



**SHADY SHORES TOWN COUNCIL
REGULAR SESSION
SEPTEMBER 9, 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

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

1. Animal Control
2. Code Enforcement
3. Police Department
4. Fire Department
5. Staff Report
6. Planning and Zoning Commission
7. Roads, Drainage, Capital Improvements
8. 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.

9. Minutes- Consider and act on approval of the minutes of the August 12, 2019 Regular Town Council meeting, the August 29, 2019 Public Hearing minutes and the September 5, 2019 Public Hearing minutes.
10. Texas Failure to Appear Program- Consider and act on approval of a revised contract with the Texas Department of Public Safety for the Failure to Appear Program

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

11. Budget Approval- Consider and act on approval of the FY2019/20 Town of Shady Shores Budget.

12. Tax Rate- Consider and act on an Ordinance approving the 2019 Tax Rate to fund the budget. Consider and act on an Ordinance ratifying the approved tax rate.
13. Span Contract- Consider and act on approval of a renewal contract for Span Services.
14. Sale of Real Property- Consider and act on the sale of the property known as the "Babb Property" more legally described as Shady Shores Block 11, Lots 3, 6, 7, 10 and 11. (Located on Shady Lane). Provide staff direction on how to proceed with the sale if approved.

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.

15. 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
16. TX Local Government Code 551.071 Consultation with Attorney- Swanson Vs Town of Shady Shores

ACTION REGARDING EXECUTIVE SESSION

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
Aug 28, 2019 3:47 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Aug 27, 2019 3:31 PM 730 peninsula	i dispatched an officer to the area to check into reports of two loose dogs.	Animal Control
Aug 23, 2019 3:28 PM 319 oakwood cir	i dispatched an officer to pick up a stray cat.	Animal Control
Aug 21, 2019 4:50 PM 319 oakwood cir	I DISPATCHED AN OFFICER FOR A BARKING DOG COMPLAINT IN THE AREA	Animal Control
Aug 21, 2019 3:47 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Aug 15, 2019 12:06 PM 510 Shell Dr	i responded to a call about the dogs from this residence running loose. the dogs were put up upon arrival.	Animal Control

Address	Notes	Code
Aug 13, 2019 12:18 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Aug 7, 2019 3:47 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Aug 7, 2019 12:24 PM 101 S Shady Shores Road	i dispatched an officer to remove a carcass from the roadway	Animal Control
Aug 1, 2019 3:46 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control

Case Summary Report

9/5/2019

Case Information for Years 2018 - 2019

2019

Violations	Aug	Totals
Violation of Sign Ordinance	1	1
Trash and Debris	8	8
Junked Vehicle	3	3
PARKING OF PROHIBITED VEHICLE	1	1
TREE LIMBS/BUSH HANGING IN RIGHT OF WAY	1	1
High Grass & Weeds	1	1
Parking Violation	1	1
Totals	16	16

2018

Violations	Aug	Totals
Other	3	3
Parking Violation	17	17
ZONING ORDINANCE VIOLATION	1	1
Obstruct Right of Way	2	2
Nuisance Ordinance	1	1
Trash and Debris	8	8
Failure to Maintain a Solid Waste Account	2	2
High Grass & Weeds	10	10
Failure to Obtain a Building Permit	2	2
Dangerous Structures	1	1
Junked Vehicle	1	1
Totals	48	48



CORINTH POLICE DEPARTMENT Shady Shores



July 2019 Summary

OFFENSES

ASSAULTS	
Misdemeanor	0
Felony	0
FAMILY VIOLENCE ASSAULTS	
Misdemeanor	0
Felony	0
SEXUAL OFFENSES	
Total Sexual Offenses	0
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	0
ALCOHOL RELATED	
Driving While Intoxicated	0
Driving Under Influence - Minor	0
Public Intoxication	0
Other Alcohol Related	0
DRUG RELATED	
Possession of Drugs	1
Poss of Drug Paraphernalia	0
Manuf./ Delivery of Drugs	0
TOTAL REPORTED OFFENSES	
	1

ACTIVITIES

CALLS FOR SERVICE	
Total Calls for Service	80
COMMUNITY POLICING	
Vacation Watches	87
VIPS-Vacation Watches	43
VIPS-Special Patrol	3
Direct Patrol / Park and Walk	103
ARRESTS	
Juvenile	0
Adult	3
Total Arrests	3
INVESTIGATIONS	
New Cases	1
Cases Cleared	0
Cases Declared Inactive	0
Cases Filed	2
TRAFFIC ENFORCEMENT	
Total Citations	25
Warnings	5
Total Citations / Warnings	30
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	1
Complaints Received	3
Complaints Substantiated/Sustained	1
Complaints Unsubstantiated / Not Sustained	2



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								1					1
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	3					22
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								1					1
Electrical wiring/equipment problem, Other				1			1	1					3
Elevator Rescue													0
Emergency medical service, other													0
EMS call, excluding vehicle accident with injury	8	5	8	9	6	5	7	7					55
False alarm or false call, Other					1		1	2					4
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					2
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		1					3
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	17	0	0	0	0	127

CORINTHLAKE

Incident Type Report (Shady Shores Summary)

08/01/2019 - 08/31/2019

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	41.18%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	5.88%	\$0	0.00%
	8	47.06%	\$0	0.00%
4 Hazardous Condition (No Fire)				
440 Electrical wiring/equipment problem, Other	1	5.88%	\$0	0.00%
444 Power line down	1	5.88%	\$0	0.00%
	2	11.76%	\$0	0.00%
5 Service Call				
5531 Burn Inspection	1	5.88%	\$0	0.00%
	1	5.88%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	1	5.88%	\$0	0.00%
631 Authorized controlled burning	2	11.76%	\$0	0.00%
	3	17.65%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	2	11.76%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	5.88%	\$0	0.00%
	3	17.65%	\$0	0.00%

Total Incident Count: 17

Total Est Loss:

\$0

CORINTHLAKE

Incident Type Report (Department Summary)

08/01/2019 - 08/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	4	1.40%	\$215,000	98.28%
113 Cooking fire, confined to container	1	0.35%	\$2,000	0.91%
121 Fire in mobile home used as fixed residence	1	0.35%	\$1,750	0.80%
143 Grass fire	1	0.35%	\$0	0.00%
	7	2.45%	\$218,750	100.00%
3 Rescue & Emergency Medical Service Incident				
320 Emergency medical service, other	1	0.35%	\$0	0.00%
321 EMS call, excluding vehicle accident with injuries	189	48.60%	\$0	0.00%
322 Motor vehicle accident with injuries	13	4.55%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	3	1.05%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	27	9.44%	\$0	0.00%
341 Search for person on land	2	0.70%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	1	0.35%	\$0	0.00%
	186	65.03%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	5	1.75%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	2	0.70%	\$0	0.00%
444 Power line down	1	0.35%	\$0	0.00%
	8	2.80%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	0.35%	\$0	0.00%
510 Person in distress, Other	1	0.35%	\$0	0.00%
511 Lock-out	9	3.15%	\$0	0.00%
522 Water or steam leak	1	0.35%	\$0	0.00%
550 Public service assistance, Other	2	0.70%	\$0	0.00%
5501 Public Education	1	0.35%	\$0	0.00%
551 Assist police or other governmental agency	1	0.35%	\$0	0.00%
5531 Burn Inspection	2	0.70%	\$0	0.00%
554 Assist invalid	6	2.10%	\$0	0.00%
561 Unauthorized burning	2	0.70%	\$0	0.00%
571 Cover assignment, standby, moveup	4	1.40%	\$0	0.00%
	30	10.49%	\$0	0.00%
6 Good Intent Call				

CORINTHLAKE

Incident Type Report (Department Summary)

08/01/2019 - 08/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call				
600 Good intent call, Other	2	0.70%	\$0	0.00%
611 Dispatched & cancelled en route	20	6.99%	\$0	0.00%
622 No Incident found on arrival at dispatch address	8	2.80%	\$0	0.00%
631 Authorized controlled burning	3	1.05%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.35%	\$0	0.00%
653 Smoke from barbecue, tar kettle	1	0.35%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	0.35%	\$0	0.00%
	36	12.59%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	7	2.45%	\$0	0.00%
730 System malfunction, Other	1	0.35%	\$0	0.00%
736 CO detector activation due to malfunction	3	1.05%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.35%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	1.05%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	2	0.70%	\$0	0.00%
	17	5.94%	\$0	0.00%
8 Severe Weather & Natural Disaster				
814 Lightning strike (no fire)	1	0.35%	\$0	0.00%
	1	0.35%	\$0	0.00%
9 Special Incident Type				
900 Special type of incident, Other	1	0.35%	\$0	0.00%
	1	0.35%	\$0	0.00%

Total Incident Count: 286

Total Est Loss:

\$218,750

CORINTHLAKE

Incidents by Township - Summary

08/01/2019 - 08/31/2019

Township	Count	Pct of Incidents
Corinth	124	43.36 %
Denton County	6	2.10 %
Denton	11	3.85 %
Hickory Creek	51	17.83 %
Lake Dallas	60	20.98 %
Lewisville	4	1.40 %
Little Elm	11	3.85 %
Oak Point	2	0.70 %
Shady Shores	17	5.94 %
Total Incident Count: 286		

CORINTHLAKE

Aid Responses by Department (All Cities)

08/01/2019 - 08/31/2019

Type of Aid	Count
Denton Fire Department	
Mutual aid received	2
Automatic aid received	1
Mutual aid given	1
Automatic aid given	1
	5
Little Elm Fire Department	
Mutual aid received	3
Mutual aid given	5
Automatic aid given	1
	9
Lewisville	
Mutual aid received	1
Mutual aid given	2
Automatic aid given	1
	4
Oak Point Fire Department	
Mutual aid given	2
	2

CORINTHLAKE

Incident Type Report (Lake Dallas Summary)

08/01/2019 - 08/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
121 Fire in mobile home used as fixed residence	1	1.67%	\$1,750	100.00%
	1	1.67%	\$1,750	100.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	29	48.33%	\$0	0.00%
322 Motor vehicle accident with injuries	2	3.33%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	1.67%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	9	15.00%	\$0	0.00%
	41	68.33%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	1	1.67%	\$0	0.00%
	1	1.67%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	1.67%	\$0	0.00%
511 Lock-out	2	3.33%	\$0	0.00%
550 Public service assistance, Other	1	1.67%	\$0	0.00%
554 Assist invalid	2	3.33%	\$0	0.00%
561 Unauthorized burning	1	1.67%	\$0	0.00%
	7	11.67%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	2	3.33%	\$0	0.00%
622 No Incident found on arrival at dispatch address	6	10.00%	\$0	0.00%
	8	13.33%	\$0	0.00%
7 False Alarm & False Call				
730 System malfunction, Other	1	1.67%	\$0	0.00%
	1	1.67%	\$0	0.00%
9 Special Incident Type				
900 Special type of incident, Other	1	1.67%	\$0	0.00%

CORINTHLAKE

Incident Type Report (Lake Dallas Summary)

08/01/2019 - 08/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
9 Special Incident Type	1	1.67%	\$0	0.00%

Total Incident Count: 60

Total Est Loss: \$1,750

CORINTHLAKE

Incident Type Report (Hickory Creek Summary)

08/01/2019 - 08/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
320 Emergency medical service, other	1	1.96%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	15	29.41%	\$0	0.00%
322 Motor vehicle accident with injuries	6	11.76%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	1.96%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	7	13.73%	\$0	0.00%
	30	58.82%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	1	1.96%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	1.96%	\$0	0.00%
	2	3.92%	\$0	0.00%
5 Service Call				
511 Lock-out	5	9.80%	\$0	0.00%
5501 Public Education	1	1.96%	\$0	0.00%
551 Assist police or other governmental agency	1	1.96%	\$0	0.00%
5531 Burn Inspection	1	1.96%	\$0	0.00%
554 Assist invalid	2	3.92%	\$0	0.00%
561 Unauthorized burning	1	1.96%	\$0	0.00%
	11	21.57%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	1	1.96%	\$0	0.00%
622 No Incident found on arrival at dispatch address	1	1.96%	\$0	0.00%
631 Authorized controlled burning	1	1.96%	\$0	0.00%
653 Smoke from barbecue, tar kettle	1	1.96%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	1.96%	\$0	0.00%
	5	9.80%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	1.96%	\$0	0.00%
736 CO detector activation due to malfunction	1	1.96%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	1.96%	\$0	0.00%
	3	5.88%	\$0	0.00%

Total Incident Count: 51

Total Est Loss: \$0

CORINTHLAKE

Incident Type Report (Corinth Summary)

08/01/2019 - 08/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
113 Cooking fire, confined to container	1	0.81%	\$2,000	100.00%
143 Grass fire	1	0.81%	\$0	0.00%
	2	1.61%	\$2,000	100.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	3	66.94%	\$0	0.00%
322 Motor vehicle accident with injuries	5	4.03%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	0.81%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	8	6.45%	\$0	0.00%
341 Search for person on land	1	0.81%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	1	0.81%	\$0	0.00%
	99	79.84%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	3	2.42%	\$0	0.00%
	3	2.42%	\$0	0.00%
5 Service Call				
510 Person in distress, Other	1	0.81%	\$0	0.00%
511 Lock-out	2	1.61%	\$0	0.00%
522 Water or steam leak	1	0.81%	\$0	0.00%
550 Public service assistance, Other	1	0.81%	\$0	0.00%
554 Assist invalid	2	1.61%	\$0	0.00%
571 Cover assignment, standby, moveup	1	0.81%	\$0	0.00%
	8	6.45%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	1	0.81%	\$0	0.00%
611 Dispatched & cancelled en route	1	0.81%	\$0	0.00%
622 No Incident found on arrival at dispatch address	1	0.81%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.81%	\$0	0.00%
	4	3.23%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	3	2.42%	\$0	0.00%

CORINTHLAKE

Incident Type Report (Corinth Summary)

08/01/2019 - 08/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
736 CO detector activation due to malfunction	2	1.61%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.81%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	2	1.61%	\$0	0.00%
	8	6.45%	\$0	0.00%

Total Incident Count: 124

Total Est Loss:

\$2,000



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

Monthly Statistics August 2019

Building Permit Report is attached
Town Council Meetings (2)
Planning and Zoning (1)
Keep Shady Shores Beautiful (1)
BSC Commission (1)

WEBSITE

Facebook has 679 (+) - Town of Shady Shores
94 (+) - Keep Shady Shores Beautiful
There are 422 (+4) persons signed up to receive the e-news. (Year began with 369)

ADMINISTRATION

Projects this month include:

- ✓ Wendy and Amber attended Legislative Training (Court/Admin)
- ✓ Worked with new public works contractors to get caught up
- ✓ Meeting to discuss smart city broad band project
- ✓ Budget
- ✓ Cybersecurity Work Session

- ✓ Keep Shady Shores Beautiful signage project
- ✓ Replat projects
- ✓ Community Meetings
- ✓ Worked with Code Enforcement
- ✓ Municipal Court issues
- ✓ Worked to coordinate issues for the community clean up
- ✓ Safe Routes to School Project
- ✓ Public Works began crack seal project

PermitReport

9/3/2019 12:48:14 PM

Permit #	Property	Permit Type	Applied Date	Estimated Value
19-00110-01	814 Tennington Lane	New Residence Permit	8/6/2019	\$450,950.00
19-00111-01	116 Sunset Circle	Roof Permit	8/6/2019	
19-00112-01	302 COTTONWOOD Trail	Water Heater Permit	8/8/2019	
19-00113-01	139 HIDDEN VALLEY AIRPARK	Septic Permit	8/13/2019	
19-00114-01	209 Lakeshore Road	Swimming Pool Permit	8/16/2019	
19-00115-01	207 Lakeshore Road	Swimming Pool Permit	8/16/2019	
19-00116-01	139 HIDDEN VALLEY AIRPARK	Hanger Permit	8/16/2019	
19-00117-01	600 Cielo Lane	Roof Permit	8/19/2019	
19-00118-01	1101 DURANGO Circle	Water Heater Permit	8/21/2019	
19-00119-01	504 Ambergate Lane	Sprinkler Permit	8/23/2019	
19-00120-01	508 Ambergate Drive	Sprinkler Permit	8/23/2019	
19-00121-01	501 Lakeshore	Roof Permit	8/28/2019	
19-00122-01	620 Ambergate Drive	Fence Permit	8/29/2019	

Permit Type	Count	Permit Amount	Adjusted Amount	Paid Amount	Balance
New Residence Permit	1	\$3,522.40	\$0.00	\$3,522.40	\$0.00
Roof Permit	3	\$450.00	\$0.00	\$450.00	\$0.00
Water Heater Permit	2	\$300.00	\$0.00	\$300.00	\$0.00
Septic Permit	1	\$560.00	\$0.00	\$560.00	\$0.00
Swimming Pool Permit	2	\$1,980.00	\$0.00	\$1,980.00	\$0.00
Hanger Permit	1	\$2,944.50	\$0.00	\$0.00	\$2,944.50
Sprinkler Permit	2	\$340.00	\$0.00	\$340.00	\$0.00
Fence Permit	1	\$195.00	\$0.00	\$195.00	\$0.00
Totals	13	\$10,291.90	\$0.00	\$7,347.40	\$2,944.50



Jul 2019

Community Waste Disposal Monthly Report to Shady Shores

Nicole Roemer *Municipal Coordinator*



Municipal Recycling Program



Single Stream Recycling

Participation in the Residential Curbside Recycling Program continues to demonstrate that residents of Shady Shores are dedicated to the preservation of the Texas environment for future generations.

The chart below details the statistics of the CWD Residential Curbside Recycling Program.

	Jul-19	Jun-19	May-19	Apr-19	Mar-19	Feb-19	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18
Homes	920	916	914	908	908	920	923	926	925	924	913	913
Resi Rcy Tonnage	26.07	19.27	27.62	25.68	26.23	25.18	27.54	22.42	24.78	31.34	22.89	28.68
Pounds / Home / Month	56.67	42.07	60.44	56.56	57.78	54.74	59.67	48.42	53.58	67.84	50.14	49.86

Municipal Service Inquiries



Residential Solid Waste Services

The Solid Waste Industry has a standard service inquiry ratio of 1.0 inquiries per 1,000 service opportunities.

