreement (October 1, 2020 – September 30, 2021), the term "tax year" means tax year 2019 and the term "collection year" means 2020, during the second renewal term of this Agreement (October 1, 2021 – September 30, 2022), the term "tax year" means tax year 2020 and the term "collection year" means 2021, and so on.

II.

For the purposes and consideration herein stated and contemplated, **COUNTY** shall provide the following necessary and appropriate services for **MUNICIPALITY** to the maximum extent authorized by this Agreement, without regard to race, sex, religion, color, age, disability, or national origin:

1. **COUNTY**, by and through its duly qualified tax assessor-collector, shall serve as tax assessor-collector for the **MUNICIPALITY** for ad valorem tax collection for the tax year. **COUNTY** agrees to perform all necessary ad valorem assessing and collecting duties for **MUNICIPALITY** and **MUNICIPALITY** does hereby expressly authorize **COUNTY** to do and perform all acts necessary and proper to assess and collect taxes for **MUNICIPALITY**. **COUNTY** agrees to collect base taxes, penalties, interest, and attorney's fees.

2. **COUNTY** agrees to prepare and mail all current and delinquent tax statements required by statute, supplemental changes for applicable property accounts, as well as prepare and mail any other mailing as deemed necessary and appropriate by **COUNTY**; provide daily and monthly collection reports to **MUNICIPALITY**; prepare tax certificates; develop and maintain both current and delinquent tax rolls, disburse tax monies to **MUNICIPALITY** daily (business day) based on prior day tax postings, approve and refund overpayment or erroneous payment of taxes for **MUNICIPALITY** pursuant to Texas Property Tax Code Sections 31.11 and 31.12 from available current tax collections of **MUNICIPALITY**; and to meet the requirements of Section 26.04 of the Texas Tax Code; and develop and maintain such other records and forms as are necessary or required by State law, rules, or regulations.

3. **COUNTY** further agrees that it will calculate the effective tax rates and rollback tax rates for **MUNICIPALITY**, however all calculations will be performed using only the Texas State Comptroller's "Truth In Taxation" formulas, and that such calculation will be provided at no additional cost to **MUNICIPALITY**. The information concerning the effective and rollback tax rates will be published in the form prescribed by the

Comptroller of Public Accounts of the State of Texas, and as required by Section 26.04 of V.T.C.A Tax Code. **MUNICIPALITY** shall notify tax assessor-collector no later than July 25th of the collection year that **MUNICIPALITY** wishes publication of forms or notices specified in this section. It is understood and agreed to by the parties that the expense of publication shall be borne by **MUNICIPALITY** and that **COUNTY** shall provide **MUNICIPALITY**'s billing address to the newspaper publishing the effective and rollback tax rates. In the event **MUNICIPALITY** requires early calculation based on certified estimate values, **MUNICIPALITY** must notify **COUNTY** no later than May 20th of the collection year that **MUNICIPALITY** wishes publication of forms or notices specified in this section

4. **COUNTY** agrees, upon request, to offer guidance and the necessary forms for posting notices of required hearing and quarter-page notices as required by Sections 26.05 and 26.06 of V.T.C.A. Tax Code, if **MUNICIPALITY** requests such no less than 7 days in advance of the intended publication date. **MUNICIPALITY** must approve all calculations and notices, in the format required by **COUNTY**, before publication may proceed. The accuracy and timeliness of all required notices are the responsibility of **MUNICIPALITY**. This Agreement is subject to and the parties herein shall comply with all applicable provisions of the Texas Property Tax Code and all other applicable Texas statutes. **COUNTY** will submit to **MUNICIPALITY** approval forms of the tax rate calculation and required notices. **MUNICIPALITY** must return executed approval forms to tax assessor/collector before notices may be appropriately submitted to the appraisal **MUNICIPALITY**, newspapers, etc. as required by law.

5. Should **MUNICIPALITY** vote to increase its tax rate above the rollback tax rate the required publication of notices shall be the responsibility of the **MUNICIPALITY**. Should **MUNICIPALITY** roll back the tax rate as a result of Tax Rate Rollback Election, the required publication of notices shall be the responsibility of **MUNICIPALITY**.

6. **COUNTY** agrees to develop and maintain written policies and procedures of its operation. **COUNTY** further agrees to make available full information about the operation of the County Tax Office to **MUNICIPALITY**, and to promptly furnish written reports to keep **MUNICIPALITY** informed of all financial information affecting it.

7. **MUNICIPALITY** agrees to promptly deliver to **COUNTY** all records that it has accumulated and developed in the assessment and collection of taxes, and to cooperate in furnishing or locating any other information and records needed by **COUNTY** to perform its duties under the terms and conditions of this Agreement.

8. **COUNTY** agrees to allow an audit of the tax records of **MUNICIPALITY** in **COUNTY'S** possession during normal working hours with at least 48 hours advance, written notice to **COUNTY**. The expense of any and all such audits shall be paid by **MUNICIPALITY**. A copy of any and all such audits shall be furnished to **COUNTY**.

9. If required by **MUNICIPALITY**, **COUNTY** agrees to obtain a surety bond for the County Tax Assessor/Collector. Such bond will be conditioned upon the faithful performance of the Tax Assessor/Collector's lawful duties, will be made payable to **MUNICIPALITY** and in an amount determined by the governing body of **MUNICIPALITY**. The premium for any such bond shall be borne solely by **MUNICIPALITY**.

10. **COUNTY** agrees that it will post a notice on its website, as a reminder that delinquent tax penalties will apply to all assessed taxes that are not paid by January 31st of the collection year.

11. **COUNTY** agrees that it will post to a secure website collection reports for **MUNICIPALITY** listing current taxes, delinquent taxes, penalties and interest on a daily basis through September 30th of the collection year. **COUNTY** will provide monthly Maintenance and Operation (hereinafter referred to as “MO”), and Interest and Sinking (hereinafter referred to as “IS”) collection reports; provide monthly recap reports; and provide monthly attorney fee collection reports.

12. **MUNICIPALITY** retains its right to select its own delinquent tax collection attorney and **COUNTY** agrees to reasonably cooperate with the attorney selected by **MUNICIPALITY** in the collection of delinquent taxes and related activities.

13. **MUNICIPALITY** will provide **COUNTY** with notice of any change in collection attorney on or before the effective date of the new collection attorney contract.

III.

COUNTY hereby designates the Denton County Tax Assessor/ Collector to act on behalf of the County Tax Office and to serve as Liaison for **COUNTY** with **MUNICIPALITY**. The County Tax Assessor/Collector, and/or his/her designated substitute, shall ensure the performance of all duties and obligations of **COUNTY**; shall devote sufficient time and attention to the execution of said duties on behalf of **COUNTY** in full compliance with the terms and conditions of this Agreement; and shall provide immediate and direct supervision of the County Tax Office employees, agents, contractors,

subcontractors, and/or laborers, if any, in the furtherance of the purposes, terms and conditions of this Agreement for the mutual benefit of **COUNTY** and **MUNICIPALITY**.

IV.

COUNTY accepts responsibility for the acts, negligence, and/or omissions related to property tax service of all **COUNTY** employees and agents, sub-contractors and/or contract laborers, and for those actions of other persons doing work under a contract or agreement with **COUNTY** to the extent allowed by law.

V.

MUNICIPALITY accepts responsibility for the acts, negligence, and/or omissions of all **MUNICIPALITY** employees and agents, sub-contractors and/or contract laborers, and for those of all other persons doing work under a contract or agreement with **MUNICIPALITY** to the extent allowed by law.

VI.

MUNICIPALITY understands and agrees that **MUNICIPALITY**, its employees, servants, agents, and representatives shall at no time represent themselves to be employees, servants, agents, and/or representatives of **COUNTY**. **COUNTY** understands and agrees that **COUNTY**, its employees, servants, agents, and representatives shall at no time represent themselves to be employees, servants, agents, and/or representatives of **MUNICIPALITY**.

VII.

For the services rendered during the tax year, **MUNICIPALITY** agrees to pay **COUNTY** for the receipting, bookkeeping, issuing, and mailing of tax statements as follows:

1. The current tax statements will be mailed by October 10th of the tax year or as soon thereafter as practical. Pursuant to Texas Property Tax Code §26.05(a), the **MUNICIPALITY** must adopt its tax year tax rate before the later of the applicable dates set forth therein. In order to expedite mailing of tax statements, **MUNICIPALITY** shall adopt and then deliver its adopted tax rate to **COUNTY** no later than said adoption deadline. Failure by **MUNICIPALITY** to adopt and then deliver the adopted tax rate to **COUNTY** by the adoption deadline set forth in §26.05(a) may result in delay of processing and mailing **MUNICIPALITY** tax statements. **MUNICIPALITY** agrees to assume the costs for additional delayed tax statements, processing and mailing as determined by **COUNTY**. An additional notice will be sent during the month of March following the initial mailing provided that **MUNICIPALITY** has requested such a notice on or before February 28th of the collection year. During the initial term of this Agreement, the fee for this service will be **\$1.00** per statement. During the first and second renewal terms of this Agreement, the fee for this service will be the per statement rate approved by Commissioners Court for the applicable tax year, provided notice of that rate is provided to **MUNICIPALITY** as described in Paragraph 8 of this Article VII. In the event **COUNTY** does not provide **MUNICIPALITY** with said notice, the rate charged during the preceding term will apply.

2. At least 30 days, but no more than 60 days prior to April 1st of the collection year and following the initial mailing, a delinquent tax statement meeting the requirements of Section 33.11 of the Texas Property Tax Code will be mailed to the owner of each parcel having delinquent taxes.

3. At least 30 days, but no more than 60 days prior to July 1st of the collection year and following the initial mailing, a delinquent tax statement meeting the requirements of Section 33.07 of the Texas Property Tax Code will be mailed to the owner of each parcel having delinquent taxes.

4. For accounts that become delinquent on or after June 1st of the collection year, **COUNTY** shall mail a delinquent tax statement meeting the requirements of Section 33.08 of the Texas Property Tax Code to the owner of each parcel having delinquent taxes.

5. In event of a successful rollback election which takes place after tax bills for **MUNICIPALITY** have been mailed, **MUNICIPALITY** agrees to pay **COUNTY** a programming charge of \$5,000.00. **COUNTY** will, pursuant to Property Tax Code Section 26.07(f), mail corrected statements to the owner of each property. The fee for this service will be the same per statement rate described in Paragraph 2 of this Article VII. When a refund is required per Property Tax Code Section 26.07(g), **COUNTY** will charge a \$.25 processing fee per check, in addition to the corrected statement mailing costs. Issuance of refunds, in the event of a successful rollback election, will be the responsibility of the **COUNTY**. **MUNICIPALITY** will be billed for the refunds, postage and processing fees.

6. **MUNICIPALITY** understands and agrees that **COUNTY** will, no later than January 31st of the tax year, deduct from current collections of **MUNICIPALITY** the "Total Cost" of providing all services described in paragraphs 1-5 above. This "Total Cost"

includes any such services that have not yet been performed at the time of deduction. During the initial term of this Agreement, the "Total Cost" of providing all services described in paragraphs 1-5 above shall be the total of: **\$1.00** (the "per parcel rate") x the total number of parcels listed on **MUNICIPALITY's** preceding tax year Tax Roll on September 30th of the tax year. During the first and second renewal terms of this agreement, the "per parcel rate" will be the per parcel rate approved by Commissioners Court for the applicable tax year, provided notice of that rate is provided to **MUNICIPALITY** as described in Paragraph 7 of this Article VII. In the event **COUNTY** does not provide **MUNICIPALITY** with said notice, the per parcel rate charged during the preceding term will apply.

In the event that a rollback election as described takes place, **COUNTY** shall bill **MUNICIPALITY** for the applicable programming charge, check processing fees, refunds paid, and refund postage costs. **MUNICIPALITY** shall pay **COUNTY** all billed amounts within 30 days of its receipt of said bill. In the event costs for additional delayed tax statements, processing and mailing are incurred as described in paragraph 1, **COUNTY** shall bill **MUNICIPALITY** for such amounts. **MUNICIPALITY** shall pay **COUNTY** all such billed amounts within 30 days of its receipt of said bill.

7. The County Budget Office establishes collection rates annually based on a survey of actual annual costs incurred by the County in performing tax collection services. The collection rate for each tax year is approved by County Commissioners' Court, and all entities are assessed the same per parcel collection rate. Following approval of the collection rate for each tax year, **COUNTY** will, at least sixty (60) days prior to the

expiration date of the then-current term of this Agreement, provide **MUNICIPALITY** with written notice of that rate.

VIII.

COUNTY agrees to remit all taxes, penalties, and interest collected on **MUNICIPALITY's** behalf and to deposit such funds into the **MUNICIPALITY's** depositories, as designated:

1. For deposits of tax, penalties, and interest, payment shall be by wire transfer or ACH to **MUNICIPALITY's** depository accounts only, and segregated into the appropriate MO and IS accounts. Only in the event of failure of electronic transfer protocol will a check for deposits of tax, penalty and interest be sent by mail to **MUNICIPALITY**.

2. If **MUNICIPALITY** uses the same depository as **COUNTY**, the deposits of tax, penalty and interest shall be by deposit transfer.

3. In anticipation of renewal of this Agreement, **COUNTY** further agrees that deposits will be made daily through September 30th of the collection year. It is expressly understood, however, that this obligation of **COUNTY** shall not survive termination of this Agreement, whether by termination by either party or by failure of the parties to renew this Agreement.

4. In event that **COUNTY** experiences shortage in collections as a result of an outstanding tax debt of **MUNICIPALITY**, the **MUNICIPALITY** agrees a payment in the amount of shortage shall be made by check or ACH to **COUNTY** within 15 days after notification of such shortage.

IX.

In the event of termination, the terminating party shall be obligated to make such payments as are required by this Agreement through the balance of the tax year in which notice is given. **COUNTY** shall be obligated to provide services pursuant to this Agreement during such period.

X.

This Agreement represents the entire agreement between **MUNICIPALITY** and **COUNTY** and supersedes all prior negotiations, representations, and/or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the governing bodies of both **MUNICIPALITY** and **COUNTY** or those authorized to sign on behalf of those governing bodies.

XI.

Any and all written notices required to be given under this Agreement shall be delivered or mailed to the listed addresses:

COUNTY:

County Judge of Denton County
110 West Hickory
Denton, Texas 76201
Telephone: 940-349-2820

MUNICIPALITY:

XII.

MUNICIPALITY hereby designates _____ to act on behalf of **MUNICIPALITY**, and to serve as Liaison for **MUNICIPALITY** to ensure the performance of all duties and obligations of **MUNICIPALITY** as stated in this Agreement. **MUNICIPALITY**'s designee shall devote sufficient time and attention to the execution of said duties on behalf of **MUNICIPALITY** in full compliance with the terms and conditions of this Agreement; shall provide immediate and direct supervision of the **MUNICIPALITY** employees, agents, contractors, subcontractors, and/or laborers, if any, in the furtherance of the purposes, terms and conditions of this Agreement for the mutual benefit of **MUNICIPALITY** and **COUNTY**.

XIII.

In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties that the remaining portions shall remain valid and in full force and effect to the extent possible.

XIV.

The undersigned officers and/or agents of the parties are the properly authorized officials and have the necessary authority to execute this agreement on behalf of the parties. Each party hereby certifies to the other that any resolutions necessary for this Agreement have been duly passed and are now in full force and effect.

Executed in duplicate originals this, _____ day of _____
2019.

COUNTY

MUNICIPALITY

Denton County Texas
110 West Hickory
Denton, Texas 76201

BY: _____
Honorable Andy Eads
County Judge

BY: _____
Name: _____
Title: _____

ATTEST:

ATTEST:

BY: _____
Juli Luke
Denton County Clerk

BY: _____
Name _____
Title _____

APPROVED FORM AND CONTENT:

APPROVED AS TO FORM:

Michelle French
Denton County
Tax Assessor/Collector

Assistant District Attorney



**SHADY SHORES TOWN COUNCIL
REGULAR SESSION
JULY 8, 2019; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

Cindy Aughinbaugh	Mayor	Present
Tom Newell	Mayor Pro Tem	Present
Charles Grimes	Councilmember	Present
Matthew Haines	Councilmember	Present
Jack Nelson	Councilmember	Present
Mike Nowels	Councilmember	Present

STAFF PRESENT: Wendy Withers, Town Administrator; Amber Schuler, Deputy Town Secretary; Jim Shepherd, Town Attorney; Richard Arvizu, Town Engineer.

CALL TO ORDER

Mayor Aughinbaugh called the meeting to order at 7:00 pm.

ROLL CALL

Establish a quorum.

Mayor Aughinbaugh called the roll and a quorum was established for the record.

PLEDGE ALLEGIANCE TO THE UNITED STATES FLAG AND THE TEXAS FLAG. (HONOR THE TEXAS FLAG; I PLEDGE ALLEGIANCE TO THEE, TEXAS, ONE STATE UNDER GOD, ONE AND INDIVISIBLE.)

PROCLAMATIONS, PRESENTATIONS AND AWARDS

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

1. Keep Shady Shores Beautiful- Wendy Withers gave the Keep Shady Shores Beautiful Report.

2. Animal Control-Councilmember Charles Grimes gave the animal control report.

3. Code Enforcement- Councilmember Charles Grimes gave the code enforcement report.

4. Police Department

Councilmember Matthew Haines gave the Police Report for the month of May 2019.

5. Fire Department

Mayor Pro Tem Tom Newell gave the Fire Department report for the month of June.

6. Staff Report-Town Administrator Wendy Withers gave the staff report.

7. Roads, Drainage, Capital Improvements

8. Announcements

Rebecca Morgan gave the planning and Zoning Report.

CONSENT AGENDA

Each item listed on the consent agenda is considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda. Information concerning consent agenda items is available for public review.

Tom Newell made a motion to approve the items on the consent agenda with the exception of the Interlocal Agreements with Denton County. Jack Nelson seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nowels, Nelson, Newell

Nays: None

The motion passed unanimously.

9. Minutes- Approval of the minutes of the June 10, 2019 Town Council Meeting.

10. Investment Committee Report- Consider and act on approval the 3rd Quarter Investment Committee Report.

11. Interlocal Agreements Denton County- Consider and act on approval of interlocal agreements with Denton County for the S. Shores Road Project.

12. Ordinance Appointing a Municipal Court Judge for Municipal Court of Record

CITIZENS COMMENTS

This is your opportunity to comment on an item on the agenda, or any other relevant topic. If the item on the agenda you wish to comment on is set for a public hearing, please give your remarks on that item when the public hearing is opened. Speakers will be limited to three (3) minutes.

REGULAR AGENDA ITEMS

13. Public Hearing- Conduct a public hearing relative to a request for a replat made by Steve Watkins for a replat of the property known as 12 Hidden Valley Airpark.

A. Open Public Hearing

B. Applicant

C. Those in Favor

D. Those Opposed

E. Close Public Hearing

Mayor Aughinbaugh opened the public hearing at 7:08 pm.

The applicant, Steve Watkins, was present and stated that the plat was approved at the Planning and Zoning meeting.

Jerald Yeltsin the surveyor also spoke regarding the replat.

No one spoke in favor

No one spoke in opposition

Public hearing closed at 7:09 pm.

14. Watkins Replat- Consider and take action relative to a request for a replat made by Stephen Watkins for Hidden Valley

Airpark Lot 12.

Matthew Haines made a motion to table approval of the plat for 30 days until further review, with the recommendations as provided by Planning and Zoning.

Matthew Haines amended his motion to extend approval for 30 days. Charles Grimes seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

15. Public Hearing- Conduct a public hearing relative to a request for a replat made by Cecil Carter for a replat of the property known as 111 Lakeshore, (Stephens Corner, Block A, Lot 4).

A. Open Public Hearing

B. Applicant

C. Those in Favor

D. Those Opposed

E. Close Public Hearing

Mayor Aughinbaugh opened the public hearing at 7:35 pm.

Applicant: Cecil Carter was present and would answer any questions.

Jerald Yeltsin what is presented on the topographic topo.

Mayor Aughinbaugh closed the public hearing at 7:55 pm.

16. Carter Replat- Consider and take appropriate action relative to a request for a replat made by Cecil Carter for the property known as 111 Lakeshore, (Stephens Corner, Block 4, Lot A)

Town Engineer Richard Arvizu recommended approval and that a drainage plan included in the building permit process.

Matthew Haines made a motion to approve the replat as presented. Jack Nelson seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

17. Public Hearing- Conduct a public hearing relative to a request for a replat made by Kenneth Wells for a replat of the property known as 145 Chaparral Estates.

A. Open Public Hearing

B. Applicant

C. Those in Favor

D. Those Opposed

E. Close Public Hearing

Mayor Aughinbaugh opened the public hearing at 8:00 pm

Kenneth Wells the applicant was present and available to answer any questions.

No one spoke in favor of the request.

No one spoke in opposition

Mayor Aughinbaugh closed the public hearing at 8:01 pm.

18. Wells Replat- Consider and take appropriate action relative to a replat of 145 Chaparral Estates.

Charles Grimes made a motion to approve the replat as presented. Matthew Haines seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Nowell, Newell

Nays: None

The motion passed unanimously.

19. Building and Standards Committee- Consider and act on appointment of individuals to serve on the Building and Standards Committee. Provide staff direction regarding initial meeting and training dates for new board members.

Mayor Aughinbaugh suggested that Allen Lea be removed from the list.

Tom Newell motion to appoint John McKenzie to the board as a regular member and Mary Britton to serve as an alternate. Matthew Haines seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

20. Public Works Contract- Consider and act on an individual or company to provide public works services for the Town of Shady Shores.

There was no action taken on this item.

EXECUTIVE SESSION:

Pursuant to the provisions of Chapter 551, Texas Government Code, Vernon's Texas Codes Annotated, The Town Council may hold a closed meeting.

FUTURE AGENDA ITEMS AND STAFF DIRECTION

ADJOURN

The meeting was adjourned at 8:23 pm.