	Jul-19	Jun-19	May-19	Apr-19	Mar-19	Feb-19	Jan-19	Dec-18	Nov-18	Oct-18	Sep-18	Aug-18
Service Opportunities	7,967	7,933	7,915	7,863	7,863	7,967	7,993	8,019	8,011	8,002	7,950	7,907
Service Inquiries	0	0	0	2	0	1	1	0	0	1	0	0
Per 1,000 Service Opps	0.00	0.00	0.00	0.25	0.00	0.13	0.13	0.00	0.00	0.12	0.00	0.00

Customer Service Inquiries - Detail



Good Service is Good Business

CWD's Customer Service Community is available to provide solutions via phone or online. Our efficient team is here to support Shady Shores and we continually strive for top-notch performance to ensure residents receive the most value out of their waste and recycling services.

City Account Complaints for the Period of 07/01/2019 - 07/31/2019

Account	Address	Service Type	Service Code	
				Total
No Complaints this period				Grand Total



AGENDA MEMORANDUM

DATE: September 9, 2019
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Planning and Zoning Commission

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



**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**

MINUTES

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

1. Mayor's Proclamation in support of Live United September 2019

Tom Newell delivered a proclamation in Support of the Live United Campaign.

2. Sue Tejml will be present to give an update on the Denco 9-1-1 Board.

Mrs. Sue Tejml gave an update on the Denco 9-1-1 Board Activities.

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

3. Keep Shady Shores Beautiful

Bill Krueger stated that the committee met last week and discussed signage and boundaries around the Town. The Board has been discussing wayfinding signs and some other options to help identify the Town.

4. Animal Control

Councilmember Charles grimes gave the animal control report.

5. Code Enforcement

Councilmember Grimes gave the code enforcement report.

6. Planning and Zoning Commission

Chairman Allen Lea gave the Planning and Zoning Commission report.

7. Police Department

Councilmember Matthew Haines gave the police report.

1 Police Chief Jerry Garner will be present for introductions and questions.

Chief Garner was present to introduce himself and gave a brief update of police activity in Shady Shores.

8. Fire Department

Mayor Pro Tem Tom Newell gave the Fire Department report.

9. Staff Report- the staff report was available in the council packets.

10. Roads, Drainage, Capital Improvements

11. Announcements

CONSENT AGENDA

Each item listed on the consent agenda is 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 Work session).

15. Approval of a Resolution Voting for Sue Tejml to serve on the Denco 9-1-1 Board. **RESOLUTION 2019-801-08**

16. Approval of a Resolution Stating Intent to Renew the Fire Contract with the City of Corinth (Lake Cities Fire Department) **RESOLUTION 2019-802-08**

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.

Randall DuPape, 121 Paradise Cove, spoke about the trees on Cielo Lane and requested that the council consider annexing the 13 acres known as the "old airstrip" in Cielo Ranch.

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. **RESOLUTION 2019-804-08**

18. Public Hearing- Safe Routes to School Project-

Stacy Schass gave an overview of the proposed project

A) Open the Public Hearing The Mayor opened the Public Hearing was opened at 7:22 pm.

B) Tom Newell asked if the acquisition of right of way was included.

C) Close Public Hearing- The Mayor closed the public hearing at 7:35 pm.

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

RESOLUTION 2019-803-08

Matthew Haines asked if he understood correctly that the town would be responsible for any cost over runs.

Mike Nowels made a motion to approve the Resolution for Financial Support of the Safe Route to School Project. Tom Newell seconded the motion.

Discussion: None

Ayes: Grimes, Nelson, Newel, Nowels

Nays: Haines

The motion passed 4-1.

20. Watkins Replat- Consider and act relative to a request for a replat made by Stephen Watkins for Hidden Valley

Airpark Lot 12.

Matthew Haines questioned who would be responsible for grading the swales and when this would occur.

Matthew Haines made a motion to approve the plat contingent on the successful preparation of deed restrictions. Charles Grimes seconded the motion.

Discussion: None

Ayes: Grimes, Nelson, Newell, Nowels, Haines

Nays: None

The motion passed unanimously.

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

Joe Kessler was present. Mr. Kessler, lives in the Lakes of Shady Shores, has been a resident of Shady Shores since 1999. Mr. Kessler stated that he does similar work for other towns in the area.

Grayson Wingate submitted a bid for the mowing. Mr. Wingate was present at the meeting.

Matthew Haines made a motion to approve a contract with Wingate Lawn Services for mowing, Tom Newell seconded the motion.

Discussion: None

Ayes: Haines, Grimes, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

Council directed staff to use discretion in choosing individuals for other public works services.

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.

Matthew Haines asked if council could take a break so that they could read the revised contract.

Council took a 10-minute recess at 8:25 pm.

Council recessed into open session at 8:36 pm.

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

Tom Newell made a motion to adjourn to Executive Session. Jack Nelson seconded the motion. The Council recessed into Executive Session at 8:38 pm.

Matthew Haines made a motion to reconvene. Charles Grimes seconded the motion. The Council reconvened into open session at 9:09 pm.

There was no action taken as a result of Executive Session.

FUTURE AGENDA ITEMS AND STAFF DIRECTION

Town Attorney Jim Shepherd stated that the Planning and Zoning would be addressing the issues of cross lot drainage soon.

ADJOURN

Matthew Haines made a motion to adjourn. Charles Grimes seconded the motion. The meeting was adjourned at 9:10 pm.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2019.

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Administrator/Secretary



**SHADY SHORES TOWN COUNCIL
SPECIAL CALLED MEETING
AUGUST 29, 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
Jack Nelson	Councilmember	Present
Mike Nowels	Councilmember	Present
Charles Grimes	Councilmember	Present
Matthew Haines	Councilmember	Absent

Staff Present: Wendy Withers, Town Administrator; Amber Schuler, Municipal Court Administrator; Jim Shepherd, Town Attorney

1. CALL TO ORDER

The meeting was called to order at 7:16 pm.

2. ROLL CALL

A quorum was established for the record.

3. PUBLIC HEARING- Conduct a public hearing relative to the 2020 Fiscal Year Budget.

Mayor Aughinbaugh gave an overview of the proposed budget.

A. Open Public Hearing

Mayor Aughinbaugh opened the public hearing at 7:19 pm.

B. Public Comment

Donny Autry, 560 Jay Street, expressed concerns about the increasing the property taxes. Mr. Autry felt he was not being provided adequate services for his tax dollars.

Judy McKinney, 556 Jay Street. Stated that she was not in support of a tax increase as the roads were terrible in Town. Additionally, Ms. McKinney stated that she felt the community was not being represented as there were not enough people in the audience.

Councilmember Mike Nowels asked for suggestions as to how to better notify the public.

C. Close Public Hearing

Mayor Aughinbaugh closed the public hearing at 7:37 pm

4. PUBLIC HEARING- Conduct a public hearing relative to the 2019 Proposed Property Tax Rate.

A. Open Public Hearing

Mayor Aughinbaugh opened the public hearing at 7:38 pm.

B. Public Comment

Judy McKinney, 556 Jay Street, stated that she wished citizens could have a more detailed account of Budget expenditures and asked if the Town had a professional audit.

Donny Autry, 560 Jay Street, stated that property values have gone up, across Denton County and that the appraised value of most homes has increased dramatically. Mr. Autry again expressed that he didn't see the necessity for a tax increase

C. Close Public Hearing

Mayor Aughinbaugh closed the public hearing at 8:15 pm.

Mayor Aughinbaugh thanked those that were in attendance and encouraged them to attend future meetings.

Charles Grimes motion to adjourn. Jack Nelson seconded the motion. The meeting was adjourned at 8:20 pm.

5. ADJOURN

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2019

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Administrator/Secretary



**SHADY SHORES TOWN COUNCIL
REGULAR SESSION
SEPTEMBER 5, 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
Matthew Haines	Councilmember	Absent
Charles Grimes	Councilmember	Present
Jack Nelson	Councilmember	Present
Mike Nowels	Councilmember	Present

Staff Present: Wendy Withers, Town Administrator; Amber Schuler, Municipal Court Administrator; Jim Shepherd, Town Attorney.

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.

PUBLIC HEARING- Conduct a public hearing relative to the proposed 2019 property tax rate.

- A) Open Public Hearing
- B) Public Comment
- C) Close Public Hearing

Mayor Aughinbaugh opened the public hearing at 7:01 pm.

LuAnne Monti, 540 Lakeshore, stated that she was happy with the tax rate but she would like to talk about the waste that was going on in the Town . Ms. Monti expressed concerns regarding, mowing, addition of street signs and staff raises.

Lynn Grimes, 112 Lakeshore Road, wanted to say that she understands as a consumer that costs rise every year. Ms. Grimes stated that she attends meetings regularly and has confidence in the Town Council and thanked them for their fiscal responsibility. Ms. Grimes stated that she is in favor of the tax increase that is being proposed and thanked the Council for their work.

Walter Vaughn, 414 Oakwood Circle, asked that each Councilmember vote no on the tax increase.

Mayor Aughinbaugh closed the public hearing at 7:21 pm.

ADJOURN

Tom Newell made a motion to adjourn. Jack Nelson seconded the motion. The meeting was adjourned at 7:22 pm.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2019.

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Secretary



AGENDA MEMORANDUM

DATE: September 9, 2019
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Texas Failure to Appear Program- Consider and act on approval of a revised contract with the Texas Department of Public Safety for the Failure to Appear Program

BACKGROUND/INFORMATION:

The Town of Shady Shores currently holds a contract with the Texas Department of Public Safety for the Failure to Appear Program. This program places a hold on an individual's license when they fail to make required court appearances or pay the required fees. The new contract incorporates changes enacted by the recent Legislative Session. The most notable change is that a person shall not be required to pay the \$30 fee if they are acquitted of the offense.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. DPS contract

REVIEWED BY:

TEXAS DEPARTMENT OF PUBLIC SAFETY

5805 N LAMAR BLVD • BOX 4087 • AUSTIN, TEXAS 78773-0001

512/424-2000

www.dps.texas.gov



STEVEN C. McCRAW
DIRECTOR
SKYLOR HEARN
FREEMAN F. MARTIN
RANDALL B. PRINCE
DEPUTY DIRECTORS



COMMISSION
STEVEN P. MACH, CHAIRMAN
A. CYNTHIA LEON

August 22, 2019

Dear Court Administrator:

Enclosed please find the revised contract offered by the Texas Department of Public Safety to accommodate Chapter 706 of the Texas Transportation Code. Please complete all of the appropriate entries on the contract and arrange for the approval and signature of the presiding official authorized to sign contractual documents in your jurisdiction (mayor, city manager, county judge, etc.).

Only one (1) original signed contract should be submitted for each political subdivision; if you require a final copy for the court, please indicate so when you return the document. Signed contracts should be returned to:

Texas Department of Public Safety
Attn: Enforcement and Compliance Service
P.O. Box 4087
Austin, Texas 78773-0320

After the contract has been returned to the Department it will be processed for the appropriate signatures.

Any questions regarding the contract should be forwarded to Enforcement and Compliance Service; Tijuana Pendergrass at (512) 424-5431.

Sincerely yours,

Frances Gomez, Manager
Enforcement and Compliance Service

STATE OF TEXAS §
§
COUNTY OF _____ §

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“Failure to Appear Report” or “FTA Reports” means a notice sent by the political subdivision requesting person(s) be denied renewal in accordance with this Contract.

“Failure to Appear System” or “FTA System” means the goods and services, including all hardware, software, consulting services, telephone and related support services, supplied by the Vendor.

“FTA Software” means the computer software developed or maintained now or in the future by the Vendor to support the FTA System.

“Originating Court” means the court in which an applicable violation has been filed for which a person has failed to appear or failed to pay or satisfy a judgment and which has submitted an appropriate FTA Report.

“State” means the State of Texas.

“Political subdivision” means a municipality or county of the State of Texas.

Unless otherwise defined, terms used herein shall have the meaning assigned by Texas Transportation Code, Chapter 706, or other relevant statute. Terms not defined in this Contract or by other relevant statutes shall be given their ordinary meanings.

IV. Application and Scope of Contract

This Contract applies to each FTA Report submitted to and accepted by TXDPS or the Vendor by the Political Subdivision pursuant to the authority of Texas Transportation Code, Chapter 706.

V. Required Warning on Citation for Traffic Law Violations

A peace officer authorized to issue citations within the jurisdiction of the Political Subdivision shall issue a written warning to each person to whom the officer issues a citation for a traffic law violation. This warning shall be provided in addition to any other warnings required by law. The warning must state in substance that if the person fails to appear in court for the prosecution of the offense or if the person fails to pay or satisfy a judgment ordering the payment of a fine and cost in the manner ordered by the court, the person may be denied renewal of the person’s driver license. The written warning may be printed on the citation or on a separate instrument.

VI. FTA Report

If a person fails to appear or fails to pay or satisfy a judgment as required by law, the Political Subdivision may submit an FTA Report to the Vendor containing the following information:

- (1) the jurisdiction in which the alleged offense occurred;
- (2) the name of the Political Subdivision submitting the report;
- (3) the name, date of birth and Texas driver license number of the person who failed to

- appear or failed to pay or satisfy a judgment;
- (4) the date of the alleged violation;
- (5) a brief description of the alleged violation;
- (6) a statement that the person failed to appear or failed to pay or satisfy a judgment as required by law;
- (7) the date that the person failed to appear or failed to pay or satisfy a judgment; and
- (8) any other information required by TXDPS.

There is no requirement that a criminal warrant be issued in response to the person's failure to appear. The Political Subdivision must make reasonable efforts to ensure that all FTA Reports are accurate, complete and non-duplicative.

VII. Clearance Reports

The Political Subdivision that files the FTA Report has a continuing obligation to review the FTA Report and promptly submit appropriate additional information or reports to the Vendor or TXDPS. The clearance report shall identify the person, state whether or not a fee was required, advise TXDPS to lift the denial of renewal and state the grounds for the action. All clearance reports shall be submitted immediately, but no later than two (2) business days, from the time and date that the Political Subdivision receives appropriate payment or other information that satisfies the person's obligation to that Political Subdivision.

To the extent that a Political Subdivision utilizes the FTA Program by submitting an FTA Report, the Political Subdivision shall collect the statutorily required \$30.00 administrative fee. If the person is acquitted of the underlying offense for which the original FTA Report was filed, the Political Subdivision shall not require payment of the administrative fee.

A clearance report shall be submitted for the following circumstances:

- (1) the perfection of an appeal of the case for which the warrant of arrest was issued or judgment arose;
- (2) the dismissal of the charge for which the warrant of arrest was issued or judgment arose;
- (3) the posting of a bond or the giving of other security to reinstate the charge for which the warrant was issued;
- (4) the payment or discharge of the fine and cost owed on an outstanding judgment of the court; or
- (5) other suitable arrangement to pay the fine and cost within the court's discretion.

TXDPS will not continue to deny renewal of the person's driver license after receiving notice from the Political Subdivision that the FTA Report was submitted in error or has been destroyed in accordance with the Political Subdivision's record retention policy.

VIII. Quarterly Reports and Audits

The Political Subdivision shall submit to TXDPS quarterly reports in a format established by

TXDPS.

The Political Subdivision is subject to audit and inspection at any time during normal business hours and at a mutually agreed upon location by the State Auditor, TXDPS, and any other department or agency, responsible for determining that the Parties have complied with the applicable laws. The Political Subdivision shall provide all reasonable facilities and assistance for the safe and convenient performance of any audit or inspection.

If any of the transactions performed by the Political Subdivision do not conform to this Contract or to TXDPS standards, TXDPS may require the Political Subdivision to perform the transactions again at its own cost until acceptable to TXDPS.

The Political Subdivision shall keep all records and documents regarding this Contract for the term of this Contract and for four (4) years after the termination of this Contract.

IX. Accounting Procedures

The Political Subdivision collecting fees pursuant to Texas Transportation Code §706.006 shall keep separate records of the funds and shall deposit the funds in the appropriate municipal or county treasury. The Political Subdivision may deposit such fees in an interest-bearing account and retain the interest earned thereon for the Political Subdivision. The Political Subdivision shall keep accurate and complete records of funds received and disbursed in accordance with this Contract and the governing statutes.

The Political Subdivision shall remit \$20.00 of each fee collected pursuant to Texas Transportation Code §706.006 to the Comptroller on or before the last day of each calendar quarter and retain \$10.00 of each fee to be allocated as follows: \$6.00 is for payment to the Vendor; and \$4.00 is credited to the general fund of the municipal or county treasury.

X. Payments to Vendor

TXDPS has contracted with a Vendor to assist with the implementation of the FTA Program.

The Political Subdivision shall pay the Vendor a fee of \$6.00 per person for each violation which has been reported to the Vendor and for which the Political Subdivision has subsequently collected the statutorily required \$30.00 administrative fee. In the event that the person has been acquitted of the underlying charge, no payment shall be made to the Vendor or required of the Political Subdivision.

The Political Subdivision agrees that payment shall be made by the Political Subdivision to the Vendor no later than the last day of the month following the close of the calendar quarter in which the payment was received by the Political Subdivision.

TXDPS shall have no responsibility to pay the Vendor for any fees collected by the Political Subdivision.

XI. Non-Waiver of Fee

The Political Subdivision shall not waive the \$30.00 administrative fee for any person that has been submitted on an FTA Report, even if the person is deemed to be indigent, unless (i) the person is acquitted of the charges for which the person failed to appear or (ii) the FTA Report was submitted in error.

Failure to comply with this section shall result in (i) termination of this Contract for cause and (ii) the removal of all outstanding entries of the Political Subdivision in the FTA Report, resulting in the lifting of any denied driver license renewal status from TXDPS.

XII. General Terms and Conditions

A. Compliance with Law

The Political Subdivision understands and agrees that it shall comply with all local, state and federal laws in the performance of this Contract, including administrative rules adopted by TXDPS.