PASSED AND APPROVED, THIS THE _____ DAY _____, 2019

APPROVED:

Cindy Aughinbaugh, Mayor

Attest:

Wendy Withers, Town Administrator



**SHADY SHORES TOWN COUNCIL
SPECIAL CALLED SESSION
JULY 8, 2019; 6:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

Cindy Aughinbaugh	Mayor	Present
Tom Newell	Mayor Pro Tem	Present
Charles Grimes	Councilmember	Present
Matthew Haines	Councilmember	Present
Jack Nelson	Councilmember	Present
Mike Nowels	Councilmember	Present

Staff Present: Wendy Withers, Town Administrator; Jim Shepherd, Town Attorney; Amber Schuler, Deputy Town Secretary

CALL TO ORDER

Mayor Aughinbaugh called the meeting to order at 6:00 pm.

ROLL CALL

Establish a quorum.

Mayor Aughinbaugh called the roll and a quorum was established for the record.

WORKSESSION

Conduct a worksession relative to the FY 2020 Town of Shady Shores Budget

A worksession was conducted relative to the proposed FY 2020 Town of Shady Shores Budget. There was no action taken on this agenda item.

FUTURE AGENDA ITEMS AND STAFF DIRECTION

There was no action on this agenda item.

ADJOURN

The meeting was adjourned at 6:30 pm.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2019

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Secretary/Administrator

Council Resolution No. _____

A RESOLUTION FOR THE APOINTMENT OF ONE MEMBER TO THE BOARD OF MANAGERS OF THE Denco AREA 9-1-1 DISTRICT.

WHEREAS, Section 772, health and Safety Code, provides that two voting members of the Board of Managers of an Emergency Communications District shall be appointed jointly by all cities and towns lying wholly or partly within the District;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF SHADY SHORES, TEXAS:

Section 1

The Town of Shady Shores hereby **VOTES TO APPOINT** Sue Tejml as a member of the Board of Managers of the Denco Area 9-1-1 District.

Section 2

That this resolution shall become effective immediately upon its passage and approval.

PASSED AND APPROVED this the _____ day of _____, 2019.

Mayor _____
Town of Shady Shores

ATTEST:

APPROVED AS TO FORM:

Town Administrator

Town Attorney



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: **Approval of a Resolution Stating Intent to Renew the Fire Contract with the City of Corinth (Lake Cities Fire Department)**

BACKGROUND/INFORMATION:

The Town of Shady Shores and City of Corinth signed an interlocal agreement for Fire Services in October 2016. Per the current contract the Town must deliver intent to renew the contract before October 1, 2019. Upon receiving the intent to renew, contract negotiations will begin. The contract expires September 30, 2021.

FINANCIAL IMPLICATIONS:

No financial implications until the 2022 FY budget.

RECOMMENDATION/ACTION DESIRED:

Approve the Resolution on the Consent Agenda and enter into contract negotiations with the City of Corinth.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: Consider and act on approval of a resolution setting a proposed tax rate and setting a time and date for the proposed public hearings on the tax rate and budget.

BACKGROUND/INFORMATION:

The Town of Shady Shores received the certified tax rolls from the Denton County Tax Office. After careful review of Budgetary needs and future improvements; the Budget Committee recommends to the Town Council a proposed tax rate of .321958 which will raise more revenue from property taxes than last year by \$86,374 which is a 6.2% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$23,717.

FINANCIAL IMPLICATIONS:

Proposed Tax Rate- .321958
Total Tax Revenue \$1,056,004

RECOMMENDATION/ACTION DESIRED:

approve .321958 as the "proposed" tax rate for 2019. This will require two public hearings prior to adoption of the rate.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Tax Recap Rates for 2019
2. Draft 2020 Budget July 30, 2019

REVIEWED BY:

TOWN OF SHADY SHORES

Tax Rate Recap for 2019 Tax Rates

Description of Rate	Tax Rate Per \$100	Tax Levy This is calculated using the Total Adjusted Taxable Value (line 19) of the Effective Tax Rate Worksheet	Additional Tax Levy Compared to <u>last year's tax</u> <u>levy</u> of 969,630	Additional Tax Levy Compared to <u>effective tax</u> <u>rate levy</u> of 990,405
Last Year's Tax Rate	0.314625	\$1,031,952	\$62,322	\$41,547
Effective Tax Rate	0.301958	\$990,405	\$20,775	\$0
Notice & Hearing Limit*	0.301958	\$990,405	\$20,775	\$0
Rollback Tax Rate	0.326114	\$1,069,635	\$100,005	\$79,230
Proposed Tax Rate	0.000000	\$0	\$-969,630	\$-990,405

Effective Tax Rate Increase in Cents per \$100

0.00	0.301958	990,405	20,775	0
0.50	0.306958	1,006,805	37,175	16,400
1.00	0.311958	1,023,204	53,575	32,799
1.50	0.316958	1,039,604	69,974	49,199
2.00	0.321958	1,056,004	86,374	65,599
2.50	0.326958	1,072,403	102,774	81,999
3.00	0.331958	1,088,803	119,173	98,398
3.50	0.336958	1,105,203	135,573	114,798
4.00	0.341958	1,121,603	151,973	131,198
4.50	0.346958	1,138,002	168,372	147,597
5.00	0.351958	1,154,402	184,772	163,997
5.50	0.356958	1,170,802	201,172	180,397
6.00	0.361958	1,187,201	217,572	196,797
6.50	0.366958	1,203,601	233,971	213,196
7.00	0.371958	1,220,001	250,371	229,596
7.50	0.376958	1,236,401	266,771	245,996
8.00	0.381958	1,252,800	283,170	262,395
8.50	0.386958	1,269,200	299,570	278,795
9.00	0.391958	1,285,600	315,970	295,195
9.50	0.396958	1,301,999	332,370	311,595
10.00	0.401958	1,318,399	348,769	327,994
10.50	0.406958	1,334,799	365,169	344,394
11.00	0.411958	1,351,199	381,569	360,794
11.50	0.416958	1,367,598	397,968	377,193
12.00	0.421958	1,383,998	414,368	393,593
12.50	0.426958	1,400,398	430,768	409,993
13.00	0.431958	1,416,797	447,168	426,393
13.50	0.436958	1,433,197	463,567	442,792
14.00	0.441958	1,449,597	479,967	459,192
14.50	0.446958	1,465,997	496,367	475,592

- *Notice & Hearing Limit Rate: This is the highest tax rate that may be adopted without notices and a public hearing. It is the lower of the rollback tax rate or the effective tax rate.
- School Districts: The school tax rate limit is \$1.50 for M&O, plus \$0.50 for 'New' debt plus a rate for 'Old' debt. 'Old' debt is debt authorized to be issued at an election held on or before April 1, 1991, and issued before September 1, 1992. All other debt is 'New' debt.

NOT APPROVED

Due to the passage of S.B. No. 656, Section 102.007 of the Texas Local Government Code was amended to require that the following information be included as the cover page for a budget document:

This budget will raise more revenue from property taxes than last year by \$ 86,374, which is a 6.2% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$ 23,717.

The record vote of the Shady Shores Town Council Members on the adoption of the 2020 Budget:

<u>Tax Rates</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
Total Property Tax Rate	.314625	.321958
Effective Tax Rate	.293423	.301958
Adopted M&O Rate	.314625	.321958
Effective M&O Rate	.293423	.301958
Rollback Rate	.316896	.326114

Town of Shady Shores
 Budget Report
 2019 - 2020 Fiscal Year Working Budget

NOT APPROVED

100 - General Fund	2019 Current	2020 Requested
Revenue Summary		
Court Revenue	20,000.00	20,000.00
Not categorized	2,541,179.00	1,830,869.00
Revenue Totals	<u>2,561,179.00</u>	<u>1,850,869.00</u>
Expense Summary		
Not categorized	2,400,299.00	1,680,122.00
Personnel	160,880.00	170,747.00
Expense Totals	<u>2,561,179.00</u>	<u>1,850,869.00</u>

NOT APPROVED

Town of Shady Shores
Budget Report
2019 - 2020 Fiscal Year Working Budget

100 - General Fund	2020 Requested
Court Revenue	
100-4300 MUN Court SVC Fee Retain	20,000.00
	-
Court Revenue Totals	20,000.00
	-
Not categorized	
100-4010 Ad ValoremTax	1,056,004.00
100-4020 Sales Tax	83,661.00
100-4030 ONCOR	82,000.00
100-4040 Atmos Energy	27,000.00
100-4050 CoServe	60.00
100-4060 Telephone Franchise	0.00
100-4080 Charter Communication	26,000.00
100-4102 Public Information Reques	50.00
100-4103 Other Income	100.00
100-4104 Interest Earned	14,000.00
100-4105 Facility Rental	600.00
100-4106 Reimbursements	100.00
100-4107 Community Events Incom	1,000.00
100-4201 Solid Waste Collections	218,000.00
100-4202 Solid Waste Collection-Lat	1,500.00
100-4203 Connect Fees	2,500.00
100-4301 Local government grants	4,000.00
100-4503 Variances	1,000.00
100-4504 Building Permit Fees	45,000.00
100-4506 Platting; Zoning Changes	5,000.00
100-6000 BUDGETED FUND BALANC	263,294.00
100-6003 Fund Balance Transfer	0.00
	-
Not categorized Totals	1,830,869.00

Town of Shady Shores
Budget Report
2019 - 2020 Fiscal Year Working Budget

NOT APPROVED

100 - General Fund	Adminstrative	2020 Requested
100-10-7100 Salary Adjustments		35,000.00
100-10-7105 Bank Service Charges		300.00
100-10-7107 Software		15,552.00
100-10-7108 Attorney Fees		30,000.00
100-10-7109 Office Supplies		3,500.00
100-10-7111 Library		29,046.00
100-10-7112 Accounting/Audit fees		7,545.00
100-10-7113 Legal Advertising		2,500.00
100-10-7114 Postage, shipping, delivery		1,500.00
100-10-7115 Books, subscriptions, reference		200.00
100-10-7116 Codification		3,500.00
100-10-7117 Election expenses		6,000.00
100-10-7118 Dues		1,200.00
100-10-7119 Ad Valorem Tax Svc		7,500.00
100-10-7150 Contingency provisions		35,007.00
100-10-7402 Postage- Solid Waste		1,700.00
100-10-7403 Solid Waste Contract		187,000.00
100-10-7601 Town Secretary		63,027.00
100-10-7602 Office Clerk		25,000.00
100-10-7603 Deputy Town Secretary		39,920.00
100-10-7604 Payroll Tax		13,000.00
100-10-7605 TMRS		15,000.00
100-10-7607 Staff Development		9,100.00
100-10-7608 Workers' Compensation		800.00
100-10-7609 Health Care		14,000.00
100-10-7901 Insurance		6,000.00
100-10-7902 Computer Expenses		15,000.00
100-10-7903 Telephone		2,800.00
100-10-7904 Utility Atmos Energy		1,000.00

NOT APPROVED

100-10-7905 Utility LCMUA	1,800.00
100-10-7906 Utility Electric	14,000.00
100-10-7907 Building Maintenance	22,000.00
Adminstrative Totals	609,497.00