B. Governing Law

This Contract is entered into pursuant to Texas Government Code, Chapter 791, and is subject to the laws and jurisdiction of the State of Texas and shall be construed and interpreted accordingly.

C. Venue

Except as otherwise provided by Chapter 2260 of the Texas Government Code, venue for any litigation between the Parties shall be Travis County, Texas.

D. Chapter 2260, Texas Government Code

The Political Subdivision shall use the dispute resolution process provided for in Chapter 2260 of the Texas Government Code and the applicable TXDPS administrative rules to attempt to resolve all disputes or contract claims arising under this Contract.

E. Litigation and Liability

In the event that the Political Subdivision is aware of litigation in which this Contract or Texas Transportation Code, Chapter 706 is subject to constitutional, statutory, or common-law challenge, or is struck down by judicial decision, the Political Subdivision shall make a good faith effort to notify TXDPS immediately.

Each Party to this Contract agrees that it shall have no liability whatsoever for the actions and/or omissions of the other Party's employees and officers, regardless of where the individual's actions and/or omissions occurred. Each Party is solely responsible for the actions and/or omissions of its employees and officers; however, such responsibility is only to the extent

required by Texas law. Where injury or property damage result from the joint or concurring acts and/or omissions of the Parties, any liability shall be shared by each Party in accordance with the applicable Texas law, subject to all defenses, including governmental immunity. These provisions are solely for the benefit of the Parties hereto and not for the benefit of any person or entity not a Party hereto; nor shall any provision hereof be deemed a waiver of any defenses available by law.

F. No Joint Enterprise

TXDPS is associated with the Political Subdivision only for the purposes and to the extent set forth herein, and with respect to the performance hereunder, the Political Subdivision is and shall be an independent contractor and shall have the sole right to supervise, manage, operate, control, and direct the performance of the details incident to its duties hereunder. Nothing contained herein shall be deemed or construed to create a partnership or joint venture, to create the relationships of an employer-employee or principal-agent, or to otherwise create any liability for TXDPS whatsoever with respect to the indebtedness, liabilities, and obligations of the Political Subdivision or any other party.

G. No Apparent Agency

Neither Party has authority for or on behalf of the other except as provided in this Contract. No other authority, power, partnership, or rights are granted or implied.

H. Contract Modification

No modifications, amendments or supplements to, or waivers of, any provision of this Contract shall be valid unless made in writing and signed by both Parties to this Contract.

I. Severability

If any provision of this Contract is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable. This Contract shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part hereof, and the remaining provisions shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance therefrom.

J. Non-Waiver of Defaults

Any failure of TXDPS, at any time, to enforce or require the strict keeping and performance of any provision of this Contract, shall not constitute a waiver of such provision, and shall not affect or impair same or the right of TXDPS at any time to avail itself of same. Any acceptance, payment, or use by TXDPS shall not constitute a waiver or otherwise impair or prejudice any right, power, privilege, or remedy available to TXDPS to enforce its rights, as such rights, powers, privileges, and remedies are specifically preserved.

K. Non-Incorporation

This Contract constitutes the entire agreement between the Parties with regard to the matters made the subject of this Contract. There are no verbal representations, inducements, agreements, understandings, representations, warranties, or restrictions between the Parties other than those specifically set forth herein.

L. Non-Assignment

Neither party shall assign its rights nor delegate its duties under this Contract without prior written consent of the other Party.

M. Headings

The headings, captions, and arrangements used in this Contract are, unless specified otherwise, for convenience only and shall not be deemed to limit, amplify, or modify the terms of this Contract, nor to affect the meaning thereof.

N. Interpretation Against the Drafter

Regardless of which Party drafted this Contract or the language at issue, any ambiguities in this Contract or the language at issue will not be interpreted against the drafting party.

O. Multiple Counterparts

This Contract may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes. In making proof of this Contract, it shall not be necessary to produce or account for more than one such counterpart.

P. Effective Date of Contract

This Contract shall be in effect from and after the date that the final signature is set forth below. This Contract shall automatically renew on a yearly basis.

Q. Termination

1. Termination for Cause. Either Party may terminate this Contract if the other Party neglects or fails to perform or observe any of its material obligations herein, and such default continues for thirty (30) days following receipt of written notice of such default.
2. Termination for Convenience. Either Party, upon thirty (30) days written notice, may terminate this Contract in whole or in part.
3. Mutual Termination. This Contract may be terminated by mutual agreement and consent, in writing, of both Parties.

After termination, the local political subdivision has a continuing obligation to report dispositions and collect fees for all violators in the FTA System at the time of termination.

Failure to comply with this continuing obligation to report shall result in the removal of all outstanding entries of the Political Subdivision in the FTA Report, resulting in the lifting of any denied driver license renewal status from TXDPS.

R. Notice

Any notice required or permitted under this Contract shall be directed to the respective Parties at the addresses shown below and shall be deemed given: (1) when delivered in hand and a receipt granted; (2) when received if sent by certified mail, return receipt requested; (3) upon three business days after deposit in the U.S. mail; or (4) when received if sent by confirmed facsimile or confirmed email.

Political Subdivision

Attn: _____

Address: _____

Address: _____

Fax: _____

Email: _____

Phone: _____

Texas Department of Public Safety

Attn: Enforcement & Compliance Service

5805 North Lamar Boulevard

Austin, Texas 78752-0001

(512) 424-5311 [fax]

Driver.Improvement@dps.texas.gov

Either of the Parties may change its address or designated individual(s) to receive notices by giving the other Party written notice as provided herein, specifying the new address and/or individual and the date upon which it shall become effective.

XIII. Signature Authority

The signatory for the Political Subdivision hereby represents and warrants that he/she has full and complete authority to enter into this Contract on behalf of the Political Subdivision.

XIV. Certifications

The Parties certify that each Party paying for the performance of governmental functions or services must make those payments from current revenues available to the paying party.

The Parties certify that this Contract is authorized by the governing body of the Parties.

The Parties certify that each has the authority to enter into this Contract by authority granted in Texas Transportation Code, Chapter 706.

**TEXAS DEPARTMENT OF
PUBLIC SAFETY**

POLITICAL SUBDIVISION*

Driver License Division Director
Or Designee

Authorized Signature

Title

Date

Date

*An additional page may be attached if more than one signature is required to execute this Contract on behalf of the Political Subdivision. Each signature block must contain the person's title and date.



AGENDA MEMORANDUM

DATE: September 9, 2019
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: **Budget Approval- Consider and act on approval of the FY2019/20 Town of Shady Shores Budget.**

BACKGROUND/INFORMATION:

The annual budget serves as a guide for the Town's to provide services, facilities, and amenities to its residents. This budget document is intended to give a comprehensive view of funding for the day-to-day operations, capital improvements, and reserve funds for the Town of Shady Shores. Expenditures are organized by departments to give the public a clear understanding of how resources are allocated.

The Town of Shady Shores views its planning and operational activities in a strategic manner. Accordingly, the 2020 Budget was prepared with the goal of achieving certain key objectives. Those objectives include:

- Ø Developing a budget and financial plan that meets the short-term and long-term needs of the Town
- Ø Continuing to provide high quality, cost effective services
- Ø Providing funds for enhancements to services as needed and appropriate
- Ø Maintaining and replacing infrastructure as needed
- Ø Create financial flexibility for changing conditions and opportunities

The proposed budget is balanced with revenues and expenditures of 1,850,869. The proposed budget reflects a 38.8% decrease from last year's budget. The primary reason for the decrease is the funds for S. Shady Shores Road that were placed in the previous fiscal year budget was paid out of last years funds. The proposed budget is available on the Town of Shady Shores Website for public review and will be adopted at the September 9, 2019 Town Council meeting.

FINANCIAL IMPLICATIONS:

The proposed 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.

RECOMMENDATION/ACTION DESIRED:

Approve the Budget as presented.

Take a record vote.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Ord_Budget 19-20 FY

REVIEWED BY:

ORDINANCE NO.
(Adopting FY 2019-2020 Budget)

AN ORDINANCE OF THE TOWN OF SHADY SHORES, DENTON COUNTY, TEXAS APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE TOWN; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as required by law, the Mayor has prepared and submitted to the Town Council a proposed budget reflecting financial policies for the year and forecasting revenues and expenditures for conducting the affairs of the Town and providing a complete financial plan for the fiscal year beginning October 1, 2019, and ending September 30, 2020; and

WHEREAS, the Town Council has received the Mayor's proposed budget, a copy of which and all supporting schedules have been filed with the Town Secretary of the Town of Shady Shores, Texas; and

WHEREAS, the Town Council has conducted the necessary public hearings as required by law;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SHADY SHORES, TEXAS AS FOLLOWS:

SECTION 1. The proposed budget of the revenue and expenditures necessary for conducting the affairs of the Town of Shady Shores, Texas, said budget being in the amount of \$1,850,869, providing a complete financial plan for the fiscal year beginning October 1, 2019, and ending September 30, 2020, as submitted to the Town Council by the Mayor, attached hereto as Exhibit "A", be and the same is hereby adopted and approved as the budget of the Town of Shady Shores, Texas for the fiscal year beginning October 1, 2019, and ending September 30, 2020.

SECTION 2. The sum of \$ 1,850,869 is hereby appropriated for the payment of the expenditures established in the approved budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020.

SECTION 3. The expenditures during the fiscal year beginning October 1 ,2019, and ending September 30, 2020 shall be made in accordance with the budget approved by this ordinance unless otherwise authorized by a duly enacted ordinance of the Town of Shady Shores, Texas.

SECTION 4. All budget amendments and transfers of appropriations budgeted from one account or activity to another within any individual activity for the fiscal year 2018-2019 are hereby ratified, and the budget Ordinance for fiscal year 2018-2019, heretofore enacted by the Town Council, be and the same is hereby, amended to the extent of such transfers and amendments for all purposes.

SECTION 5. Specific authority is given to the Mayor, with the approval of a majority of the Town Council, to make the following adjustments:

- A. The transfer of appropriations budgeted from one account classification to another account classification within the same department.
- B. The transfer of appropriations from one department or activity to another department or activity within the same fund.

State law regulating budget amendments must also be followed for any budget amendments.

SECTION 6. All notices and public hearings required by law have been duly completed.

SECTION 7. All provisions of the Ordinances of the Town of Shady Shores, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed, and all other

provisions of the Ordinances of the Town of Shady Shores, Texas not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 8. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional.

SECTION 9. This Ordinance shall take effect from and after its passage as the law in such cases provides.

DULY PASSED by the Town Council of the Town of Shady Shores, Texas, on the _____ day of September, 2019.

APPROVED:

Cindy Aughinbaugh, Mayor

ATTESTED:

Wendy Withers, Town Administrator/Secretary

APPROVED AS TO FORM:

James E. Shepherd, Town Attorney

Account Description	2019-2020 Budget
Revenue	
Ad ValoremTax	1056004
Sales Tax	83661
ONCOR	82000
Atmos Energy	27000
CoServe	60
Telephone Franchise	0
Charter Communication	26000
NCTCOG GRANTS	0
Public Information Requests	50
Other Income	100
Facility Rental	600
Reimbursements	100
Community Events Income	1000
Solid Waste Collections	218000
Solid Waste Collection-Late Fee	1500
Connect Fees	2500
Local government grants	4000
Municipal Court Fines	0
Variances	1000
Building Permit Fees	45000
Inspections	0
Platting; Zoning Changes	5000
Interest Earned	14000
MUN Court SVC Fee Retained	20000
Zoning Building Permit Fees	0
Warrant Fee	0
Child Safety Seat Belt Fine	0
Inspections-Atkisson Ranch	0
Total	1587575
 BUDGETED FUND BALANCE	 263294
FEMA Grant Funding	0
FHWA - Funding	0
Fund Balance Transfer	0
Total	263294
	1850869
 ADMINISTRATION	
Social Security/Medicare	0
Bank Service Charges	300
Software	15552
Attorney Fees	30000
Office Supplies	3500
Library	29046
Accounting/Audit fees	7545
Legal Advertising	2500
Postage, shipping, delivery	1500
Codification	3500
Election expenses	6000
Dues	1200
Ad Valorem Tax Svc	7500
Bank Service Charge	0

Contingency provisions	35007
Office Supplies	0
Books, subscriptions, reference	200
Unemployment Tax - TWC	0
Town Secretary	63027
Office Clerk	25000
Deputy Town Secretary	39920
Payroll Tax	13000
TMRS	15000
Staff Development	9100
Workers' Compensation	800
Health Care	14000
Insurance	6000
Computer Expenses	15000
Telephone	2800
Utility Atmos Energy	1000
Utility LCMUA	1800
Utility Electric	14000
Building Maintenance	22000
Postage- Solid Waste	1700
Solid Waste Contract	187000
Salary Adjustments	35000
Total	609497

MUNICIPAL COURT

Staff development	5000
Bank Service Charges	0
Software	3350
Attorney Fees	8000
Office Supplies	100
Postage, shipping, delivery	1000
Books, subscriptions, reference	0
Contingency provisions	0
Municipal Judge	4800
Municipal Court Clerk	12000
TMRS	1000
Baliff	1000
Municipal Court Fines to State	10000
Municipal Court Software	0
Municipal Court Jury Service	500
Delinquent Ticket Collection Fee	2000
TMRS	0
Computer Expenses	0
Postage (Municipal Court)	0
Total	48750

PUBLIC SAFETY

Software	800
Attorney Fees	0
Contingency provisions	0
Animal Control	16500
Code Enforcement Officer	15000
Fire Dept	336209

Police Patrol Svc	250864
Police Patrol Services- OT	2000
Child Safety Programs	4000
Computer Expenses	0
Attorney Fees	0
Building Inspector	0
Car Allowance	0
Attorney Fees	0
Attorney Fees	0
Payroll Tax	0
Total	625373

DEVELOPMENT SERVICES

Building Inspector	29700
Software	2000
Total	31700

PUBLIC OUTREACH

SPAN	0
KSSB	5000
Community Events	2500
Promotional	5900
Total	13400

ENGINEER FEES

Attorney Fees	20000
Contingency provisions	0
Roads / Streets	0
Engineer fees	100000
Engineer fees	0
Attorney Fees	0
Engineer fees	0
Engineer fees	0
Attorney Fees	0
Attorney Fees	0
Attorney Fees	0
Total	120000

PUBLIC WORKS

Public Works	40000
Signs	2500
Grants NCTCOG-FEMA CTP	0
Regional Storm Water Program	2500
Roads / Streets	357149
Office Supplies	0
Total	402149
Total Expenses	1850869
NOI	0



Town of Shady Shores
2020 Annual Budget



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>Council Member</u>	<u>Vote</u>
Cindy Aughinbaugh	
Matthew Haines	
Charles Grimes	
Jack Nelson	
Tom Newell	
Mike Nowels	

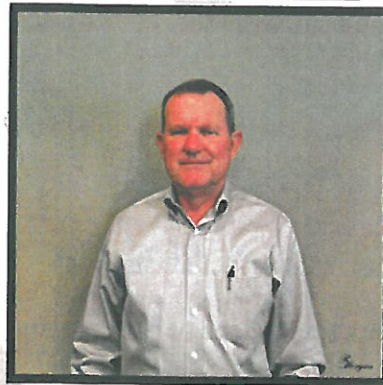
<u>Tax Rates</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
Total Property Tax Rate	.314625	.321958
Effective Tax Rate	.293423	.301958
Adopted M&O Rate	.314625	.321958
Effective M&O Rate	.293423	.301958
Rollback Rate	.316896	.326114

SHADY SHORES TOWN COUNCIL

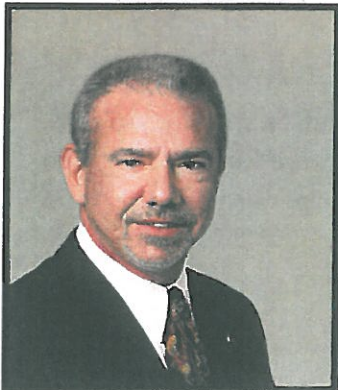
Shady Shores Town Council Members



**Cindy Aughinbaugh
Mayor**



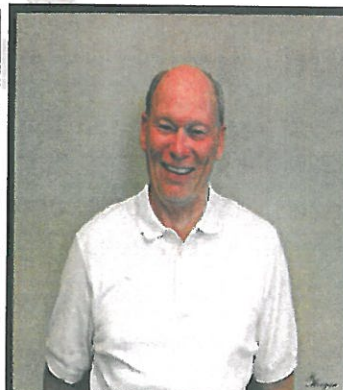
**Tom Newell
Mayor Pro Tem**



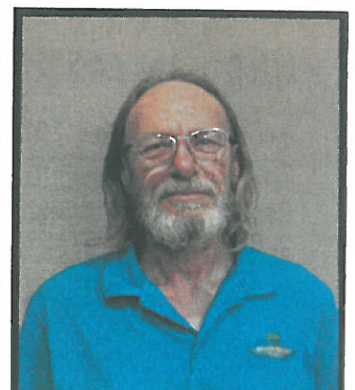
**Matthew Haines
Town Council Place 1**



**Mike Nowels
Town Council Place 2**



**Jack Nelson
Town Council Place 4**



**Charles Grimes
Town Council Place 5**

2020 Budget Message

August 23, 2019

To the Mayor Cindy Aughinbaugh, Councilmembers and Shady Shores Residents:

It is my pleasure to submit the Town of Shady Shores annual budget for the fiscal year October 1, 2019 – September 30, 2020. The following narrative is designed to give the reader a summary of relevant information regarding the budgeting process and fiscal environment.

The annual budget serves as a guide for the Town's to provide services, facilities, and amenities to its residents. This budget document is intended to give a comprehensive view of funding for the day-to-day operations, capital improvements, and reserve funds for the Town of Shady Shores. Expenditures are organized by departments to give the public a clear understanding of how resources are allocated.