100 - General Fund	Public Safety	2020 Requested
100-30-7107 Software		800.00
100-30-7701 Animal Control		16,500.00
100-30-7702 Code Enforcement Officer		15,000.00
100-30-7703 Fire Dept		336,209.00
100-30-7704 Police Patrol Svc		250,864.00
100-30-7705 Police Patrol Services- OT		2,000.00
100-30-7706 Child Safety Programs		4,000.00
Public Safety Totals		625,373.00

100 - General Fund	Municipal Court	2020 Requested
100-40-7107 Software		3,350.00
100-40-7108 Attorney Fees		8,000.00
100-40-7109 Office Supplies		100.00
100-40-7114 Postage, shipping, delivery		1,000.00
100-40-7150 Contingency provisions		0.00
100-40-7502 Municipal Judge		4,800.00
100-40-7503 Municipal Court Clerk		12,000.00
100-40-7505 TMRS		1,000.00
100-40-7507 Baliff		1,000.00
100-40-7508 Staff development		5,000.00
100-40-7509 Municipal Court Fines to State		10,000.00
100-40-7511 Municipal Court Jury Service		500.00
100-40-7512 Deliquent Ticket Collection Fee		2,000.00
Municipal Court Totals		48,750.00

NOT APPROVED

100 - General Fund	Development Se	2020 Requested
100-50-7107 Software		2,000.00
100-50-7110 Building Inspector		29,700.00
Development Services Totals		31,700.00

100 - General Fund	Community Outr	2020 Requested
100-60-7920 Promotional		5,900.00
100-60-7921 Community Events		2,500.00
100-60-7922 KSSB		5,000.00
100-60-7923 SPAN		0.00
Community Outreach Totals		13,400.00

100 - General Fund	Engineering	2020 Requested
100-70-7108 Attorney Fees		20,000.00
100-70-7801 Engineer fees		100,000.00
Engineering Totals		120,000.00

100 - General Fund	Public Works	2020 Requested
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100-80-7802 Signs	2,500.00
100-80-7804 Regional Storm Water Program	2,500.00
100-80-7805 Roads / Streets	357,149.00
100-80-7806 Public Works	40,000.00
Public Works Totals	402,149.00
Expense Totals	1,850,869.00

NOT APPROVED



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: **Public Hearing- Safe Routes to School Project-**
A. Open the Public Hearing
B. Interested Parties
C. Close Public Hearing

BACKGROUND/INFORMATION:

Earlier this year the Town of Shady Shores submitted a Safe Routes to School Application. The Town has been invited to participate in the second round of reviews. At this time a public hearing is being held to receive public input regarding the project. At this time all interested parties are encouraged to attend. If persons are unable to attend the public hearing comments may be submitted to Wendy Withers, Town Administrator at wendy.withers@shady-shores.com or by calling 940-498-0044.

FINANCIAL IMPLICATIONS:

There are two funding options,

Option 1. The project would be funded by the Texas Department of Transportation with the Town of Shady Shores acting as the Project Sponsor. As the project sponsor, the Town would be responsible for all non-reimbursable costs and project overruns (if any). The total estimated cost of the project is currently, estimated to be between approximately \$1,075,000.

Option 2. The project would be funded by the Texas Department of Transportation at 80% with the Town of Shady Shores to provide a local match of 20%.

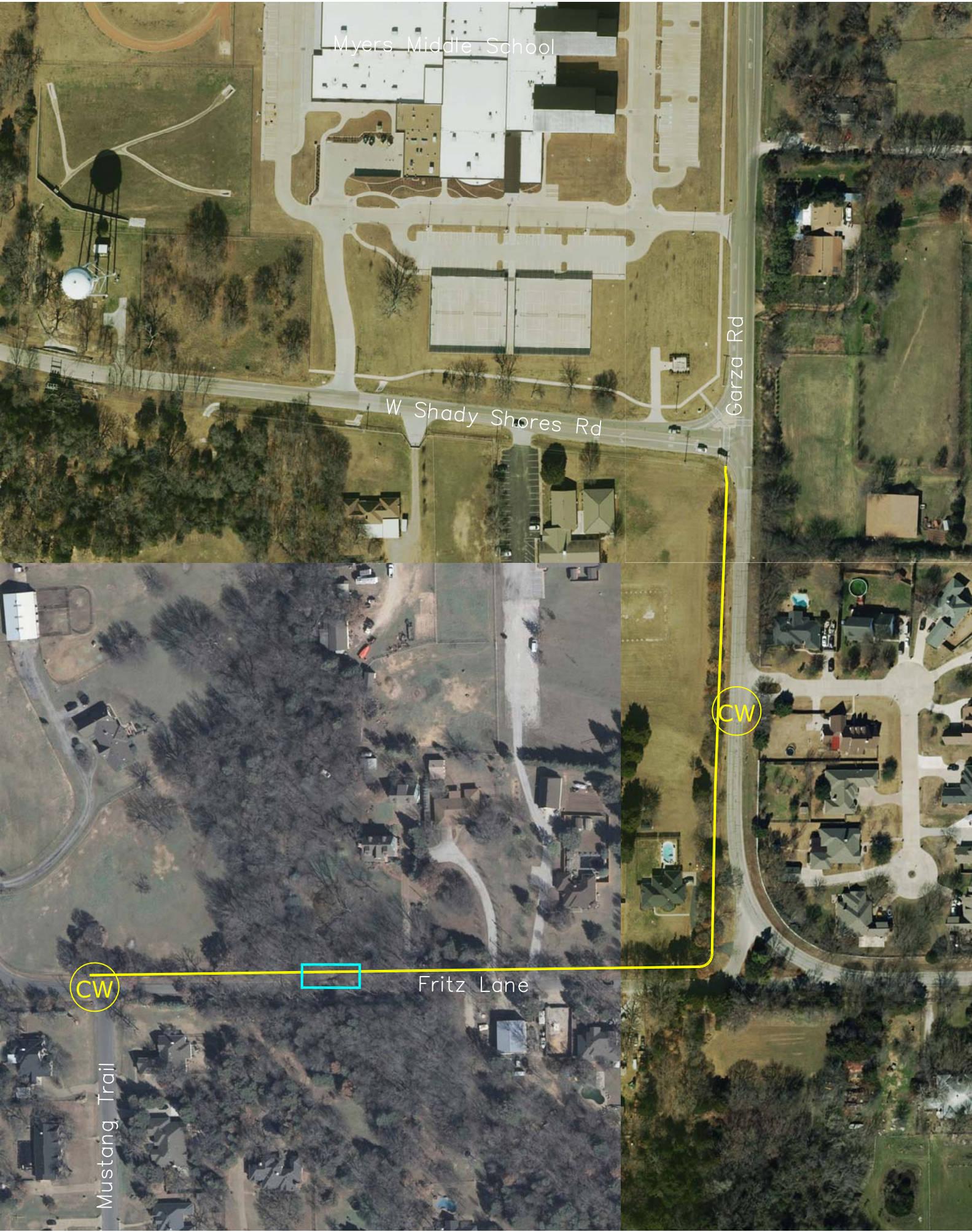
RECOMMENDATION/ACTION DESIRED:

Conduct the public hearing.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Town of Shady Shores -Safe Routes to School

REVIEWED BY:



Myers Middle School

W Shady Shores Rd

Garza Rd

CW

Fritz Lane

CW

Mustang Trail

RESOLUTION NO. _____

A RESOLUTION SUPPORTING THE TOWN OF SHADY SHORES, TEXAS APPLICATION TO THE TEXAS DEPARTMENT OF TRANSPORTATION'S 2019 TRANSPORTATION ALTERNATIVES SET-ASIDE (TASA) AND SAFE ROUTES TO SCHOOL-INFRASTRUCTURE (SRTS) CALL FOR PROJECTS

WHEREAS, the Texas Department of Transportation (TxDOT) issued a call for projects in February 2019 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TASA) and/or Safe Routes to School-Infrastructure (SRTS) Programs; and

WHEREAS, the SRTS funds may be used for development of plans, specifications, and estimates; environmental documentation; and construction of pedestrian and/or bicycle infrastructure. The SRTS funds do not require a local match. As the Project Sponsor, the Local Government would be responsible for all non-reimbursable costs and 100% of overruns, if any, for SRTS funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF SHADY SHORES, TEXAS THAT: The Town Council supports funding the 2019 Shady Shores Safe Routes to School project as described in the Local Government's 2019 SRTS Detailed Application

(including the construction budget, TxDOT's administrative cost, and the required local match, if any) and is willing to commit to the project's development, implementation, construction, maintenance, management, engineering, project administration, and financing. The Town Council is willing and able to authorize, by resolution or ordinance, the Town to enter into an agreement with TxDOT should the project be selected for funding.

DULY PASSED by majority vote of all members of the Town Council of Shady Shores, Texas on the 12th day of August, 2019.

Cindy Aughinbaugh, Mayor

Date:

Attest:

Wendy Withers, Town Secretary

Date:



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: **Watkins Replat- Consider and take action relative to a request for a replat made by Stephen Watkins for Hidden Valley Airpark Lot 12.**

BACKGROUND/INFORMATION:

Planning and Zoning recommended approval of the replat at the June 13, 2019 Planning and Zoning Commission Meeting. The recommendations were contingent on the following motion:

Paul Brown made a motion to approve the replat with the stipulation that prior to any future development of Lot 12R or the issuance of building permits that a concrete or asphalt roadway of approved width and pavement section shall be constructed within the Hidden Valley Drive 100' right of way/gas pipeline easement to provide access to the Lot 12R from the cul-de-sac to the southwest, along with approved roadway drainage improvements. These stipulations need to be added to the plat as a note. Further Mr. Watkins' engineer is to coordinate with the Town Engineer to review the drainage conditions taking into account the pond on Mr. Zingelmann Property (10 Hidden Valley Airpark). Rebecca Morgan seconded the motion.

The Town Council reviewed the plat at the July 8, 2019 Town Council meeting and recommended an extension of approval of the plat pending compliance with the Planning and Zoning Commission's recommendation.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Town Engineer Letter- 12-R and 13-R Hidden Valley Estates
2. pz min 06.13.2019
3. 184593-PLAT 7-31-19

REVIEWED BY:



June 5, 2019

Mayor Cindy Aughinbaugh
Town of Shady Shores
101 S. Shady Shores Rd.
Shady Shores, Texas 76208

Re: Plat Approval Request for Lot 12-R & Lot 13-R of Hidden Valley Estates

Honorable Mayor Aughinbaugh:

The Final Plat with the revised date of May 6, 2019 has been received from Landmark Surveyors. LLC on behalf of property owner Steve Watkins. The applicant is requesting approval of platting a single tract into two residential lots; Lots 12-R and 13-R.

In addition, I received on May 15, 2019 the final version of the Drainage Plan, Lots 12R and 13R (dated 5-7-19) designed by Scott D. Caruthers, P.E. of Marshall Gauge, LLC. This information was provided at my request to ensure no cross-lot drainage will result due to the platting. Details of the proposed diversion swales for both Lot 12-R and Lot 13-R are shown on the referenced drainage plan. I recommend the Town require these swales be constructed as a condition of or in conjunction with the issuance of any future building permit for Lot 12-R and to be verified by inspection. The current and/or future property owner of Lot 12-R will need to coordinate with the property owner of Lot 13-R, if not owned by the same person(s), since Diversion Swales A and B shown on the referenced drainage plan are located along the west boundary of Lot 13-R.

It should be noted that as presented on the Final Plat that a 20' Ingress/Egress Easement is provided to Lot 12-R from/to the improved road to the east (the road that is parallel to and west of the runway) and over 100 feet of frontage is provided along the 100' right-of-way (Hidden Valley Drive) to the west.

However, I have concerns about access along the 20' Ingress/Egress Easement and about the Hidden Valley Drive right-of-way to the west. The concern about the 20' Ingress/Egress Easement is how driveway access in the future will cross the planned Diversion Swale B and the associated 2.25-foot tall landscape retaining wall shown on the referenced drainage plan. Per the owner, the access easement is not intended to be improved with a driveway. If that is the case, then there will not be useable access to Lot 12-R from the east. This is a concern especially if Lot 12-R is sold. One concern with the Hidden Valley Road 100' right-of-way to the west of Lot 12-R is that it appears to be a right-of-way with no improved roadway and no improved roadway connecting to any other improved roadway that would allow for vehicles, including emergency vehicles, to access the property. Another concern is if the minimum requirement for 100 feet of lot width at the building line will count along this unimproved right-of-way. In addition, as shown on the Final Plat and Drainage Plan, a portion of that right-of-way is in Flood Zone "X" Shaded (500-year floodplain). It appears that over 100 feet of lot frontage at the building line would still be provided, but a portion of any improved road would be within the 500-year floodplain.

I recommend it be determined if the owner's engineer needs to provide a plan for how access to Lot 12-R from the east will be achieved. This may involve a culvert or re-alignment of the access easement. I also recommend the Town determine if the 100-foot wide lot width requirement is met based on the frontage to the unimproved right-of-way or if that right-of-way would need to be improved now or in the future. It may also be prudent to ensure there is a ditch and/or a designed outfall area within the



Hidden Valley Drive right-of-way to accept the drainage from proposed Diversion Swales D and C without causing erosion within the right-of-way.

Based on the submitted information by Landmark Surveyors, LLC and Marshall Gauge, LLC, including the proposed private drainage easement dedications and swale improvements, I recommend the Planning and Zoning Commission and Town Council consider the concerns mentioned above before proceeding with approval.

Sincerely,

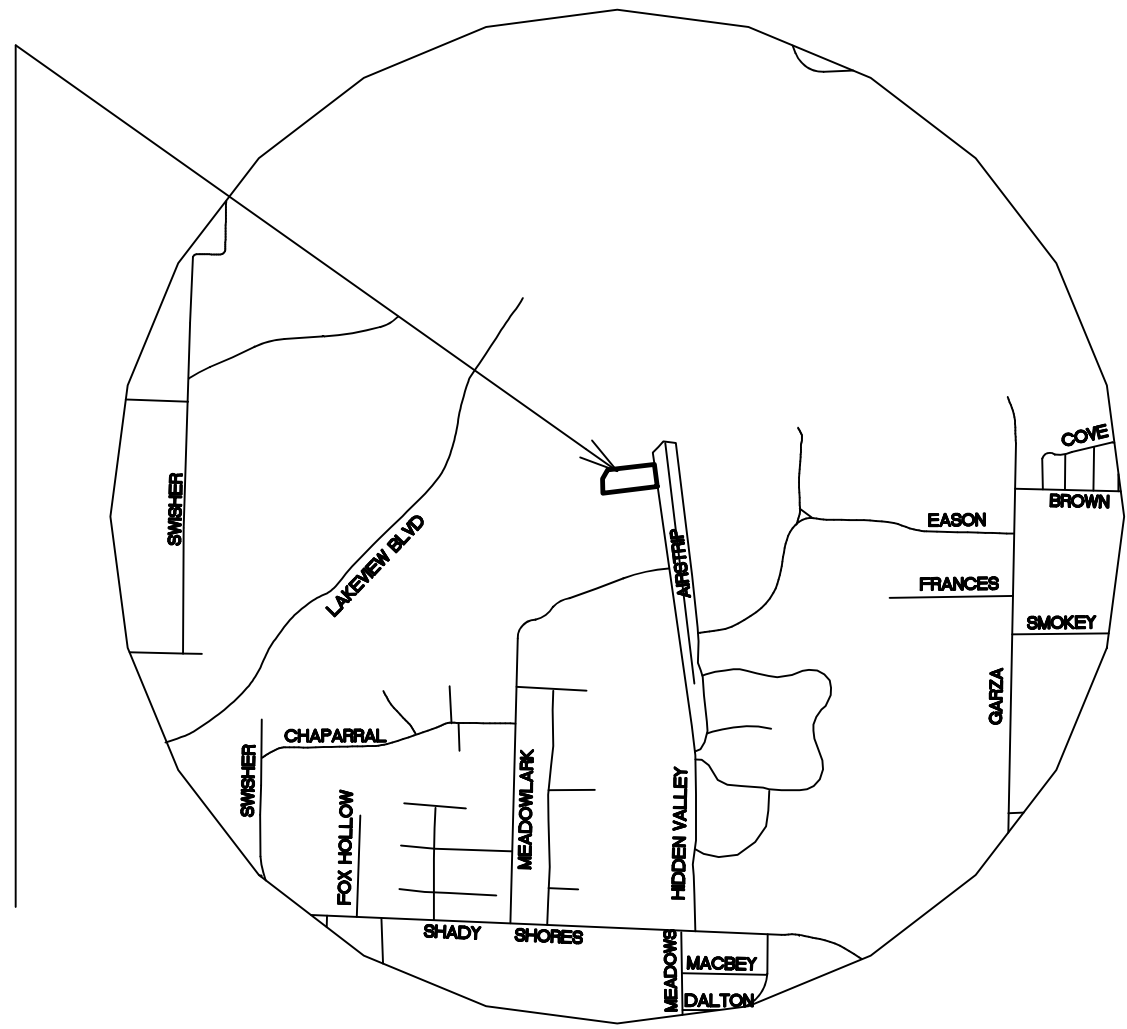
Binkley & Barfield, Inc.
Consulting Engineers

Richard A. Arvizu, P.E., CFM
Managing Director

Attachments:

- Final Plat
- Drainage Plan
- Denton GIS annotated exhibit

PROJECT LOCATION



VICINITY MAP
SCALE 1" = 2000'

C.O.E. MON.

LOT 74W
HIDDEN VALLEY ESTATES
CAB. D. PO. 377
P.R.D.C.T.

HIDDEN VALLEY DRIVE

(100' R.O.W. PER HIDDEN
VALLEY ESTATES PLAT
CAB. D. PG. 377)
(GAS PIPELINE
EASEMENT)

100' INGRESS/EGRESS EASEMENT
DOC. #2010-21881

U.S.A.
C.O.E.

APPROXIMATE LIMITS
OF FLOOD ZONE X "SHADED"

FLOOD ZONE X

LOT 12-R
1.619 ACRES

GREGORY P. STEWART AND
KAREN JEAN ROBINSON
TO
STEPHEN R. WATKINS
VOL. 4855, PG. 2260
R.P.R.D.C.T.

"TRACT 2"
HEATH ZINGELMANN
TO
LEANNE ZINGELMANN
DOC. #2015-84189
R.P.R.D.C.T.

RECOMMENDED FOR APPROVAL
Recommended for approval this _____ day of _____ A. D. 2019 by the Planning and Zoning
Commission, Town of Shady Shores.

Chairperson, Planning and Zoning, Town of Shady Shores

APPROVED
Approved this _____ day of _____ A. D. 2019 by the Town Council, Town of Shady Shores

Mayor, Town of Shady Shores

ATTESTED

Town Secretary

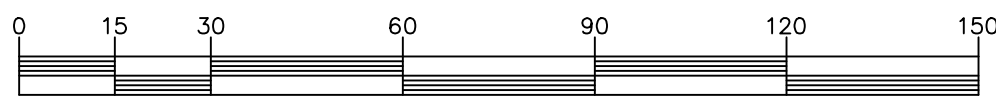
CERTIFICATE OF SURVEYOR

I, the undersigned, a registered professional land surveyor in the State of Texas, do hereby certify that this plat is
true and correct and was prepared from an actual survey of the property made under my supervision on the
ground.

Jerald D. Yensan
Registered Professional Land Surveyor No. 4561

NOTES:
1. The purpose of this Plat is to divide a single tract into two residential lots.
2. No cross-lot drainage will be allowed.
3. Private plumbing will not be allowed to cross property lines.
4. All private drainage easements are to be maintained by the property owner.
5. Lot owner to connect to sewage collection system when made available.
6. Only portion shown of subject property lies within a special flood hazard area according to the FLOOD
INSURANCE RATE MAP for Denton County and Incorporated Area, Map Number 48121CO395G, dated
April 18, 2011. (Subject property lies in Zone X "shaded" and Zone X approximately as shown.)

GRAPHIC SCALE 1"=30'



NOTES:
1. PLAT WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT.
THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY
NOT SHOWN HEREON.
2. Basis of Bearing is the State Plane Coordinate System, Texas North Central Zone
(4202), North American Datum of 1983, as determined from GPS observations.

LEGEND
B.L. = BUILDING LINE
D.E. = DRAINAGE EASEMENT
F.I.R. = FOUND IRON ROD
S.I.R. = SET CAPPED 1/2" RPLS 4561 IRON ROD
P.U.E. = PUBLIC UTILITY EASEMENT
P.A.E. = PUBLIC ACCESS EASEMENT
U.E. = UTILITY EASEMENT

REMNANT
HIDDEN VALLEY
AIRPARK ASSOC., INC
VOL. 551, PG. 415
D.R.D.C.T.
(AIRSTRIIP)

ROAD R.O.W.
(50' R.O.W.
REFERENCED IN VOL. 4855, PG. 2260)

LOT 13-R
1.322 ACRES

20' INGRESS/EGRESS
EASEMENT

280.00'

553.56'

273.56'

S 82°39'01" W

S.I.R.

F.I.R.

296.00'

N 82°39'06" E

S.I.R.

496.00'

200.00'

10' B.L.

10' PRIVATE
D.E.

25' B.L.

N 11°05'23" E

252.97'

10' PRIVATE
D.E. & B.L.

25' B.L.

25' B.L.

25' B.L.

25' B.L.

25' B.L.

25' B.L.

25' B.L.

25' B.L.

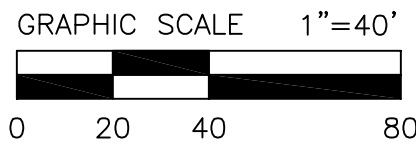
25' B.L.