The Town of Shady Shores views its planning and operational activities in a strategic manner. Accordingly, the 2020 Budget was prepared with the goal of achieving certain key objectives. Those objectives include:

- Developing a budget and financial plan that meets the short-term and long-term needs of the Town
- Continuing to provide high quality, cost effective services
- Providing funds for enhancements to services as needed and appropriate
- Maintaining and replacing infrastructure as needed
- Create financial flexibility for changing conditions and opportunities

FINANCIAL ASSESSMENT

According to the 2018 Fiscal Year audit, the Town of Shady Shores is in excellent financial condition. Conservative fiscal management has allowed the Town to achieve a significant reserve fund and provide flexibility on budgetary issues. Shady Shores continues to balance revenues and expenditures, maintain or enhance services, and remains debt free.

2018 and 2019 ACCOMPLISHMENTS

- Converted and upgraded financial software
- Established Shady Shores Municipal Court as a Court of Record
- Successful demolition of two (2) Dangerous Structures
- Secured funding from the RTC for raising of S. Shady Shores Bridge
- Increased local cooperation with local municipalities

2020 BUDGET DEVELOPMENT PROCESS

The Town has an important responsibility to its citizens and taxpayers to carefully account for public funds, to manage the Town finances wisely, and to plan for the adequate funding of services desired by the public. To facilitate this responsibility, the Budget Committee begins planning many months prior to the adoption of the budget, through discussion, evaluation and analysis. This year a Citizen Survey was conducted; answers were reviewed and evaluated. The final 2020 budget reflects the Town Council's willingness to follow previously defined financial policies, while preserving the Town's sound financial position. Key Budget items include:

- Maintaining a high level of fire prevention and protection, emergency response services, and emergency medical services through the Lake Cities Fire Department.
- Providing for a high level of proactive law enforcement visibility and effectiveness through the Corinth Police Department.
- Maintaining appropriate levels of support services, infrastructure, technology and other resources to carry out the functions of the Town.
- Accommodating quality residential growth in the community
- Supporting cooperation among the Lake Cities community to secure best pricing and practices
- Providing a competitive compensation package for the purpose of recruiting and retaining a professional workforce
- Maintaining appropriate levels of operating and capital replacement reserves

Shady Shores practices a conservative strategy when projecting revenues and expenditures. Revenue and expenditure patterns are reviewed often so that adjustments to spending levels can be implemented in a timely manner if necessary.

2020 BUDGET HIGHLIGHTS

- The property tax rate of .321958 cents per \$100 of taxable value will generate an additional \$86,374 in tax revenue to fund the budget. This rate is 6.2% higher than the effective tax rate of

\$.301958 but 2.2% higher than last year's tax rate.

- Consolidated operating revenues total \$ 1,850,869, a \$ 710,310 decrease from the 2019 FY Budget
 - Property tax revenues are budgeted at \$1,056,004 for 2020, which is a \$86,374 (6.2%) increase from the 2019 forecasted amount.
 - Sales and use tax revenues are projected to be \$83,661 for 2020, which is a 2.9% increase from the amount budgeted for 2019.
 - Significant capital projects include raising of S. Shady Shores Road Bridge; improvements to roads and streets and purchase and installation of a new weather warning system.
 - The Operating Reserve balance is estimated to be \$299,797.76, which adheres to the Town's financial policy guideline of (90 days) of general fund operating expenditures.
 - The Capital Replacement Reserve is projected at \$ 198,505 at 09/30/2020.
 - Other reserve balances are maintained in accordance with policy guidelines established by the Town Council.

	2019 Budget	2019 Forecast	2020 Budget	Budget to Budget \$	Budget %
Revenue	2,561,179	1,858,219	1,850,869	-725,654	-40%
Expenditures	2,561,179	1,418,402	1,850,869	-268,503	-14%
Rev Over/(Under) Exp		\$439,817	0		

*Projected net revenues of \$ 498,344 as of September 2019. These funds are allocated to the Town's various reserves including the operating reserve, the capital replacement reserve, the roads and bridges reserve, and the undesignated fund balance. The reserve allocations are made in accordance with financial policy and investment policy approved by the Shady Shores Town Council.

REVENUES

Total revenues in the 2020 budget equal \$1,850,869, a 40% decrease from 2019 forecasted revenues of \$2,602,372. The decrease is the result of a funds received in 2019 from the Texas Department of Transportation for repairs to W. Shady Shores Road and the payment of engineering fees in 2019 for the S. Shady Shores Road Project. Less funds were budgeted to be used from the fund balance to fund this year's budget.

As reflected in the chart below, property taxes comprise 63% of the Town's total revenue sources; sales and use taxes 5% of the total; and program fees and other revenues contribute the remaining 15%.

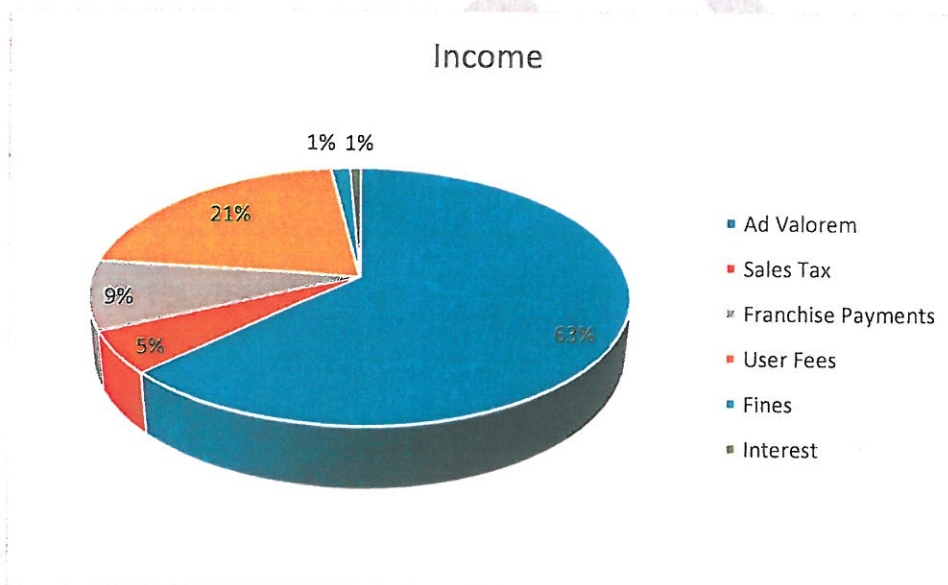


Figure 1. Income

Property Tax Revenues

The budget is based on a taxable property value base of \$320,627,636, an increase of \$13,186 from last year's tax base of \$ 307,440,990. The increase in property value is coming from \$7,366,608 in new residential properties added to the tax roll since the prior year.

Town of Shady Shores	
Taxable Property Value	322,041,387
New Properties	7,356,118
Revaluation of Existing Properties	314,685,269
Net Increase in Taxable Property Value	322,041,387
New Property Growth %	3%
Revaluation %	97%

Property tax revenues are based on a rate increase of 6.2% over the effective rate (.321958). This rate is higher than the effective tax rate of \$.301958 calculated by the Denton Tax Office. The increase in revenues is attributable a 3% increase in new properties and a 97% increase in assessed values.

The following chart provides a summary of property tax values and tax rates for budget years 2012 – 2019 along with the property tax impact on an average value home. As indicated on the chart, with the tax rate for the 2020 budget year of \$.321958, the owner of an average value home will pay a property tax of \$ 1,046 an increase of \$69 per year or \$5.75 per month.

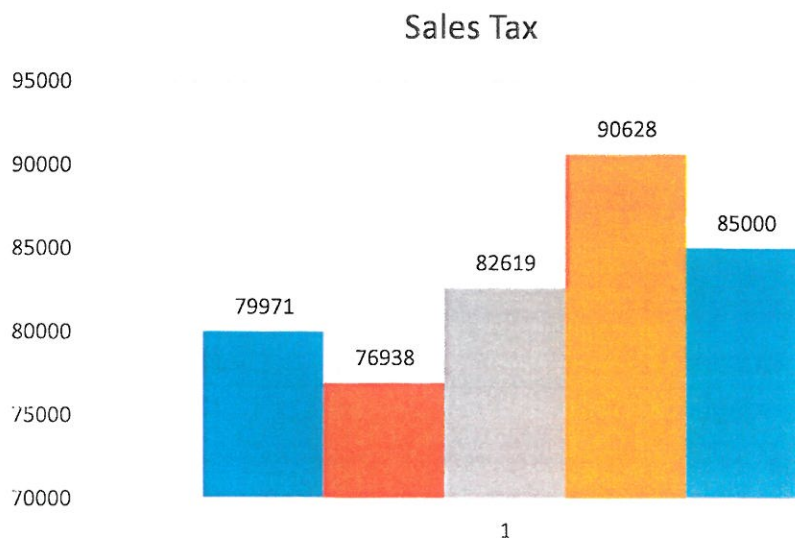
Summary of Property Tax Values and Tax Rates

Fiscal Year	Taxable Value	% Increase	Average Home Value	Maint & Operations Rate	Average Property Tax
FY 2013	\$228,264,597		\$228,450	0.314625	\$ 718
FY 2014	\$239,839,587	3%	\$242,141	0.314625	\$ 761
FY 2015	\$256,155,059	4%	\$255,030	0.314625	\$ 802
FY 2016	\$274,677,404	6%	\$271,005	0.314625	\$ 852
FY 2017	\$293,657,030	13%	\$306,648	0.314625	\$ 964
FY 2018	\$307,206,051	7%	\$310,497	0.314625	\$ 977
FY 2019	\$322,041,387	4.6%	\$324,997	0.321958	\$1,046

Sales and Use Tax Revenues

Sales and use tax revenues are generated by a 1% base sales and use tax. Although the Town of Shady Shores does not have any store-front or commercial businesses, sales tax is generated through online sales, home businesses and services. The Chart below reflects the amount of sales tax collected over the last 5 years.

Sales Tax Revenue 2015-2019



Other Revenues

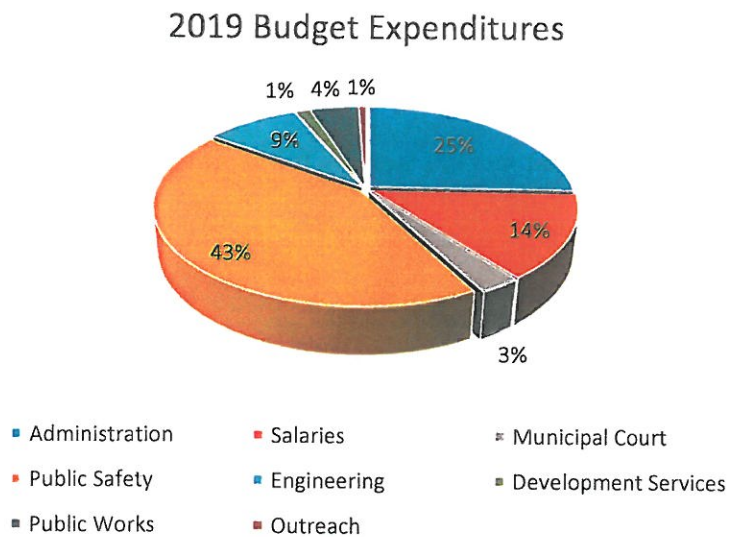
Revenues also consist of program fees generated by building permits, court fines, building rental and other revenue.

EXPENDITURES

Total consolidated expenditures of 1,850,369 represent a \$716,810, or 40% decrease from 2019 budgeted expenses of \$2,561,179.

The following charts illustrate the expenditures by type and by department.

2019 BUDGET % of TOTAL EXPENDITURES BY DEPARTMENT



PERSONNEL

Staffing levels for 2020 are proposed at 2 full time equivalent (FTE) employees, and 2 part time employees.

The *Personnel* section of this budget document contains additional information on staffing levels.

General Employees	2019	2020	\$ Increase	% Increase
Current Employees	182,094	170,747	(11,347)	
Salary Adjustments Request	0	\$35,000	\$35,000	
Total	\$182,094	205,747		
Benefits as % of Salaries	32%	28%		

CAPITAL PROJECTS PLAN

The 2020 budget and five-year plan include funding for capital projects

Capital expenditures for 2020 total \$380,732. Of this amount, \$ 263,294 is funded from the reserve funds.

Following is a summary of 2020 capital projects. Please reference the *Capital Projects Fund* section of this document for a detailed information.

- \$15,000 New Warning Sirens for Town of Shady Shores
- \$65,000 Drainage Study Shahan Addition
- \$58,000 W. Shady Shores Road Drainage Improvements
- \$201,880 Shady Lane @ 6th Street Drainage Improvements
- \$40,852 IT hardware, software, and audio/visual equipment

DEBT PROFILE

The Town of Shady Shores currently has no debt.

OPERATING, CAPITAL, ECONOMIC DEVELOPMENT and OTHER RESERVES

The Shady Shores Town Council has established several reserves to account for money designated for a specific purpose. Brief descriptions of each reserve follow:

Roads and Bridges and Drainage

All fees costs and expenses related to the construction, remodeling, expansion, and improvement of roads, bridges and drainage.

Capital Projects

Established for the construction, expansion or remodeling of public buildings, parks or similar projects.

Emergency Reserve Account

Used as necessary at the discretion of the town council for emergency or unforeseen expenditures. The Town of Shady Shores will maintain three (3) months of annual combined operating expenditures.

FUND BALANCES

2019

Operating Reserve	\$ 299,797
Capital Asset Replacement Reserve	\$ 100,000
Road and Bridge Reserve	\$ 848,505
Undesignated General Fund - 2020 Budget	\$1,053,253
Total Ending Fund Balance	\$ 2,301,555

CONCLUSION

The \$1,053,253 in the "Undesignated Reserve represents funds generated in previous years by favorable budget variances, primarily due to higher sales and use tax revenues than anticipated and savings in expenditures.

The Budget Committee, Town Council and staff have worked diligently to develop a budget that reflects a continued commitment to responsible financial management and high quality, cost effective service delivery.

Respectfully,

BUDGET GUIDE

The Town of Shady Shores 2020 Budget was produced using guidelines developed by the Government Finance Officers Association (GFOA) and is intended to provide proficiency in the following four areas:

1. **Policy Document** – The budget should serve as a policy document for the Board of Directors and management to convey how the organization will operate.
2. **Financial Plan** – The budget should serve as a financial plan describing all sources and uses of funding, including summaries of revenues and expenditures for multiple years, and changes in fund balances.
3. **Operations Guide** – The budget should serve as an operations guide to the departments by identifying the resources to be provided and the objectives to be met.
4. **Communications Device** – The budget should serve as a communications device to convey essential information to the diverse groups who use the budget information – the public, elected and appointed officials, bond rating agencies, and investors.

To facilitate effective communication of this budget document to its readers, the information has been organized into the following sections:

Budget Message

This section includes the Budget Message transmittal letter, which is designed to summarize financial information and significant impacts, major initiatives and key decisions considered in the development of the budget.

Introduction

In addition to this guide, this section includes a description of the budget process, a budget calendar, and an organization chart.

Budget Overview

This section is intended to provide the reader with a general understanding of the operating budget on a consolidated basis. Included are summary financial statements for the 2019, accompanied by charts, graphs and narrative analysis. Summaries of fund transfers and ending fund balances are also included.

Revenue Sources

This section provides a summary of revenue sources for the 2020 Budget. Each revenue source is described, and assumptions used to project revenues are disclosed.

Personnel

This section provides an executive summary of the Town of Shady Shores staffing and compensation packages.

General Fund

This section provides a statement of revenues, expenditures and changes in fund balance for the General Fund, The Town of Shady Shores operating account. This section includes information from the 2019 budget and the 2020 Budget.

Department Profiles

This section includes each department's 2020 Budget Plan which describes the primary function of the department, highlights accomplishments and objectives, outlines budget and program goals. Also provided are each department's detailed line item budgets.

2020 Budget Process

The following overview describes the 2020 Budget process.

Budget Preparation

During the first quarter of the year, staff members reviewed the current budget and previous years budgets in order to prepare this budget. Beginning in March, staff conducted meetings with employees involved in budget preparation, at which time applicable budget materials and instructions were distributed. The budget calendar was communicated, with deadlines for submission of personnel requests, capital projects, operating expenditures. Legal requirements, contractual obligations, board policies and funding decisions, the Town strategic plan, provided guidelines for budget preparation. Additionally, comments and directives communicated at the Town Council Budget Work sessions held in June and July as well as the public hearings were reviewed and included.

The Salaries and Benefits Budget was developed using salary surveys from similar towns and a review of job performance; years of service as well as cost of living increases.

Property tax revenue projections are based on the certified taxable property values provided by the Denton County Tax Assessor in late July.

Budget Committee Review

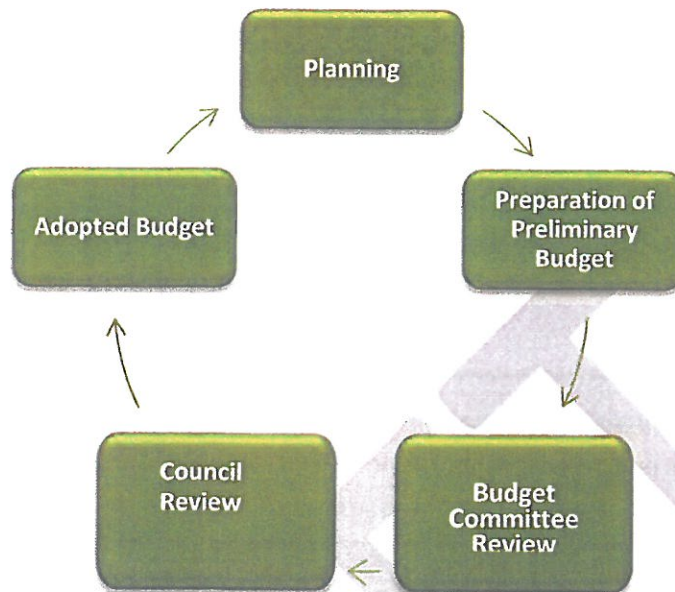
The Budget Committee met on May 30, 2019,

Town Council Review and Approval

The Shady Shores Town Council conducted budget work sessions on June 10th, and July 8th, 2019. Public hearings were held on August 29th and September 5, 2019. As required by law, the proposed budget was filed with the Town Secretary for public inspection on July 1, 2019. The budget can be viewed at the Shady Shores Community Center or online at shady-shores.com.