FINAL PLAT
LOTS 12-R AND 13-R OF
HIDDEN VALLEY ESTATES
BEING 2.941 ACRES IN THE
W.D. DURHAM SURVEY A-330
TOWN OF SHADY SHORES
DENTON COUNTY, TEXAS

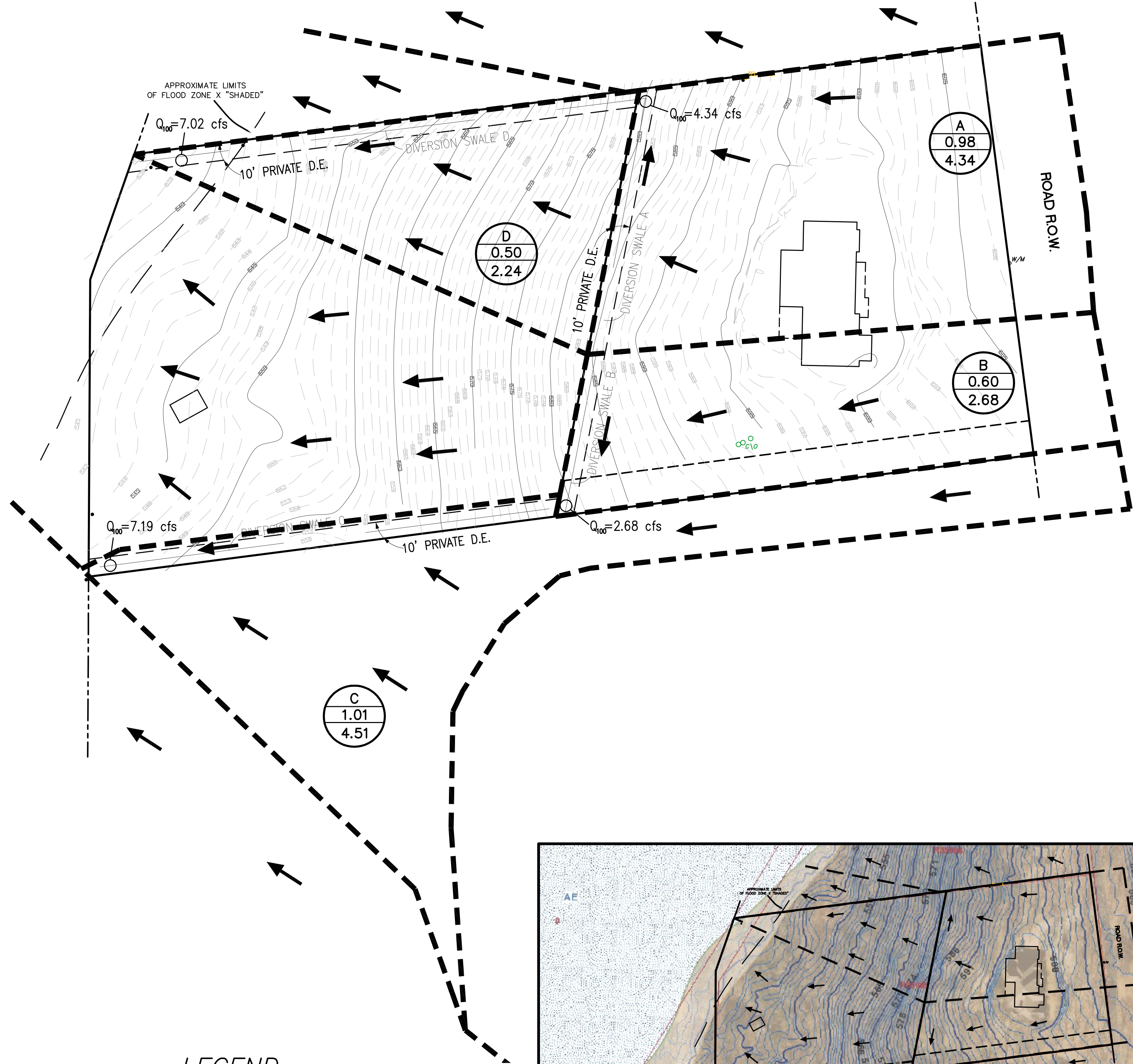
OWNER/DEVELOPER
STEVE WATKINS
12 HIDDEN VALLEY AIRPARK
DENTON, TX 76208

SURVEYOR
LANDMARK SURVEYORS
4238 I-35 N
DENTON, TEXAS 76207
(940) 382-4016

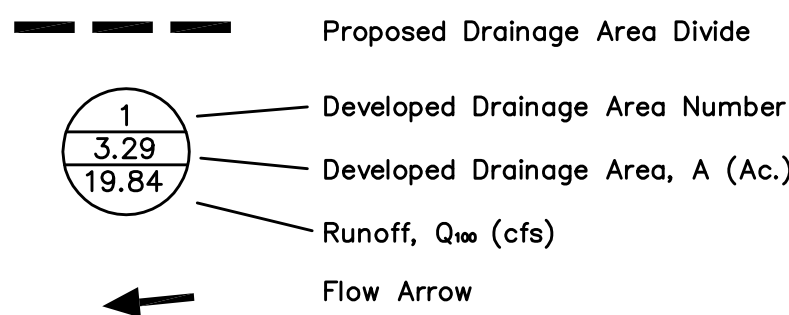
4238 I-35 NORTH
DENTON, TEXAS 76207
(940) 382-4016
LANDMARK
SURVEYORS, L.L.C.
TX FIRM REGISTRATION NO. 10098600
REVISED: 06 MAY 2019
DRAWN BY: BTH SCALE: 1"=30' DATE: 31 OCTOBER, 2018 JOB NO: 184593



HIDDEN VALLEY DRIVE

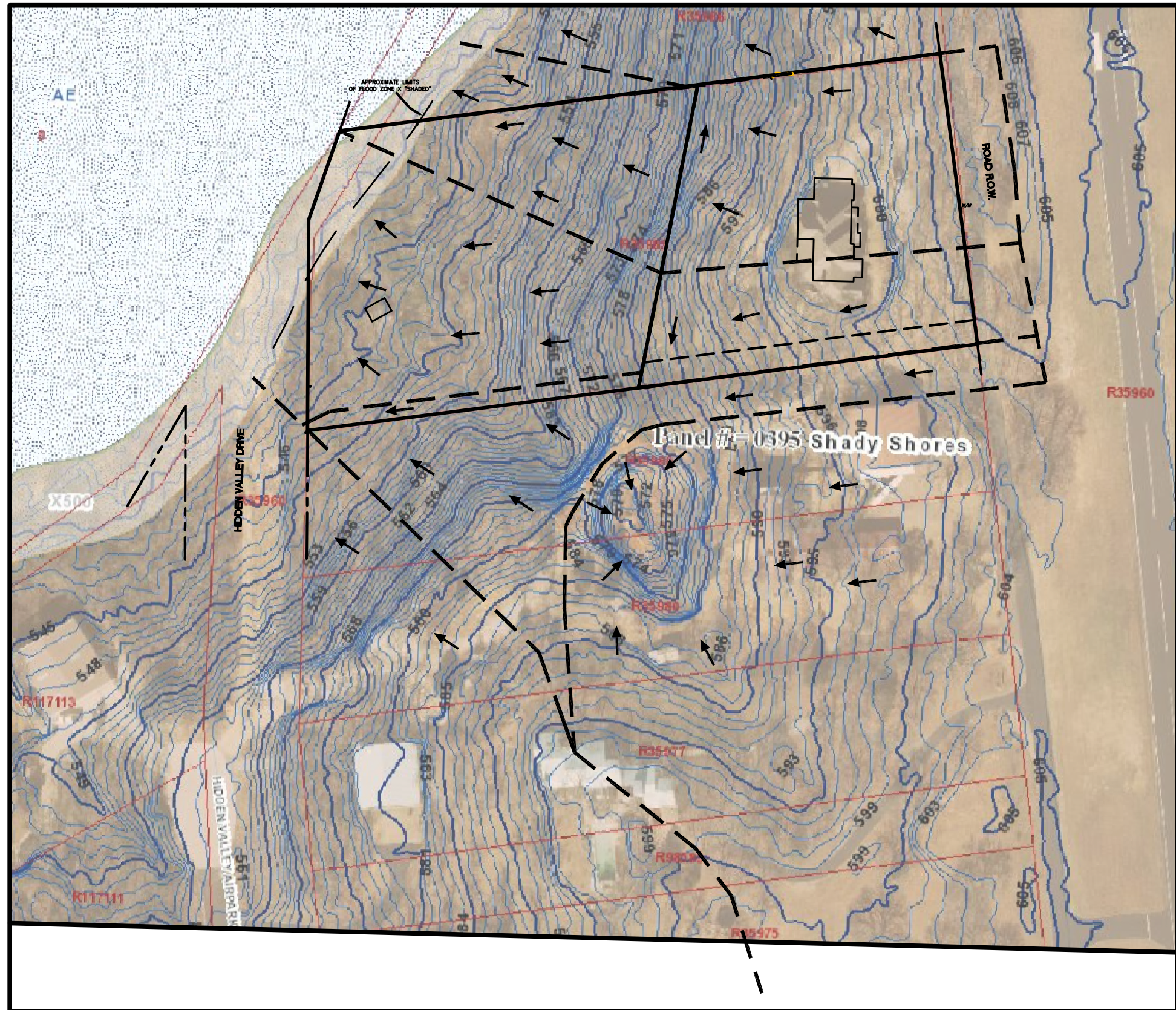


LEGEND



DRAINAGE DESIGN THEORY

Rational Method
 $Q = C \cdot C_f \cdot I \cdot A$
 $Q \sim$ Flow in c.f.s.
 $I \sim$ Intensity (in./hr. for $T_c=15$ Min.)
 $A \sim$ Area in Acres
 $C \sim$ Coefficient of runoff
 $C = 0.45$
 $C_f \sim$ Frequency factor
 $C_f = 1.25$
 $I_{100} = 7.91$ in/hr

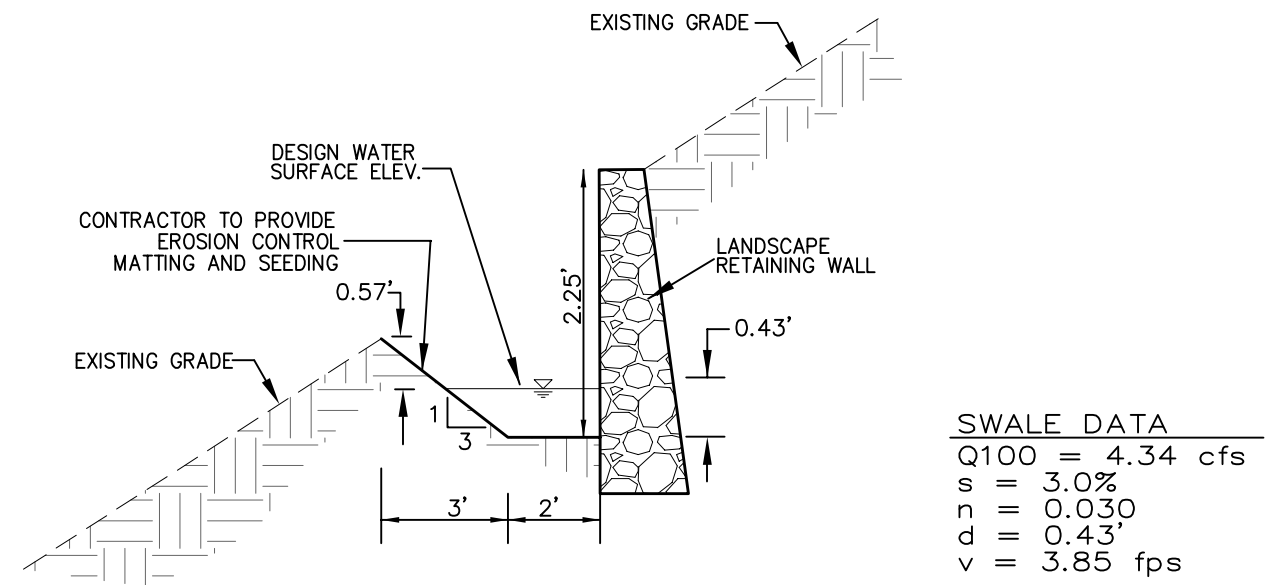


OFFSITE DRAINAGE AREA MAP

1"=100'

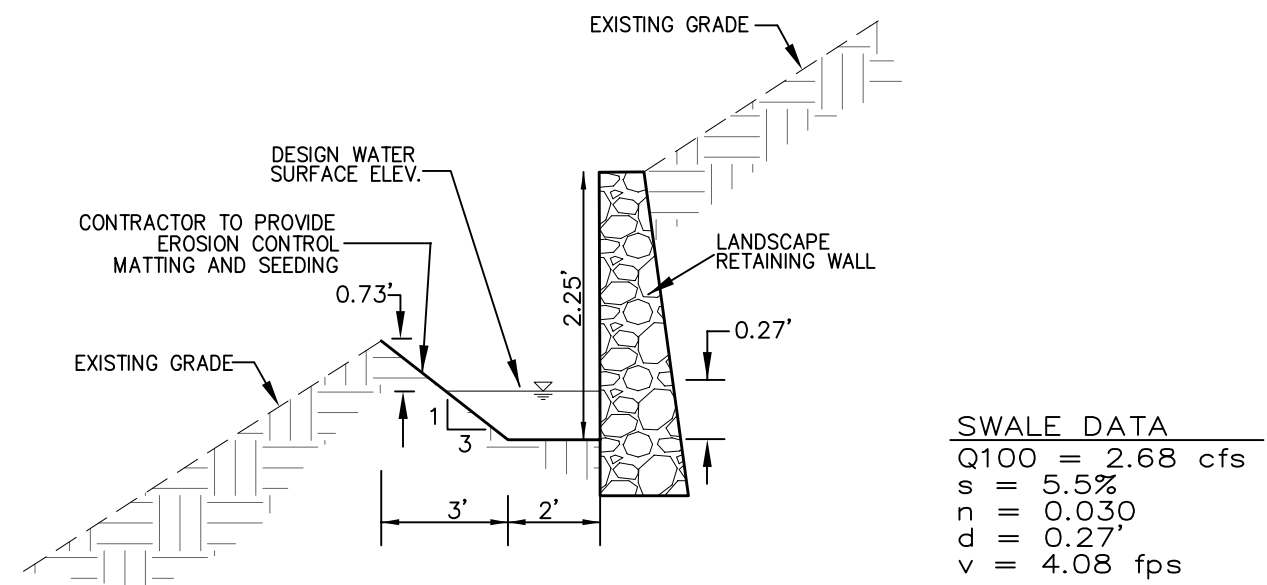
DIVERSION SWALE NOTES

1. ALL TREES, BRUSH, STUMPS, OBSTRUCTIONS AND OTHER MATERIAL SHALL BE REMOVED AND DISPOSED OF SO AS NOT TO INTERFERE WITH THE PROPER FUNCTIONING OF THE SWALE.
2. THE SWALE SHALL BE EXCAVATED OR SHAPED TO LINE, GRADE, AND CROSS-SECTION AS REQUIRED TO MEET CRITERIA SPECIFIED HEREIN AND BE FREE OF BANK PROJECTIONS OR OTHER IRREGULARITIES WHICH WILL IMPEDE NORMAL FLOW.
3. ALL EARTH REMOVED AND NOT NEEDED IN CONSTRUCTION SHALL BE DISPOSED OF IN AN APPROVED SPOILS SITE SO THAT IT WILL NOT INTERFERE WITH THE FUNCTIONING OF THE SWALE.
4. SWALE SHALL BE STABILIZED WITH EROSION CONTROL MATTING WITH SEEDING OR SOD.
5. MINIMUM COMPACTION FOR THE SWALE SHALL BE 90% STANDARD PROCTOR.
6. SWALE SHALL BE CENTERED IN A 10 FT PRIVATE DRAINAGE EASEMENT



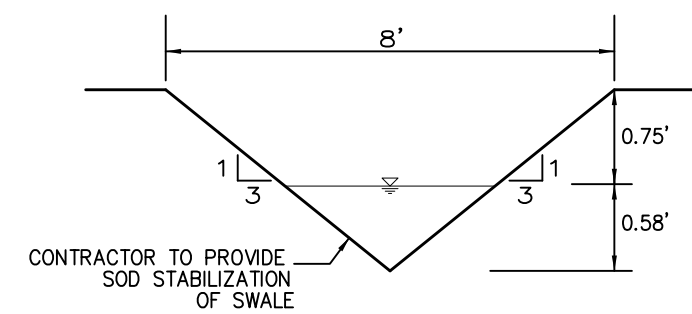
DIVERSION SWALE A

N.T.S.



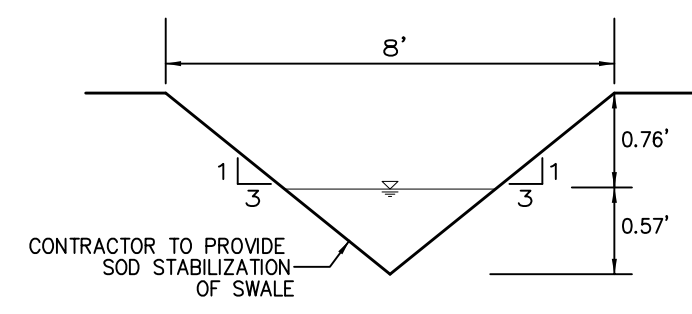
DIVERSION SWALE B

N.T.S.



DIVERSION SWALE C

N.T.S.



DIVERSION SWALE D

N.T.S.

FOR CONSTRUCTION

LOTS 12R AND 13R
TOWN OF SHADY SHORES
DENTON COUNTY, TEXAS
DRAINAGE PLAN

Drawing Number:

MG Job Number:



Shady Shores

Denton

230841

307643

307644

Zone AE
(EL 537 Feet)

Shady Shores
AREA OF MINIMAL FLOOD HAZARD

35960

36085

100-year floodplain

500-year floodplain

Unimproved
Roadway w/i 100'
ROW

Property to be
Platted

AREA OF MINIMAL FLOOD HAZARD Zone X

117113

35986

35986

35985

35980

35980

35977

98583



SHADY SHORES PLANNING AND ZONING COMMISSION
JUNE 13, 2019; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208

MINUTES

MEMBERS PRESENT

Allen Lea	Chairman	Present
Rebecca Morgan	Vice Chairman	Present
Tom Spencer	Commissioner	Present
Paul Brown	Commissioner	Present
Tillman Strahan	Commissioner	Present*
Linda Winter	Alternate	Absent

Staff Present: Wendy Withers, Town Administrator; Jim Shepherd, Town Attorney; Richard Arvizu, Town Engineer

1. CALL TO ORDER

Chairman Allen Lea called the meeting to order at 7:00 pm.

2. ROLL CALL

Establish a quorum

Chairman Lea called the roll and a quorum was established for the record.

3. MINUTES

1. Consider and act on approval of the minutes of the April 11, 2019 Planning and Zoning Commission Meeting.

Rebecca Morgan made a motion to approve the minutes. Paul Brown seconded the motion.

Discussion: None

Ayes: Morgan, Brown, Lea, Spencer

Nays: None

The motion passed unanimously.

4. PUBLIC HEARINGS

1. PUBLIC HEARING – Watkins 12 Hidden Valley Airpark

A. Open Public Hearing

Chairman Lea opened the public hearing at 7:02 pm

B. Applicant

Steve Watkins 12 Hidden Valley; would like to replat his property and build a house on it and sell the lot and or build a house on it and then sell it.

C. Those in Favor

Heath Zingelmann 10 Hidden Valley Airpark spoke in favor of the request but wanted to make sure that ind the pond on his property.

D. Those Opposed

No one spoke in opposition to the request.

E. Rebuttal

F. Close Public Hearing

Chairman Lea closed the public hearing at 7:06 pm.

5. REGULAR BUSINESS

1. Action Regarding Public Hearing- (Watkins Replat) - Consider act on approval of the request for a replat of 12 Valley Airpark.

Paul Brown made a motion to approve the replat with the stipulation that prior to any future development of Lot 12R or the issuance of building permits that a concrete or asphalt roadway of approved width and pavement section shall be constructed within the Hidden Valley Drive 100' right of way/gas pipeline easement to provide access to the Lot 12R from the cul-de-sac to the southwest, along with approved roadway drainage improvements. These stipulations need to be added to the plat as a note. Further Mr. Watkins' engineer is to coordinate with the Town Engineer to review the drainage conditions taking into account the pond on Mr. Zingelmann Property (10 Hidden Valley Airpark). Rebecca Morgan seconded the motion.

Discussion: Tom Spencer asked if the Commission would be approving the plat if it was not located in Hidden Valley.

Ayes: Morgan, Brown, Lea

Nays: Spencer

The motion passed 3-1.

6. WORKSESSION

1. Subdivision Ordinance - Conduction a worksession relative to the Town of Shady Shores Subdivision Ordinance. Provide Staff Direction. Consider and take appropriate action relative to submission to the Shady Shores Town Council for approval.

Town Attorney Jim Shepherd gave an update of the Legislative Changes that would affect the Subdivision Ordinance.

***Tillman Strahan joined the meeting at 8:14 p.m.**

7. FUTURE AGENDA ITEMS

8. ADJOURN

Rebecca Morgan made a motion to adjourn. Paul Brown seconded the motion. The meeting was adjourned at 8:16 pm.