Budget Amendments

Once adopted, the budget may only be amended by Council action. Budget amendments are made by Ordinance and discussed during a regular Town



Planning

- Town Council sets goals and reviewed survey results
- Town Secretary reviews last year's budgets and directed goals
- Discuss Budget input and preparation with key staff and Town Council Members

Preparation of Preliminary Budget

- A base budget is prepared consideration of legal obligations, Council plans and policies, and actions
- Budget requests are reviewed, and a draft budget is prepared.

Budget Committee Review

- The Budget Committee reviews the budget with Town Staff
- Necessary changes are incorporated into the budget
- The budget is updated and submitted to the Town Council for review and public input

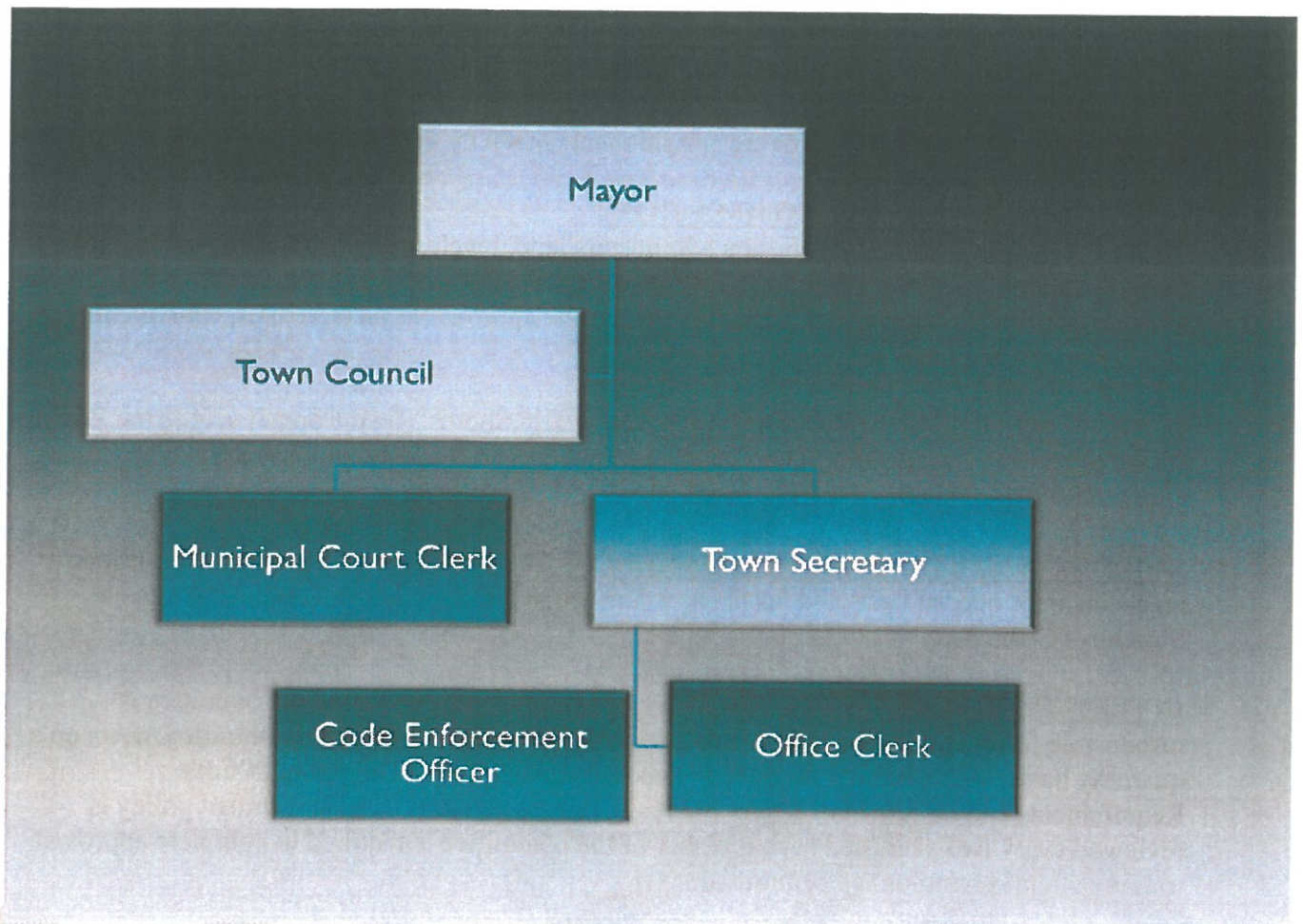
Town Council Review

- Preliminary "base" budget is presented to the Town Council at budget workshops
- Budget initiatives that are not included in the "preliminary" budget are considered
- Changes resulting from the Board's review are made
- Public hearings are held
- A copy of the proposed budget is filed with the Town Secretary

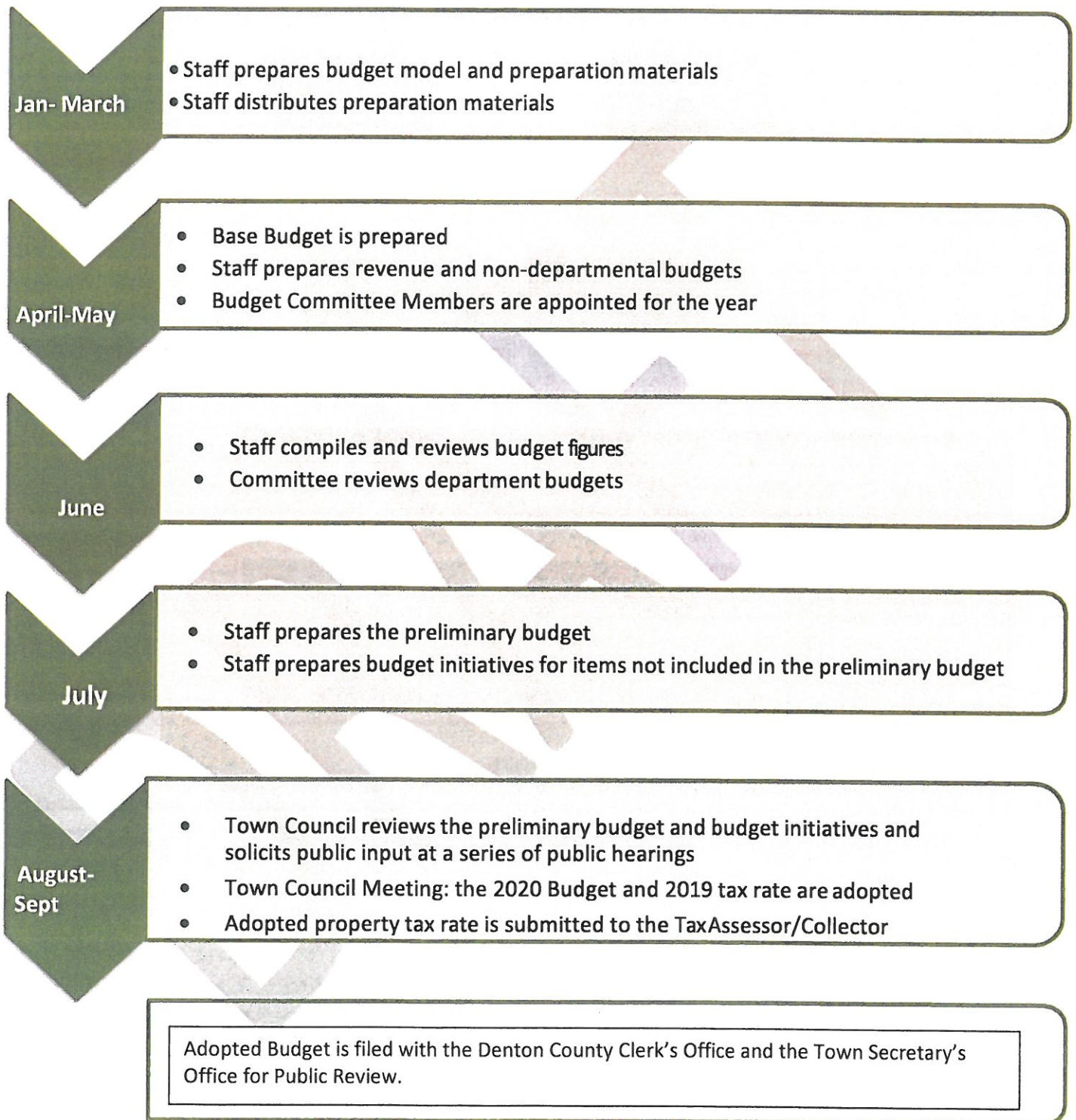
Adopted Budget

- Budget is adopted and property tax rate is set
- Tax collector's office mails tax bills at beginning of October
- Tax payments are due no later than January 31
- Budget becomes effective October 1, 2020

ORGANIZATIONAL CHART



Budget Cycle



BOARDS AND COMMISSIONS

SHADY SHORES TOWN COUNCIL- The Town Council is comprised of five members and a Mayor elected at-large. Council members are elected for two-year terms. The Mayor serves as the chief executive officer of the municipality (LGC 22.042) and serves as the presiding officer during council meetings. The Mayor does not vote except in the instance of a tie situation. The Town Council acts as the legislative branch of the council making policy decisions, voting on ordinances, confirming and approving appointments made by the Mayor.

PLANNING AND ZONING COMMISSION-

The Planning and Zoning Commission administers land development procedures in the Town of Shady Shores. The primary function of the Planning and Zoning Commission is to make recommendations to the Town Council relative to the approval of plats, replats, construction plans, zoning issues and subdivision approvals.

ZONING BOARD OF ADJUSTMENTS- The Shady Shores Town Council acts as the Zoning Board of Adjustments (ZBA). The ZBA hears appeals and requests for variances to the Zoning Ordinance. The decision of the ZBA is final.

BUILDING AND STANDARDS COMMISSION- The Building and Standards Committee meets on an as needed basis and hears cases that are in violation of the Town's Dangerous Structures Ordinance.

INVESTMENT COMMITTEE -The Town of Shady Shores Investment Committee is responsible for the oversight of the town's investments. The Investment Committee meets on a quarterly basis. All funds are invested in accordance with Local Government Code Requirements and the Town of Shady Shores Investment Policy. The investment policy is reviewed every two years and each member of the committee is required to complete approved training while serving on the committee.

COMMUNITY EVENTS COMMITTEE – The Community Events committee plans and recommends activities that promote community involvement with residents of the town; the surrounding communities and various town departments.

KEEP SHADY SHORES BEAUTIFUL – The Keep Shady Shores Beautiful Committee recommends programs that address beautification, litter prevention, recycling in the community and conducts the required activities to remain an active affiliate in “good standing” of the Keep Texas Beautiful Organization, as outlined in the affiliate agreement.

Department/Program Descriptions

Administration

- Property Tax, Sales Tax, Miscellaneous fees
- Solid Waste Fees
- Franchise Fees

Municipal Court

- Court Fines and Fees
- Property and Sales Tax

Public Safety

- Court Fines and Fees, Sales Tax and Franchise Fees

Engineering

- Sales Tax, Property Tax, Platting Fees, User Fees
- Grants

Public Works

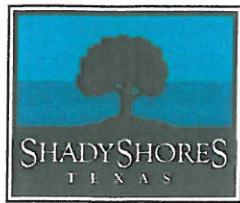
- Property Tax, Sales Tax

Outreach

- User fees, property tax, sales tax.

Development Services

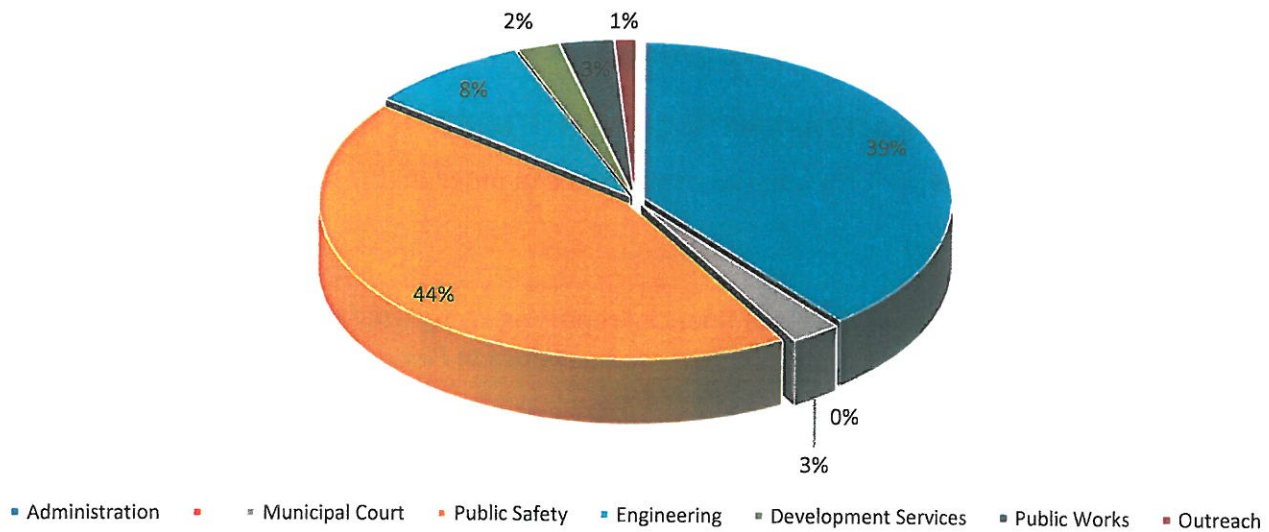
- Building Permit fees



WHERE THE MONEY GOES BY DEPARTMENT/PROGRAM

Department	2019 Budget	2019 Forecast	2020 Budget	2019 Budget to 2020 Budget	
				\$ Change	% Change
Administration	\$ 579,481	\$ 558,880	609,497	30,016	4.92%
Municipal Court	59,510	49,640	48,750	(10,760)	-22.7 %
Public Safety	604,575	597,870	625,373	20,798	3.33%
Development Services	31,510	19,420	31,700	190	.6%
Outreach	10,300	8,852	13,400	3,100	23.13%
Engineering	904,992	870,000	120,000	(784,992)	-654%
Public Works	370,811	76,200	402,149	31,388	7.81 %
Total Expenditures	\$ 2,561,179	\$ 2,180,862	\$ 1,850,869	710,260	-33.8%

2020 BUDGET % of TOTAL EXPENDITURES



ADMINISTRATION DEPARTMENT BUDGET PLAN

I. DEPARTMENT DESCRIPTION

Administration

The Administration department handles the day-to-day business of the Town. Functions managed under this department include; Financial Management, Town Council Support, Elections, Building Management and Maintenance, Solid Waste Services.

I. ACCOMPLISHMENTS OF 2019

- Continued high standards of financial reporting
- Received an unqualified opinion from the external auditors for the financial activity recorded during fiscal year 2018.
- Redesign of Town of Shady Shores Website
- Redesign of Agenda and Board Management Software
- Continued to make improvements to the annual budget and five-year business plan models to more accurately project, document and present budget and financial planning activities.
- Worked with the UTA Students to conduct a citizen satisfaction survey as well as a study on governmental partnerships.
- Continued the development of a working relationships with the Lake Cities municipalities to provide costs and services at a high level of quality and a lower cost, as well as developed valuable partnerships.

II. GOALS OF THE DEPARTMENT'S 2020 BUDGET PLAN

Record financial transactions and perform internal controls in a manner that results in

- an unqualified audit opinion.
- Maintain the high standards and levels of financial reporting recognized by the Government Finance Officers Association *Certificate of Achievement for Excellence in Financial Reporting*.
- Maintain the high standards and levels of financial planning and budgeting recognized by the Government Finance Officers Association *Distinguished Budget Presentation Award*.
- Continue to improve processes to maximize productivity without compromising service levels.

III. IMPLEMENTATION OF THE DEPARTMENT'S 2020 BUDGET

Salaries and Benefits

\$205,747

(In accordance with the Town of Shady Shores Employee Manual which requires the Town to maintain appropriate levels of support services, infrastructure and other resources to carry out the functions of the Town by providing competitive benefit and compensation packages)

Administrative Personnel (\$205,747) – Includes wages and benefits for two full-time staff members

and one part time providing budgeting, financial reporting, accounting, treasury, and procurement as well, management of Elections, Solid Waste Services and support to the Shady Shores Town Council and other administrative boards, residents and other governmental entities.

Staff Development

\$9,100

- Meetings & Business Relations (\$500) – Expenses associated with finance-related committee meetings (audit committee, investment committee) and other business meetings.
- Staff Training & Conferences (\$8,600) – Includes travel, conference registration, and other expenses for staff members to receive training related to continuing education, professional development, governmental accounting, grant management, public records and software training.
- ☐ Book and Subscriptions (\$200) – Professional journals and publications.
- ☐ Dues and Membership- (\$1,200) – Includes license renewals for TMRC and CMC certificates, annual dues for TML, GFOAT, TMCA, IIMC AND TCMA and resource materials for government administration

Office Expense

\$62,600

- Building Maintenance (\$22,000) – Building Supplies, cleaning, landscaping, repairs etc.
- Utilities- (\$ 19,600) – Telephone, Electricity, internet, gas and water.
- Computers (\$15,000) – Office Computers, security system, server, sound system.

Contracted Services

\$83,591

- Professional Services (\$30,000) – Town Attorney and Legal Services;
- Auditors Fees (\$7,545)- Annual Audit Services
- Library Services (\$29,046) – Contribution to the Lake Dallas Library
- Election Expenses (\$6,000)- Contracted General Election
- Codification (\$3,500)- Codification of Town 's Ordinances
- Ad Valorem Taxes (\$7,500)- Tax Collection Services

Administrative Expenses

\$43,015

- Office Supplies (\$ 3,500) – Office supplies specific to the Administration department.
- Legal Advertising (\$2,500) - Legal notices and required publications

- Postage Shipping and Delivery (\$1,500)
- Bank Service Charges (\$300) -Bank service fees not covered by compensating balances.
- Software (\$15,552)- Accounting Software, Website Hosting and Management, Agenda Management Software, Email services and subscriptions, Laserfiche and security back up services

Total Cost for the Administration Department's 2018 Budget Plan

\$609,447

ADMINISTRATION

ADMINISTRATION	2018/2019	PROJECTED	2019/20	PERCENT CHANGE
Social Security/Medicare	0	4560.65	0	0.00%
Bank Service Charges	300	266.21	300	0.00%
Software	13610	8844.26	15552	12.49%
Attorney Fees	12000	41634.25	30000	60.00%
Office Supplies	3500	2663.01	3500	0.00%
Library	29046	29046	29046	0.00%
Accounting/Audit fees	7500	7545	7545	0.60%
Legal Advertising	2500	187.3	2500	0.00%
Postage, shipping, delivery	1500	915.52	1500	0.00%
Codification	2500	1255	3500	28.57%
Election expenses	6000	0	6000	0.00%
Dues	650	1176	1200	45.83%
Ad Valorem Tax Svc	7500	7179.05	7500	0.00%
Bank Service Charge	0	0	0	0.00%
Contingency provisions	78995	10546.77	35007	-125.65%
Office Supplies	0	0	0	0.00%
Books, subscriptions, reference	200	90	200	0.00%
Unemployment Tax - TWC	0	0	0	0.00%
Town Secretary	61192	55402.34	63027	2.91%
Office Clerk	23400	22834.75	25000	6.40%
Deputy Town Secretary	39098	36134.42	39920	2.06%
Payroll Tax	13464	11090.19	13000	-3.57%
TMRS	9176	14762.95	15000	38.83%
Staff Development	7500	11577.66	9100	17.58%
Workers' Compensation	550	705	800	31.25%
Health Care	14000	10823.35	14000	0.00%
Insurance	6000	4678.54	6000	0.00%
Computer Expenses	15000	21531.88	15000	0.00%
Telephone	2800	2732.65	2800	0.00%
Utility Atmos Energy	1000	1109.02	1000	0.00%
Utility LCMUA	1800	1674.94	1800	0.00%
Utility Electric	15000	10170.59	14000	-7.14%
Building Maintenance	19000	24637.76	22000	13.64%
Postage- Solid Waste	1700	603.5	1700	0.00%
Solid Waste Contract	183000	189516.85	187000	2.14%
Salary Adjustments	0	0	35000	100.00%
Total	579481	535895.41	609497	4.92%

2020 Municipal Court Budget Plan

I. Department Description

Shady Shores Municipal Court is a court of record and is committed to provide an independent forum for the fair and impartial administration of justice, applying and enforcing the rules and laws of the State of Texas as well as the ordinances of the Town of Shady Shores. Cases that are filed in Shady Shores Municipal Court include environmental violations, traffic violations, Class C misdemeanors, and violations of Town Ordinances. The Mission of the Municipal Courts Department is to provide an accessibly legal forum for individuals to have their court matters heard in a fair and efficient manner, while providing a high level of integrity, professionalism and customer service.

II. ACCOMPLISHMENTS OF 2019

- Established as a court of record
- Processed approximately 300 cases
- Issued approximately 100 VPTA/FTA charges
- Disposed approximately 250 cases
- Submitted over 100 cases to OMNI & Collections

III. GOALS OF THE DEPARTMENT'S 2020 BUDGET PLAN

Shady Shores Municipal Court is a Court of Record and operates as the judicial branch of the Town of Shady Shores. It is committed to administering justice in a fair, efficient and timely manner.

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2020 BUDGET

Salaries and Benefits \$13,000

- Municipal Court Administrator (\$13,000) – Includes salaries and benefits for Municipal Court Administrator who also serves as Deputy Town Secretary.

Staff Development \$6,200

- Staff Meetings (\$500)
- Training & Conferences (\$4,500)
- Dues & Subscriptions (\$1,200) – Includes professional journals, certification fees, membership dues for TMCA (Texas Municipal Courts Association).

Equipment Expense **\$4,450**

- Software (\$3,350) – Municipal Court Software, Video Recording Equipment
- Office Supplies (\$100) –Includes department specific supplies: property file folders, processing and special plastic document holders, stop work tags, batteries, labels, notebooks, maps, reference books, film, photos and toner.
- Postage and Shipping (\$1,000)

Contracted Services **\$12,800**

- Professional Services (\$12,800) – Includes municipal court judge and prosecuting attorney.

Court Fines and Collections **\$13,500**

- Court Fines Due to the State (\$10,000) – Fines due to the State
- Municipal Court Jury Services (\$500)- Costs associated with conducting a jury trial
- Delinquent Fine Collection (\$2,000) – Costs for collection of unpaid fines
- Process Server (\$1,000) Costs to serve legal paperwork to defendants.

Total Cost for Municipal Court **\$48,750**

MUNICIPAL COURT

MUNICIPAL COURT	2018/2019	PROJECTED	2019/20	% CHANGE
Staff development	10500	4364.84	5000	-110.00%
Bank Service Charges	0	0	0	0.00%
Software	2120	5256	3350	36.72%
Attorney Fees	8000	10060	8000	0.00%
Office Supplies	1002	531.64	100	-902.00%
Postage, shipping, delivery	2400	69.98	1000	-140.00%
Books, subscriptions, reference	0	0	0	0.00%
Contingency provisions	5000	0	0	0.00%
Municipal Judge	4800	4800	4800	0.00%
Municipal Court Clerk	11952	9033.6	12000	0.40%
TMRS	1000	632.55	1000	0.00%
Baliff	0	0	1000	100.00%
Municipal Court Fines to State	10236	11590.32	10000	-2.36%
Municipal Court Software	0	0	0	0.00%
Municipal Court Jury Service	500	96	500	0.00%
Deliquent Ticket Collection Fee	2000	1906.5	2000	0.00%
TMRS	0	0	0	0.00%
Computer Expenses	0	0	0	0.00%
Postage (Municipal Court)	0	708.49	0	0.00%
Total	59510	49049.92	48750	-22.07%

2020 Public Safety Budget Plan

I. DEPARTMENT ANALYSIS

The Public Safety Department consists of the Police Department, Fire Department, Code Enforcement, and Animal Control Services. The Town of Shady Shores contracts with the City of Corinth for Police and Fire Services. Animal Control Services are provided through a contract with All American Dogs. Code Enforcement is provided on a part time basis.

ANIMAL CONTROL

Animal Control services are currently provided by All American Dogs. The Town of Shady Shores has contracted with All American Dogs for approximately five (7) years. The following services are offered to town residents; unlimited field service calls, routine service calls during business hours, impound services, dead animal removal and responding to animal bites. All American Dogs also offers various services to residents for an additional charge. These services may include, emergency animal ambulance service, pet transportation and taxi services, lost pet recovery service, deceased pet removal, cremation and burial services, nuisance wildlife rescue and control, live traps, pet insurance programs, and escape prevention program.



CODE ENFORCEMENT

Code Enforcement addresses violations of the town ordinances. The Code Enforcement Officer addresses issues such as tall weeds and grass, junked vehicles, nuisance conditions and other concerns. Residents can report their concerns using an online form or an email to town staff. Reports can also be received in the office.

POLICE DEPARTMENT

Shady Shores contract with the Corinth Police Department for Law Enforcement services. The Corinth Police department offers excellent response time and personalized service to the residents of Shady Shores.

Mission Statement

The Corinth Police Department is committed to excellence in service through innovative and progressive policing methods. We value the trust of our citizens and are committed to carrying out our duties with honor, integrity, and pride. Through partnerships and collaborative efforts, we will strive to enhance the safety and security in our community.

FIRE DEPARTMENT

Fire, Rescue and emergency medical services are provided by the Lake Cities Fire Department.

Department Mission

We'll be there, ready to respond, compassionate in our care, and safe in our work

Department Vision

The Fire Department will be a recognized leader in the development and delivery of professional and innovative emergency and life-safety services.

Core Values

- Loyalty
- Respect
- Courage

II. ACCOMPLISHMENTS OF 2019

Code Enforcement

- Demolition of two Dangerous Structures
- Number of cases worked
- Citations issued

Fire Department

- Reached approx. 8000 children, pre-K to 3rd - 5th grade.
- Included LDISD, Charter School, and Daycare Facilities
- High School Fire Academy
- Citizens Emergency Management Academy

III. GOALS OF THE DEPARTMENT'S 2020 BUDGET PLAN

Fire Department

- Response Times
- Opening of 3's will improve response times to the west as well as keeping 1's and 2's in the house more.
- Fire Agreement renewal with Lake Cities
- Open communication and transparency
- Fire Apparatus Operations and Maintenance
- Succession Planning
Establishing a program to better prepare our staff for command and company officer roles.

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2020 BUDGET

Salaries and Benefits

\$15,000

- Code Enforcement Officer (\$15,000) – Salaries and benefits for the Town Code Enforcement Officer, Code Enforcement Officer works on a part time basis at approximately 10 hours per week.

Contracted Services

\$ 609,573

- **Police Department (\$250,864)** The Town is currently in year three (3) of a 5-year contract with the City of Corinth Police Department. The Corinth Police Department is on call 24/7 for residents of the Town of Shady Shores.
- **Police Patrol Services Overtime (\$2,000)** Overtime services for officers when special patrols are needed (holidays, special events)
- **Fire Department (\$340, 209)** Lake Cities Fire Department provides fire and emergency services to the residents of the Town of Shady Shores. This year's budget includes a capitol purchase of new

emergency warning equipment and software. \$4,000 is given each year for child safety and educational programs.

- **Animal Control (\$16,500)**
- Administration**

\$1,000

- Computer Software (\$1,000) – software for Code Enforcement tracking and case management.

Total Cost for Public Safety 2020 Budget Year

\$625,373

PUBLIC SAFETY

PUBLIC SAFETY	2018/19 BUDGET	PROJECTED	2019/20	% CHANGE
Software	795	787.5	800	0.63%
Attorney Fees	0	875	0	0.00%
Contingency provisions	5000	3000	0	0.00%
Animal Control	16500	14229.6	16500	0.00%
Code Enforcement Officer	20000	9822.75	15000	-33.33%
Fire Dept	313952	287789.37	336209	6.62%
Police Patrol Svc	242028	242044	250864	3.52%
Police Patrol Services- OT	2000	0	2000	0.00%
Child Safety Programs	4000	0	4000	0.00%
Computer Expenses	0	602.65	0	0.00%
Attorney Fees	0	0	0	0.00%
Building Inspector	300	0	0	0.00%
Car Allowance	0	1200	0	0.00%
Attorney Fees	0	1625	0	0.00%
Attorney Fees	0	0	0	0.00%
Payroll Tax	0	0	0	0.00%
Total	604575	561975.87	625373	-22.56%

2020 Development Services

I. DEPARTMENT ANALYSIS

The Town contracts with Steve Koehler of the Koehler company to perform all building inspections and serve as the Chief Building Official. Mr. Koehler has been with the Town of Shady Shores for nine (9) years. The Development Services Department handles all construction and building related activities; including the issuance of permits, inspections etc. In addition, the Town has a contract with Mike Doughty to serve as the Designated Representative. Mr. Doughty performs all septic plan reviews and investigates stormwater complaints.

II. ACCOMPLISHMENTS OF 2019

- Review of permitting policy and updated information
- Building Permit applications available online
- Online Inspection Requests and Payment

III. GOALS OF THE DEPARTMENT'S 2020 BUDGET PLAN

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2018 BUDGET

DEVELOPMENT SERVICES	2018/2019 BUDGET	PROJECTED	2019/20 BUDGET	% CHANGE
Building Inspector	29700	26670	29700	0.00%
Software	1810	2800	2000	9.50%
Total	31510	29470	31700	0.60%

PUBLIC WORKS AND ENGINEERING DEPARTMENTS

I. DEPARTMENT ANALYSIS

Town Engineer

Engineering services are provided by Richard A. Arvizu, PE, CFM, with Binkley and Barfield. Mr. Arvizu's engineering experience includes: Roadway Design & Reconstruction, Bridge Design, Inspection & Reconstruction, Alley Reconstruction, Drainage Design, Utility Design & Coordination Water Distribution & Wastewater Collection Design and Rehabilitation, QA/QC Program Implementations, Erosion Control & Storm water Pollution Prevention, Cost Estimating, Construction Management and Site Development.

PUBLIC WORKS

Public works encompasses street patching and repair, mowing ditches and overgrown properties, grading and other miscellaneous repairs around town.

II. GOALS OF THE DEPARTMENT

- provide knowledgeable information when planning road construction and drainage issues,
- Expeditious plat review
- TCEQ Storm water Certifications and many other issues related to flood plain mapping, drainage and capital improvements.
- Raising of S. Shady Shores Bridge
- Drainage Study Shahan Addition
- W. Shady Shores Road Drainage Improvements
- Shady Lane @ 6th Street Drainage Improvements

III. ACCOMPLISHMENTS

- Successful Renewal of MS4 Stormwater Permit
- Raising of S. Shady Shores Bridge Project
- Safe Routes to School Application
- Development of a capital improvements plan forecast

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2020 BUDGET

ENGINEER FEES	2018/19 BUDGET	PROJECTED	2019/2020	% CHANGE
Attorney Fees	0	9653.25	20000	100.00%
Contingency provisions	54992	0	0	0.00%
Roads / Streets	0	971.4	0	0.00%
Engineer fees	850000	55914.93	100000	-750.00%
Engineer fees	0	69219.63	0	0.00%
Attorney Fees	0	17202.5	0	0.00%
Engineer fees	0	982	0	0.00%
Engineer fees	0	12187.5	0	0.00%
Attorney Fees	0	875	0	0.00%
Attorney Fees	0	187.5	0	0.00%
Attorney Fees	0	250	0	0.00%
Total	904992	167443.71	120000	-650.00%
PUBLIC WORKS				
Public Works	30000	32080.85	40000	25.00%
Signs	1500	0	2500	40.00%
Grants NCTCOG-FEMA CTP	0	0	0	0.00%
Regional Storm Water Program	0	512.14	2500	100.00%
Roads / Streets	339311	33842.5	357149	4.99%
Office Supplies	0	50.5	0	0.00%
Total	370811	66485.99	402149	7.79%

COMMUNITY OUTREACH

I. DEPARTMENT ANALYSIS

Keep Shady Shores Beautiful

The Committee was established in 2011 and is an affiliate of Keep Texas Beautiful which promotes community awareness, litter prevention and other environmental concerns on a state level. The KSSB sponsors several community wide programs within the town including, trash clean-ups, an adopt a spot program, and this year will be addressing a community wide beautification plan as well as adopting plans for new signage in and around town.

Community Events Committee

The goal of the Community Events Committee (CEC) is to promote an atmosphere of community spirit and encourage volunteerism within the Town of Shady Shores. The Community Events Committee sponsors many free community and family oriented activities throughout the year. Plans for the upcoming year include a Chili Cook-Off, a Christmas Tree Lighting and Christmas Bazaar and Festival, and other various activities. In conjunction with the Keep Shady Shores Beautiful Committee the Community Events Committee (CEC) sponsors and participates in fundraisers such as T-shirt and Brick Sales.

II. ACCOMPLISHMENTS OF 2019

- Town Wide Clean Up Day with Tire Collection
- Tree Lighting and Christmas Bazaar
- Lake Cities Serve 2019
- Shady Shores Beautification Plan

III. GOALS OF THE DEPARTMENT'S 2020 BUDGET PLAN

- Increased Signage
- Clean Up Days
- Community Interaction and Part

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2020 BUDGET

PUBLIC OUTREACH	2018/19 BUDGET	PROJECTED	2019/2020	% CHANGE
SPAN	0	0	0	0.00%
KSSB	4000	1992.36	5000	20.00%
Community Events	2300	852.47	2500	8.00%
Promotional	4000	5238.03	5900	32.20%
Total	10300	8082.86	13400	60.20%

Account Description	2018-2019 Current	Current YTD	2019-2020	% Change
Revenue				
Ad Valorem Tax	968603	971330.28	1056004	8.28%
Sales Tax	81224	102774.62	83661	2.91%
ONCOR	80000	81923.49	82000	2.44%
Atmos Energy	24000	27108.92	27000	11.11%
CoServe	60	0	60	0.00%
Telephone Franchise	2800	7754.53	0	0.00%
Charter Communication	26234	17201.11	26000	-0.90%
NCTCOG GRANTS	0	0	0	0.00%
Public Information Requests	50	0	50	0.00%
Other Income	100	75	100	0.00%
Facility Rental	600	75	600	0.00%
Reimbursements	100	0	100	0.00%
Community Events Income	1000	792.5	1000	0.00%
Solid Waste Collections	214027	172780.96	218000	1.82%
Solid Waste Collection-Late Fee	1500	0	1500	0.00%
Connect Fees	2500	0	2500	0.00%
Local government grants	4000	0	4000	0.00%
Municipal Court Fines	0	8330.65	0	0.00%
Variances	1000	5595	1000	0.00%
Building Permit Fees	65000	10563.97	45000	-44.44%
Inspections	0	83209.6	0	0.00%
Platting; Zoning Changes	5000	5075	5000	0.00%
Interest Earned	10131	13894.43	14000	27.64%
MUN Court SVC Fee Retained	20000	4232.03	20000	0.00%
Zoning Building Permit Fees	0	0	0	0.00%
Warrant Fee	0	0	0	0.00%
Child Safety Seat Belt Fine	0	37.5	0	0.00%
Inspections-Atkisson Ranch	0	0	0	0.00%
Total	1507929	1512754.59	1587575	5.02%
BUDGETED FUND BALANCE	0	0	263294	100.00%
FEMA Grant Funding	0	0	0	0.00%
FHWA - Funding	0	0	0	0.00%
Fund Balance Transfer	1053250	345465	0	0.00%
Total	1053250	345465	263294	-300.03%
	2561179	1858219.59	1850869	