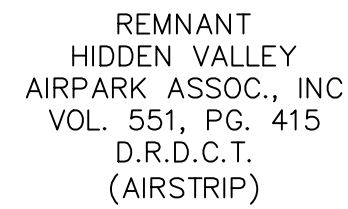
PASSED AND APPROVED THIS THE _____ DAY OF _____, 2019

APPROVED:

Allen Lea, Chairman

ATTEST:

Wendy Withers, Town Administrator

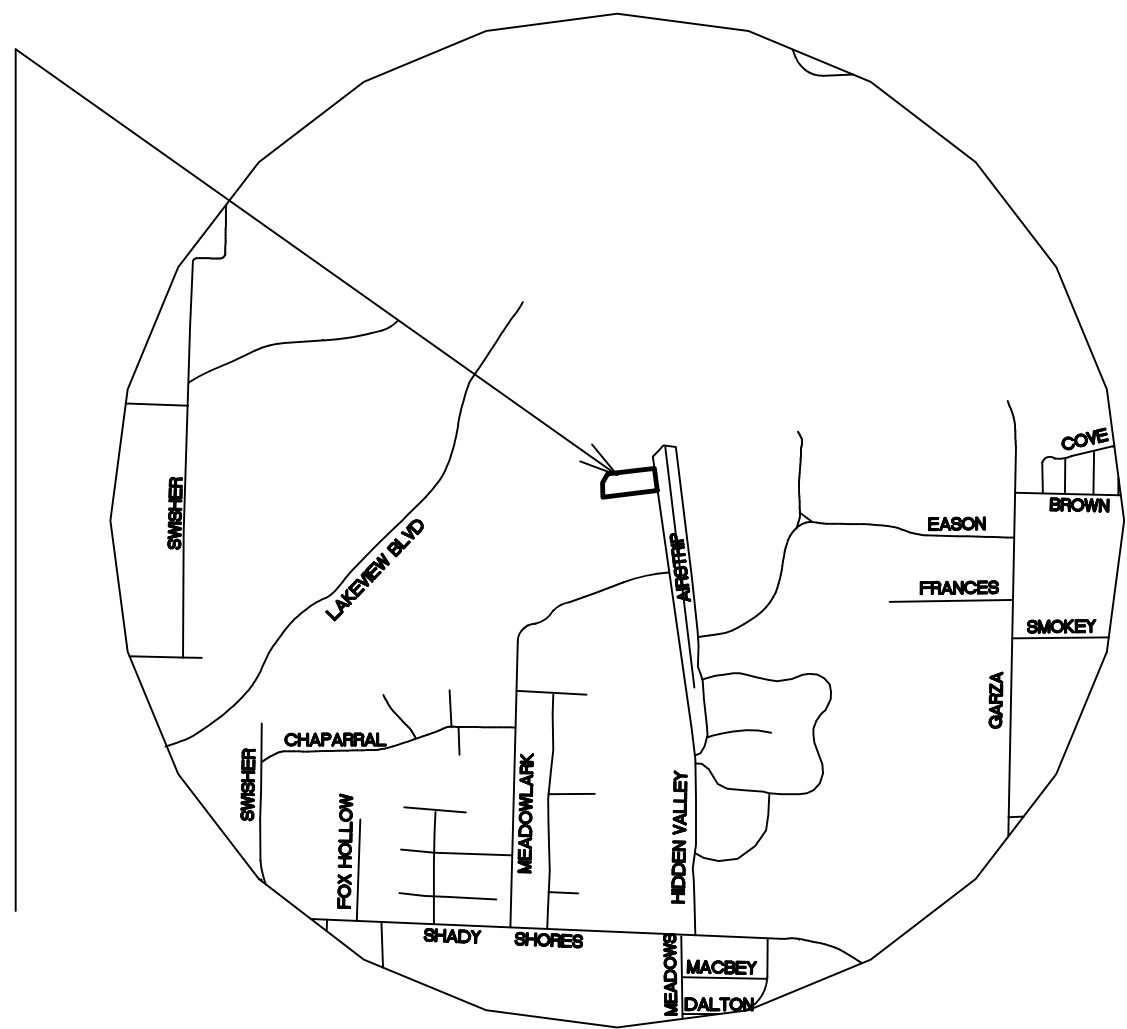


SURVEYOR
LANDMARK SURVEYORS
4238 I-35 N
DENTON, TEXAS 76207
(940) 382-4016

VICINITY MAP

SCALE 1" = 2000'

PROJECT LOCATION





AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: **Public Works Contract- Consider and act on an individual or company to provide public works services for the Town of Shady Shores.**

BACKGROUND/INFORMATION:

Town Council authorized to staff to seek proposals for public works services at the last Town Council meeting (June 3, 2019). The Town Council tabled this agenda item last month to gather more information. The public works department is responsible for minor road repairs; sign repair and replacement, tree removal, mowing and other small repairs and miscellaneous duties.

Proposals have been received from the following individuals:

Joe Kessler
Heath Zingelmann
Wingate Mowing Services

A copy of each proposal is attached.

FINANCIAL IMPLICATIONS:

	Kessler	Wingate	Zingelmann
Mowing	975	740	712.5
Town Inspection	65	0	47.5
Culvert Cleaning	130		95
Hourly Rate	50		47.5
Minimum Charge	\$15		
Equipment Rental	0		175
Bobcat			

RECOMMENDATION/ACTION DESIRED:

Staff recommends that Council enter into an agreement/and or contract with Heath Zingelmann or Joe Kessler for various public works services. An arrangement for hours and costs per month could be determined in advance of the execution of this agreement. Both providers indicated they were negotiable on large jobs that may require many "man hours"

Award the bid for mowing to Wingate Lawn Service.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Public Works Laborer
2. Benefit overview
3. Wingate Law Service
4. Public Works Kessler

REVIEWED BY:

Job Description: Public Works Laborer

Job Duties: The Town of Shady Shores is seeking an individual to handle minor public works functions within the town of shady shores. The successful candidate will have the ability to work with minimal supervision; organize and prioritize work orders as directed by town staff and council.

Responsibilities include but are not limited to:

- Placing barricades and road closure signs
- Pothole patching and minor street repairs
- Clear and repair damaged or blocked culverts
- Coordinate with 811 for the utility line locations when preparing a job site
- Maintain street sign inventory and coordinate with town staff to keep adequate supply on hand
- Report street light outages to town staff
- Maintain and program school warning signs
- Replace broken or lost street signs including installation and or repair
- Remove trash and debris as needed from Town streets and right of ways
- Trim trees and brush in right of ways or as otherwise directed
- Coordinate with the US Army Corps of Engineers to perform necessary work on COE property
- Perform set up and cleanup tasks at job site
- Perform general maintenance of town equipment and facilities (i.e. replace light bulbs at Town Hall; on the park grounds; occasionally assist town staff with assembly of furniture or products)

Skills Needed:

High School Diploma/GED preferred

Must be a US Citizen or eligible to work legally

Must possess a valid Texas Driver's License

Must have own transportation

Basic understanding of general maintenance principles and procedures

Prior experience in landscaping/parks and recreation maintenance or public works field preferred

Climb ladders and work with proper safety precautions

Able to lift up to 70 lbs

Ability to work in all weather situations

Benefit overview

- ◆ 11+ Years of service
- ◆ Currently 9 lawn and maintenance contract employees
- ◆ Work in Shady Shores, Lake Dallas, and Corinth only
- ◆ Full IRS Tax compliance through 1099
- ◆ Full legal registration status through LLC
- ◆ Insured
- ◆ Current owner of multiple homes and land in Shady Shores, Texas (Don't own homes or land anywhere else)

Skills needed

- High School Diploma/GED preferred
- Must be a US Citizen or eligible to work legally
- Must possess a valid Texas Driver's License
- Must have own transportation
- Basic understanding of general maintenance principles and procedures
- Prior experience in landscaping/parks and recreation maintenance or public works field preferred
- Climb ladders and work with proper safety precautions
- Able to lift up to 70 lbs
- Ability to work in all weather situations
- Pass a criminal background check
- Pass a drug test upon request

Heath Zingelmann Skills Overview

- BBA Strategic Management University of North Texas 1998. Certified Project Manager Professional - PMP®
- US Citizen with eligible to work legally
- Valid Texas Driver's License in excellent standings
- Owner of multiple forms of transportation and large equipment
- Strong understanding of general maintenance principles and procedures as well as repair methods
- Prior experience in landscaping with strategic focus on 3 large clients kept for 4 years
- Able to climb ladders and work with proper safety precautions
- Able to lift 70 lbs or more
- Ability to work in all weather situations
- Two current good standing background checks. 1) Texas Association of Realtors. 2) Lake Cities Football and Cheer association
- Pass a drug test upon request

Desired Compensation Overview

We offer a flat bill rate of \$47.50 per man hour

We offer machine work via S175 Bobcat at \$175 per engine hour

We provide the ability to do most any job at this rate and can therefore often beat the price of specialty companies (A good example is pot hole filling by asphalt companies)

We pass on all materials at cost with zero mark-up to our customers

Customer story

Heath Zingelmann bid a private large drainage ditch repair in Shady Shores, Texas. During the job a dump truck driver backed off of a nearby residence driveway and broke off portions of the concrete.

Not only did Heath Zingelmann pull out the dump truck driver but he also had the broken sections of concrete cut out, rebar drill repaired in to the existing concrete, and new concrete poured and completely repaired in 2 days time at zero charge.

Some would say this job was a loss of money. We say this job had a happy customer.

References

Mary McDowell

President - Hidden Valley Air Park

972-754-1317

mrymcd@me.com

Mark Case

Shady Shores Resident

817-307-5133

Additional references available upon request

ESTIMATE



To:
Town of Shady Shores
101 South Shady Shores Road
Denton, TX 76208

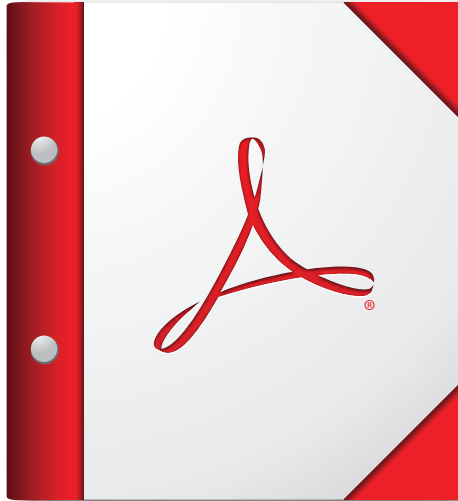
Estimate # 976
Estimate Date 07/10/2019

Total Amount \$740.00

Item	Quantity	Price	Tax1	Line Total
Town Hall Mowing	1.0	\$75.00 / each		\$75.00
Harrison Ct Easement Mowing	1.0	\$30.00 / each		\$30.00
Berry Ln Mowing	1.0	\$25.00 / each		\$25.00
Oakwood Cr Mowing	1.0	\$25.00 / each		\$25.00
Shahan Mowing	1.0	\$20.00 / each		\$20.00
E. of Dogwood Mowing	1.0	\$20.00 / each		\$20.00
Olives Garden Mowing	1.0	\$10.00 / each		\$10.00
Fritz Mowing	1.0	\$35.00 / each		\$35.00
Meadowlark E. Mowing	1.0	\$40.00 / each		\$40.00
W Shady Shores ROW Mowing	1.0	\$45.00		\$45.00
6th St ROW Mowing	1.0	\$45.00		\$45.00
Garza Mowing	1.0	\$75.00		\$75.00
Smokey Ln ROW Mowing	1.0	\$30.00		\$30.00
Lakeshore to Brown Terrace Mowing	1.0	\$30.00		\$30.00
Boat Ramp Mowing	1.0	\$50.00		\$50.00
Lakeshore Rd Mowing	1.0	\$35.00		\$35.00
S, Shady Shores Rd ROW Mowing	1.0	\$115.00		\$115.00
S. Shady Shores Rd Bridge Mowing	1.0	\$35.00		\$35.00

Subtotal: \$740.00
Tax: \$0.00
Past Due Amount: \$0.00
Total Amount: \$740.00

Notes



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