ADMINISTRATION

Social Security/Medicare	0	4560.65	0	0.00%
Bank Service Charges	300	266.21	300	0.00%
Software	13610	8844.26	15552	12.49%
Attorney Fees	12000	41634.25	30000	60.00%
Office Supplies	3500	2663.01	3500	0.00%
Library	29046	29046	29046	0.00%
Accounting/Audit fees	7500	7545	7545	0.60%
Legal Advertising	2500	187.3	2500	0.00%
Postage, shipping, delivery	1500	915.52	1500	0.00%
Codification	2500	1255	3500	28.57%
Election expenses	6000	0	6000	0.00%
Dues	650	1176	1200	45.83%
Ad Valorem Tax Svc	7500	7179.05	7500	0.00%
Bank Service Charge	0	0	0	0.00%
Contingency provisions	78995	10546.77	35007	-125.65%
Office Supplies	0	0	0	0.00%
Books, subscriptions, reference	200	90	200	0.00%
Unemployment Tax - TWC	0	0	0	0.00%
Town Secretary	61192	55402.34	63027	2.91%
Office Clerk	23400	22834.75	25000	6.40%
Deputy Town Secretary	39098	36134.42	39920	2.06%
Payroll Tax	13464	11090.19	13000	-3.57%
TMRS	9176	14762.95	15000	38.83%
Staff Development	7500	11577.66	9100	17.58%
Workers' Compensation	550	705	800	31.25%
Health Care	14000	10823.35	14000	0.00%
Insurance	6000	4678.54	6000	0.00%
Computer Expenses	15000	21531.88	15000	0.00%
Telephone	2800	2732.65	2800	0.00%
Utility Atmos Energy	1000	1109.02	1000	0.00%
Utility LCMUA	1800	1674.94	1800	0.00%
Utility Electric	15000	10170.59	14000	-7.14%
Building Maintenance	19000	24637.76	22000	13.64%
Postage- Solid Waste	1700	603.5	1700	0.00%
Solid Waste Contract	183000	189516.85	187000	2.14%
Salary Adjustments	0	0	35000	100.00%
Total	579481	535895.41	609497	4.92%

MUNICIPAL COURT				
Staff development	10500	4364.84	5000	-110.00%
Bank Service Charges	0	0	0	0.00%
Software	2120	5256	3350	36.72%
Attorney Fees	8000	10060	8000	0.00%
Office Supplies	1002	531.64	100	-902.00%
Postage, shipping, delivery	2400	69.98	1000	-140.00%
Books, subscriptions, reference	0	0	0	0.00%
Contingency provisions	5000	0	0	0.00%
Municipal Judge	4800	4800	4800	0.00%
Municipal Court Clerk	11952	9033.6	12000	0.40%
TMRS	1000	632.55	1000	0.00%
Baliff	0	0	1000	100.00%
Municipal Court Fines to State	10236	11590.32	10000	-2.36%
Municipal Court Software	0	0	0	0.00%
Municipal Court Jury Service	500	96	500	0.00%
Deliquent Ticket Collection Fee	2000	1906.5	2000	0.00%
TMRS	0	0	0	0.00%
Computer Expenses	0	0	0	0.00%
Postage (Municipal Court)	0	708.49	0	0.00%
Total	59510	49049.92	48750	-22.07%
PUBLIC SAFETY				
Software	795	787.5	800	0.63%
Attorney Fees	0	875	0	0.00%
Contingency provisions	5000	3000	0	0.00%
Animal Control	16500	14229.6	16500	0.00%
Code Enforcement Officer	20000	9822.75	15000	-33.33%
Fire Dept	313952	287789.37	336209	6.62%
Police Patrol Svc	242028	242044	250864	3.52%
Police Patrol Services- OT	2000	0	2000	0.00%
Child Safety Programs	4000	0	4000	0.00%
Computer Expenses	0	602.65	0	0.00%
Attorney Fees	0	0	0	0.00%
Building Inspector	300	0	0	0.00%
Car Allowance	0	1200	0	0.00%
Attorney Fees	0	1625	0	0.00%
Attorney Fees	0	0	0	0.00%
Payroll Tax	0	0	0	0.00%
Total	604575	561975.87	625373	-22.56%
DEVELOPMENT SERVICES				
Building Inspector	29700	26670	29700	0.00%
Software	1810	2800	2000	9.50%
Total	31510	29470	31700	0.60%

PUBLIC OUTREACH				
SPAN	0	0	0	0.00%
KSSB	4000	1992.36	5000	20.00%
Community Events	2300	852.47	2500	8.00%
Promotional	4000	5238.03	5900	32.20%
Total	10300	8082.86	13400	60.20%
ENGINEER FEES				
Attorney Fees	0	9653.25	20000	100.00%
Contingency provisions	54992	0	0	0.00%
Roads / Streets	0	971.4	0	0.00%
Engineer fees	850000	55914.93	100000	-750.00%
Engineer fees	0	69219.63	0	0.00%
Attorney Fees	0	17202.5	0	0.00%
Engineer fees	0	982	0	0.00%
Engineer fees	0	12187.5	0	0.00%
Attorney Fees	0	875	0	0.00%
Attorney Fees	0	187.5	0	0.00%
Attorney Fees	0	250	0	0.00%
Total	904992	167443.71	120000	-650.00%
PUBLIC WORKS				
Public Works	30000	32080.85	40000	25.00%
Signs	1500	0	2500	40.00%
Grants NCTCOG-FEMA CTP	0	0	0	0.00%
Regional Storm Water Program	0	512.14	2500	100.00%
Roads / Streets	339311	33842.5	357149	4.99%
Office Supplies	0	50.5	0	0.00%
Total	370811	66485.99	402149	7.79%
Total Expenses	2561179	1418403.76	1850869	
NOI	0	439815.83	0	



To: Mayor Cindy Aughinbaugh and Council Members
From: Wendy Withers, Town Secretary
CC: Jim Shepherd, Town Attorney
Date: 09.05.2019
Re: Proposed Tax Rate for the 2019/2020 Fiscal Year Budget

ACTION REQUESTED: Consider and Act on approval of an Ordinance Adopting the Proposed Tax Rate.

BACKGROUND INFORMATION: Public Hearings were held on August 29th and September 5th, 2019. The Town of Shady Shores is proposing to use a tax rate of .321958. This tax rate is 6.2% higher than last year's tax rate. The proposed tax rate will generate \$ 86,374 over the effective tax rate. The amount of revenue generated from new construction is \$23,717. Most excess funds will be used to fund the road and drainage repairs.

The total appraised value of properties in the Town of Shady Shores is \$305,299,034.

Increase to Average Home Owner

	AVERAGE HOME VALUE	PROPOSED RATE	SHADY SHORES TAXES	Increase Per Year
2019	324,997	.321958	\$1,046.35	\$ 69.45
2018	\$310,497	.314625	\$ 976.90	\$ 53.66
2017	\$293,442	.314625	\$923.24	\$

The increase is = to .19 per day over last years rate.

ORDINANCE NO. _____
(Adopting a Tax Rate for 2019)

AN ORDINANCE OF THE TOWN OF SHADY SHORES, DENTON COUNTY, TEXAS LEVYING THE AD VALOREM TAXES FOR THE YEAR 2019 (Fiscal Year 2019-2020) AT A RATE OF \$0.321958 PER ONE HUNDRED DOLLARS (\$100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE TOWN OF SHADY SHORES AS OF JANUARY 1, 2019, TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENSES; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SHADY SHORES, DENTON COUNTY, TEXAS AS FOLLOWS:

SECTION 1. There be and is hereby levied for the year 2019 on all taxable property, real, personal and mixed, situated within the corporate limits of the Town of Shady Shores, and not exempt by the Constitution of the State and valid State laws, a tax of **\$0.321958** on each One Hundred Dollars (\$100) assessed valuation of taxable property, and shall be apportioned and distributed as follows:

- (a) For the purpose of defraying the current expenditures of the municipal government of the Town of Shady Shores, a tax of **\$ 0.321958** on each One Hundred Dollars (\$100) assessed value on all taxable property.
- (b) For the purpose of creating a sinking fund to pay the interest and principal maturities of all outstanding debt of the Town of Shady Shores, not otherwise provided for, a tax of **\$0.0000** on each One Hundred Dollars (\$100).
- (c) **THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.2% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$15.36.

SECTION 2. All ad valorem taxes shall become due and payable on October 1, 2019, and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2020. There shall be no discount for payment of taxes prior to February 1, 2020. A delinquent tax shall incur all penalty and interest authorized by law, to wit:

(a) A penalty of six per cent on the amount of the tax for the first calendar month it is delinquent, plus one percent for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent.

(b) Provided, however, a tax delinquent on July 1, 2020 incurs a total penalty of twelve per cent of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at the rate of one percent for each month or portion of a month the tax remains unpaid. Taxes for the year 2019 and taxes for all future years that become delinquent on or after February 1 but not later than May 1, that remain delinquent on July 1 of the year in which they become delinquent, incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and 33.07, as amended. Taxes assessed against tangible personal property for the year 2019 and for all future years that become delinquent on or after February 1 of a year incur an additional penalty on the later of the date the personal property taxes become subject to the delinquent tax attorney's contract, or 60 days after the date the taxes become delinquent, such penalty to be in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 33.11. Taxes for the year 2019 and taxes for all future years that remain delinquent on or after June 1 under Texas Property Tax Code Sections 26.07(f), 26.15(e), 31.03, 31.031, 31.032 or 31.04 incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and Section 33.08, as amended.

SECTION 3. Taxes are payable at the Denton County Tax Office. The Town shall have available all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

SECTION 4. The tax roll as presented to the Town Council, together with any supplements thereto, be and the same are hereby approved.

SECTION 5. All ordinances of the Town of Shady Shores in conflict with the provisions of this Ordinance be, and the same are hereby, repealed and all other provisions of the ordinances of the Town of Shady Shores not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 6. Should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal or invalid.

SECTION 7. This ordinance shall take effect immediately from and after its passage, as the law in such cases provides.

DULY PASSED by the Town Council of the Town of Shady Shores, Texas, on the _____ day of September, 2019, with Councilmembers voting as follows:

In favor: _____

Opposed: _____

APPROVED:

Cindy Aughinbaugh, Mayor

CORRECTLY ENROLLED:

Wendy Withers, Town Administrator Secretary

APPROVED AS TO FORM:

James E. Shepherd, Town Attorney

ORDINANCE NO: _____
(Tax Rate Ratification)

An Ordinance of the Town of Shady Shores, Texas ratifying the property tax revenue in the 2019-2020 Budget as a result of the Town receiving more revenues from property taxes in the 2019-2020 than in the previous fiscal year; and providing an effective date.

WHEREAS. Local Government Code 102.007 relating to Adoption of the Budget, requires the Town to ratify by a separate vote and providing the necessary disclosure language in the ratification, when there is an increase to the property tax revenues in the proposed budget as compared to the previous year; and

WHEREAS, The Town's 2019/2020 Budget has an increase in property tax revenues as compared to the previous year; and

WHEREAS, as a result of the approval of the 2019/2020 Budget, the Town Council finds that it must ratify the increased revenue from property taxes.

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

Section I. The increased revenue from property taxes in the 2019/2020 Town Budget is hereby ratified, with the following declaration:

“THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR’S BUDGET BY \$86,374 OR 6.2 % AND OF THAT AMOUNT, \$23,717 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE ROLL THIS YEAR.”

Section II. This Ordinance shall become effective immediately upon its passage.

DULY PASSED AND APPROVED, THIS THE _____ DAY OF SEPTEMBER, 2019

APPROVED

Cindy Aughinbaugh, Mayor

Attest:

Wendy Withers, Town Administrator/Secretary

Approved as to Form:

James E. Shepherd, Town Attorney



AGENDA MEMORANDUM

DATE: September 9, 2019
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Span Contract- Consider and act on approval of a renewal contract for Span Services.

BACKGROUND/INFORMATION:

In 2018 The Town of Shady Shores entered into a contract with Span Transit Services to provide transportation for elderly and disabled individuals for medical appointments. Earlier this year the contract was amended to include trips to pick up medications and transportation to the Lake Cities Library for senior events.

FINANCIAL IMPLICATIONS:

The program is currently being funded by a grant from the North Texas Council of Governments and does not incur a cost to the Town of Shady Shores. Individuals using the system must pay a minimal trip cost.

RECOMMENDATION/ACTION DESIRED:

Council should consider renewal of the contract. In addition Council could choose to add additional services to the contract that would be covered under the grant funding.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. FY20SpanShadyShoresAgreement Clean and Final

REVIEWED BY:

STATE OF TEXAS §

COUNTY OF DENTON §

INTERLOCAL AGREEMENT FOR SERVICES

THIS SERVICE AGREEMENT ("Agreement") is entered into by and between Shady Shores, Texas, acting by and through its duly authorized Town Mayor (hereinafter referred to as "TOWN") and SPAN, Inc., (hereinafter referred to as "SPAN"), a Texas non-profit corporation operating in Denton County, Texas as an organization described in Section 501(c)(3) of the Internal Revenue Code, acting by and through its duly authorized Executive Director.

WHEREAS, SPAN enables people to live as fully and independently as possible by providing nutrition, transportation and social services to older persons, persons with disabilities, veterans, and the general public; and

WHEREAS, the success of or failure of the SPAN's purposes and objectives has a direct impact on the health and welfare of the citizens of the TOWN; and

WHEREAS, the TOWN is charged with the responsibility of promoting and preserving the health, safety, peace, good government, and welfare of its citizens; and

WHEREAS, SPAN transportation services were developed to provide safe and efficient transportation to seniors, persons with special needs, veterans and as otherwise defined by agreements into which SPAN may enter from time to time; and

WHEREAS, The TOWN and SPAN desire to enter into this Agreement whereby SPAN will provide demand response transit service for TOWN residents that are seniors (age 65 or older), and people with documented disabilities (hereafter referred to collectively as "Riders"); and

WHEREAS, Riders in TOWN may be taken anywhere in SPAN's demand response transit service area in Denton County at a cost to the Riders of \$3.00 for seniors (age 65 and older) and people with documented disabilities for the limited purposes of medical treatments, doctor's and dentist's appointments and trips to get prescriptions filled; and

WHEREAS, Riders may call in at least one (1) day in advance, but no more than two (2) weeks in advance, to set up appointments for pick-up and drop off by calling SPAN'S Transportation Office at 940-382-1900 weekdays between the hours of 8:00 a.m. and 2:00 p.m.; and

WHEREAS, Demand response transit service is available between the hours of 7:00 a.m. and 6:00 p.m. Monday through Friday excluding major holidays and subject to capacity constraints.

NOW, THEREFORE, THE TOWN AND SPAN DO HEREBY COVENANT AND AGREE AS FOLLOWS:

1. Recitals

Span represents the foregoing recitals are found to be true and correct.

2. Scope of Transportation Services

SPAN shall provide door-to-door demand response transit services to TOWN citizens residing in Denton County who are Riders in accordance with this Agreement and SPAN's "Transportation Policy and Procedures" which is attached hereto as Exhibit "A" and incorporated herein by reference as though it were set out in its entirety ("Policy"). In the event of conflict between this Agreement and the Policy, this Agreement shall control. In performing services under this Agreement, the relationship between the TOWN and SPAN is that of an independent contractor. No term or provision of this Agreement or act of SPAN in the performance of this Agreement shall be construed as making SPAN the agent, servant, or employee of the TOWN.

3. SPAN Transportation Operations

- a. SPAN shall provide all equipment, facilities, qualified employees, training, and insurance necessary to establish a demand response transit service for the TOWN's Riders. SPAN shall further establish, operate, and maintain an accounting system for this program that will allow for a tracking of services provided to Riders and a review of the financial status of the program. SPAN shall also track and break down the information regarding the number of one-way trips it provides to Riders.
- b. The TOWN shall have the right to review the activities and financial records kept incident to the services provided to the TOWN's Riders by SPAN. In addition, SPAN shall provide monthly ridership information to the TOWN Administrator or his/her designee specifically identifying the number of Rider trips including rider origination, destination, and purpose.
- c. SPAN will be responsible for verifying and documenting the eligibility of Riders. SPAN reserves the right to determine on an individual basis whether SPAN has the capability to safely transport a passenger. In the event that safety is compromised, SPAN may decline transportation for this person and must document the reason why service was declined.
- d. Span will inform riders that their trips to the doctor or dentist's office, hospital, drug store or other location may qualify as a Medicaid eligible trip. SPAN will direct potential Medicaid eligible riders to call Texas Health and Human Services toll free at 1-877-633-8747 (TTY: 1-800-735-2989) or 1-877-MED-TRIP on Monday through Friday between 8:00 a.m. and 5:00 p.m. at least two days before their appointment or trip to schedule free transportation through Medicaid.

4. Payment

- a. SPAN shall provide up to one hundred and fifty (150) one-way trips per month to the Town riders of Shady Shores, Hickory Creek, Lake Dallas and Corinth using 5310 grant funds. If fewer than one hundred and fifty (150) trips are used in any given month the unused one-way trips from that month will accrue and be available for use during subsequent months of this Agreement.
- b. Span provides all the services detailed in the Agreement without payment of any kind or amount from the Town. The Town exercises no management or control over Span operations.

5. Indemnification

SPAN assumes all liability and responsibility for and agrees to fully indemnify, hold harmless and defend the TOWN, and its officials, officers, agents, servants and employees from and against any and all claims, damages, losses and expenses, including but not limited to attorney's fees, for injury to or death of a person or damage to property, arising out of or in connection with, directly or indirectly, the performance, attempted performance or nonperformance of the services described hereunder or in any way resulting from or arising out of the management, supervision, and operation of the program and activities of SPAN. In the event of a final judicial decision of joint and concurring responsibility of SPAN and the TOWN, responsibility and indemnity, if any, shall be apportioned comparatively in accordance with Texas Law, without waiving any defense of either party under Texas Law. The provisions of this paragraph are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

6. Insurance

SPAN shall obtain public liability insurance of the types and in the amounts set forth below from an insurance carrier or underwriter licensed to do business in the State of Texas and acceptable to the TOWN. SPAN shall furnish TOWN with certificates of insurance or copies of the policies, evidencing the required insurance on or before the beginning date of this Agreement. SPAN agrees to submit new certificates or policies to TOWN on before the expiration date of the previous certificates or policies. The insurance shall be the following types in amounts not less than indicated:

- a. Comprehensive General (Public) Liability Insurance or its equivalent including minimum coverage limits of \$1,000,000 per occurrence combined single limit for bodily injury and property damage.
- b. Automobile Liability Insurance including minimum coverage limits of \$1,000,000 per combined single limit for bodily injury and property damage.
- c. On all insurance required, SPAN shall require insurance providers to:

Name the TOWN, and its officials, officers and employees, as additional insureds and provide

thirty (30) days written notice to TOWN of any material change to or cancellation of the insurance.

7. Assignment and Delegation

Neither party shall assign or delegate the rights or obligations under this Agreement without the prior written consent of the other party.

8. Severability

In the event any provision of this Agreement shall be determined by any court of competent jurisdiction to be invalid or unenforceable, the Agreement shall, to the extent reasonably possible, remain in full force and effect as to the balance of its provisions and shall be construed as if such invalid provision were not a part hereof.

9. Mediation

In the event of any dispute regarding this Agreement or the terms contained herein, the parties hereto agree that they shall submit such dispute to non-binding mediation, prior to any litigation being filed

10. Term of Agreement

The term of this Agreement shall be from October 1, 2019 through September 30, 2020, subject to renewal by the parties. Either party may modify this Agreement by submitting, in writing, the proposed amendment to be considered and executed by both parties. This Agreement may be terminated with or without cause by either party by giving thirty (30) days written notice to the other party of their intent to terminate the Agreement..

11. Applicable Law Venue

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Texas, and venue for any claim or cause of action shall lie exclusively in Denton County, Texas or the Federal courts having jurisdiction over claims arising in Denton County, Texas.

12. Attorney's Fees and Costs

In the event it becomes necessary to take legal action to enforce the terms of this Agreement, the prevailing party in such action shall be entitled to recover attorney's fees and costs of court from the non-prevailing party.

IN WITNESS WHEREOF the TOWN of Shady Shores and Span, Inc. have executed this Agreement on this the _____ day of _____, 2019.

SPAN, INC:

Michelle McMahon, Executive Director

TOWN of Shady Shores

_____, TOWN Mayor

ATTEST:

TOWN Secretary



AGENDA MEMORANDUM

DATE: September 9, 2019

TO: Town Council

FROM: Wendy Withers, Town Administrator

SUBJECT: **Sale of Real Property- Consider and act on the sale of the property known as the "Babb Property" more legally described as Shady Shores Block 11, Lots 3, 6, 7, 10 and 11. (Located on Shady Lane). Provide staff direction on how to proceed with the sale if approved.**

BACKGROUND/INFORMATION:

Sharon Babb deeded five lots to the Town of Shady Shores in May of 2014. Each lot is approximately .038 acres of 1,650 and are located on Shady Lane in OT Shady Shores. Four of the lots are located in Zone AE of the FEMA Flood Maps, and at least one lot (11) is located partially in Zone AE. The combined acreage is .19 acres. Conduct a discussion on whether or not to sell these properties.

FINANCIAL IMPLICATIONS:

The appraised value of each lot is \$1,163.

RECOMMENDATION/ACTION DESIRED:

If Council desires to sell the five (5) lots, provide staff direction on how to proceed.

- 1) Advertise for sealed bids for the purchase of the property
- 2) Hold a public auction for the sale of the property

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Shady Shores Lots
2. FEMA Flood Map Data
3. Babb Property - Lot 6
4. Babb Property - Lot 6
5. Babb Property - Lot 6
6. Laws and Procedures Sale of Property

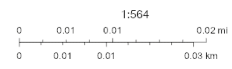
REVIEWED BY:

Shady Shores Lots



September 5, 2019

Parcels



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community



Property Details for Account: 159606

General

Market Value	\$1,163.00
Address	
Owner	SHADY SHORES, TOWN OF—100%
Mailing Address	101 S SHADY SHORES RD DENTON TX 76208-5101
Property Type	Real Property
Area	0ft²
Class	
Legal Description	SHADY SHORES BLK 11 LOT 6
Geo ID	SD0278A-000011-0000-0006-0000
Subdivision	SHADY SHORES—SD0278A
Neighborhood	Exemption 11.11 Cities—EX11.11CTY
Homestead Cap	\$0.00
Taxing Jurisdictions	SHADY SHORES TOWN OF—C34 DENTON COUNTY—G01 DENTON ISD—S05 LAKE CITIES MUA—W02

Values

Imp. Total	\$0.00
Land Homesite	\$0.00
Land Non-Homesite	\$1,163.00
Agricultural Market	\$0.00
Timber Market	\$0.00
Timber Reduction	\$0.00
Homestead Cap	\$0.00
Appraised Value	\$1,163.00
Assessed Value	\$1,163.00

Deed History

Date	Type	Seller	Buyer	Deed Number	Sale Price
2014-05-28	ROW DEED	BABB, SHARON SUNELL	SHADY SHORES, TOWN OF	2014-52899	Unavailable

Subdivision Stats

SHADY SHORES	
Minimum Market	\$15,000.00
Median Market	\$74,359.50
Maximum Market	\$251,458.00
Median Living Area	1156ft²
Difference from Median Market	-200.00%
Difference from Median Living Area	-200.00%

Land Segments

Type	Acres	Area
8 - RESIDENT LOT	0.038	1650 ft²

Property Details for Account: 159606

General

Market Value	\$1,163.00
Address	
Owner	SHADY SHORES, TOWN OF—100%
Mailing Address	101 S SHADY SHORES RD DENTON TX 76208-5101
Property Type	Real Property
Area	0ft²
Class	
Legal Description	SHADY SHORES BLK 11 LOT 6
Geo ID	SD0278A-000011-0000-0006-0000
Subdivision	SHADY SHORES—SD0278A
Neighborhood	Exemption 11.11 Cities—EX11.11CTY
Homestead Cap	\$0.00
Taxing Jurisdictions	SHADY SHORES TOWN OF—C34 DENTON COUNTY—G01 DENTON ISD—S05 LAKE CITIES MUA—W02

Values

Imp. Total	\$0.00
Land Homesite	\$0.00
Land Non-Homesite	\$1,163.00
Agricultural Market	\$0.00
Timber Market	\$0.00
Timber Reduction	\$0.00
Homestead Cap	\$0.00
Appraised Value	\$1,163.00
Assessed Value	\$1,163.00

Deed History

Date	Type	Seller	Buyer	Deed Number	Sale Price
2014-05-28	ROW DEED	BABB, SHARON SUNELL	SHADY SHORES, TOWN OF	2014-52899	Unavailable

Subdivision Stats

SHADY SHORES	
Minimum Market	\$15,000.00
Median Market	\$74,359.50
Maximum Market	\$251,458.00
Median Living Area	1156ft²
Difference from Median Market	-200.00%
Difference from Median Living Area	-200.00%

Land Segments

Type	Acres	Area
8 - RESIDENT LOT	0.038	1650 ft²

Property Details for Account: 159606

General

Market Value	\$1,163.00
Address	
Owner	SHADY SHORES, TOWN OF—100%
Mailing Address	101 S SHADY SHORES RD DENTON TX 76208-5101
Property Type	Real Property
Area	0ft ²
Class	
Legal Description	SHADY SHORES BLK 11 LOT 6
Geo ID	SD0278A-000011-0000-0006-0000
Subdivision	SHADY SHORES—SD0278A
Neighborhood	Exemption 11.11 Cities—EX11.11CTY
Homestead Cap	\$0.00
Taxing Jurisdictions	SHADY SHORES TOWN OF—C34 DENTON COUNTY—G01 DENTON ISD—S05 LAKE CITIES MUA—W02

Values

Imp. Total	\$0.00
Land Homesite	\$0.00
Land Non-Homesite	\$1,163.00
Agricultural Market	\$0.00
Timber Market	\$0.00
Timber Reduction	\$0.00
Homestead Cap	\$0.00
Appraised Value	\$1,163.00
Assessed Value	\$1,163.00

Deed History

Date	Type	Seller	Buyer	Deed Number	Sale Price
2014-05-28	ROW DEED	BABB, SHARON SUNELL	SHADY SHORES, TOWN OF	2014-52899	Unavailable

Subdivision Stats

SHADY SHORES	
Minimum Market	\$15,000.00
Median Market	\$74,359.50
Maximum Market	\$251,458.00
Median Living Area	1156ft ²
Difference from Median Market	-200.00%
Difference from Median Living Area	-200.00%

Land Segments

Type	Acres	Area
8 - RESIDENT LOT	0.038	1650 ft ²

Tip: The municipality may provide that any property owned or held by the municipality is not subject to execution. Tex. Loc. Gov't Code §51.076. This should be in the charter or in one of the first ordinances passed.

Tip: "Real Property" is commonly defined as land, and anything erected or growing upon, or affixed to the land. The term also includes rights issuing out of, annexed to, and exercisable within or about land. "Personal Property" is everything other than "Real Property."

Article 2. Disposition of Real Property

§14.05. Broker Agreements for Home-Rule Municipalities.

The statutory requirements for selling real property at auction or through competitive bidding do not apply to a home-rule municipality that contracts with a broker. Tex. Loc. Gov't Code §253.014.

(1) The city council may pay a fee if a broker produces a ready, willing, and able buyer to purchase a tract of real property that the municipality owns, or holds in trust and has authority to sell.

(2) If a contract is made with a broker to list the tract of real property for sale for at least 30 days with a multiple-listing service, the city council on or after the 30th day after the date the property is listed may sell the tract of real property to a ready, willing, and able buyer who is produced by any broker using the multiple-listing service and who submits the highest cash offer.

(3) The city council may sell a tract of real property through a contract with a broker without complying with the public auction requirements prescribed by Tex. Loc. Gov't Code § 253.008 or other law or the notice and bidding requirements prescribed by Tex. Loc. Gov't Code § 272.001 or other law.

***Caution:** The broker exception is only available to home-rule municipalities.

§14.06. Sale of Park Land, Municipal Building Site, or Abandoned Roadway.

(a) Authority to Sell All or Some. A municipality may sell a fee title or an interest in land that the municipality owns, holds, or claims as a public square, park, or site for the city hall or other municipal buildings or that is an abandoned part of a street or alley. The sale may include the improvements on the property. Tex. Loc. Gov't §253.001(a).

(b) Use of Proceeds. The proceeds of the sale may be used only to acquire and improve property for the purposes for which the sold property was used. Failure to so use the proceeds does not impair the title to the property acquired by a purchaser for a valuable consideration. Tex. Loc. Gov't Code §253.001(d).

§14.07. Vote on Sale of Park or Public Square.

(a) Election Required. Land owned, held, or claimed as a public square or park may not be sold unless the issue of the sale is submitted to the qualified voters of the

municipality at an election and is approved by a majority of the votes received at the election. This provision does not apply to the sale of land or right-of-way for drainage purposes to a district, county, or corporation acting on behalf of a county or district. Tex. Loc. Gov't Code §253.001(b)

(b) Limited Exception. These limitations also do not apply to a conveyance of certain small parcels of park land that belong to a home-rule municipality with a population of either less than 80,000 or more than 1,000,000 which meets other requirements set out in Tex. Loc. Gov't Code §253.001(e) or (f).

§14.08. Procedures for Sale of Real Property.

(a) Auction or Bid. Once the city council has determined to sell the property and any necessary election has been held, the municipality may choose to sell any property through either public auction under Tex. Loc. Gov't Code §253.008, or the sealed bid procedures of Tex. Loc. Gov't Code §272.001, unless one of the exceptions in Tex. Loc. Gov't Code §272.001(b) applies.

(b) Ordinance Required. Regardless of the procedure used, to complete the sale the city council shall adopt an ordinance directing the municipality's mayor or city manager to execute the conveyance. Tex. Loc. Gov't Code §253.001(c).

(c) Sale by Public Auction. To sell real property by public auction, the city council must publish notice for the sale once a week for three consecutive weeks before the date of the auction, in a newspaper of general circulation in the county in which the municipality is located. If the property is located in another county, notice must also be published in a newspaper of general circulation in that county. The 1st notice must be at least 21 days before the date the auction is held. (**Note:** these two requirements taken together mean that if the 1st notice is published 21 days before the auction, the 2nd notice will be 14 days before the auction, and the 3rd notice will be 7 days before the auction.) The notice must include a description of the real property, including its location, and the date, time, and location at which the auction is to be held. Tex. Loc. Gov't Code §253.008.

(d) Sale or Exchange of Land by Sealed Bid. Except for the types of land and interests described in the exceptions set out below, any land owned by a municipality which is not sold at public auction may only be sold or exchanged for other land under the following procedure. Notice to the general public of the offer of the land for sale or exchange must be published in a newspaper of general circulation in either the county in which the land is located or, if there is no such newspaper, in an adjoining county. The notice must include a description of the land, including its location, and the procedure by which sealed bids to purchase the land, or offers to exchange the land, may be submitted. The notice must be published on two separate dates, with the second publication date being at least 15 days before the date of the sale or exchange. Tex. Loc. Gov't Code §272.001(a).

(e) Exceptions to Bidding Requirements - Tex. Loc. Gov't Code §272.001. The notice requirements and bidding procedures of Tex. Loc. Gov't Code §272.001(a) shall not be required in the sale of real property belonging to a municipality described in the following paragraphs 1 through 7. However, the land and those interests described below may not be conveyed, sold, or exchanged for less than the fair market value of the land or interest unless the conveyance, sale, or exchange is with one or more abutting property owners who own the underlying fee simple. (In other words, where an abutting property owner owns the land over which the municipality owns an easement.) Tex. Loc. Gov't Code §272.001(b).

(1) Narrow strips of land, or land that because of its shape, lack of access to public roads, or small area, cannot be used independently under current zoning ordinances, subdivision regulations, or other development control ordinances;

(2) Streets or alleys, whether owned in fee or used by easement (which may be sold to abutting property owners in the same subdivision if the land has been subdivided or to abutting property owners in proportion to their abutting ownership, and the division between owners must be made in an equitable manner. Tex. Loc. Gov't Code §272.001(c));

(3) Land or real property interests acquired for streets, right-of-way or easements and which are traded for other land to be used for such purposes, including transactions partly for cash;

(4) Land that the municipality wants to have developed by contract with an independent foundation;

(5) A real property interest conveyed to a governmental entity that has the power of eminent domain;

(6) Land that is owned or acquired by a municipality in a reinvestment zone designated as provided by law, that the municipality desires to have developed pursuant to a project plan adopted by the municipality for the zone; (7)

A municipality having a population of 575,000 or less and owning land within 5,000 feet of where the shoreline of a lake would be if the lake were filled to its storage capacity may, without notice or the solicitation of bids, sell the land to the person leasing the land for the fair market value of the land as determined by a certified appraiser. While this land is under lease, the municipality owning the land may not sell the land to any person other than the person leasing the land. Tex. Loc. Gov't Code §272.001(h). This provision has certain requirements for the deed, and certain obligations under the Water Code. It should be read carefully before this situation is applied.

❖***Caution:** If you sell land around a lake, which belongs to a municipality, you are cutting off future generations from recreational activities and other uses of that land and lake.

(f) Fair Market Value Absent Bidding.

(1) The fair market value of land described in paragraphs 1 through 7 above is determined conclusively by an appraisal obtained by the municipality that owns the land or interest. The cost of any streets, utilities, or other improvements constructed on the affected land, or to be constructed by an entity other than the political subdivision on the

affected land, may be considered in determining that fair market value. Tex. Loc. Gov't Code §272.001(f).

(2) Alternatively, a home-rule municipality may conclusively determine fair market value by conducting a public auction. Tex. Loc. Gov't Code §272.001(b). Notice to the general public must be given by publishing notice on two separate dates, and the sale or exchange may not be made until after the 14th day after the date of the 2nd publication. The notice of auction must include a description of the land, including its location, the date, time, and location of the auction, and the procedures to be followed at the auction. Tex. Loc. Gov't Code §272.001(b).

The appraisal, or the public auction price obtained by a home-rule municipality, is conclusive of the fair market value of the land or interest, regardless of any contrary provision of the home-rule charter. Tex. Loc. Gov't Code §272.001(b).

(g) Rejecting Bids. The city council is not required to accept any bid or offer or to complete a sale or exchange. If the city council decides that offers for the property are not high enough, it may simply reject all offers. Tex. Loc. Gov't Code §272.001(d).

§14.09. Sale of Property for Low Income Housing or Development.

A municipality may assemble land or real property, except by condemnation, and sell or otherwise convey the land or interests to an entity for the development of low income or moderate income housing. The city council should determine that such housing serves a public purpose. The municipality shall determine the terms of the transaction so as to effectuate and maintain that public purpose. This is another case in which the land may be conveyed for less than its fair market value. Tex. Loc. Gov't Code §272.001(g).

§14.10. Conveying Land for Economic Development.

A municipality may acquire land or a real property interest with funds received for economic development purposes from the Community Development Block Grant Non-Entitlement Program authorized by Title I of the Housing and Community Development Act of 1974. It may then lease or convey the land or interest without the solicitation of bids, to a private, for-profit entity or a non-profit entity that is a party to a contract with the municipality if the land or interest will be used in carrying out the purpose of the entity's grant or contract. The land or interest may be leased or conveyed without the solicitation of bids if the municipality adopts a resolution stating the conditions and circumstances for the lease or conveyance and the public purpose that will be achieved by the lease or conveyance. Tex. Loc. Gov't Code §272.001(i).

§14.11. Sale of Property Acquired by Tax Foreclosure.

(a) Exception to Normal Requirements of Sale. Normally, property seized or ordered sold pursuant to foreclosure of a tax lien shall be sold at auction in a manner similar to the way property is sold by the sheriff after execution. The Texas Tax Code §34.01 sets out the procedures in detail. However, when a municipality acquires property following the foreclosure of a tax lien in favor of the municipality, the city council may



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: 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

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: August 12, 2019
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: TX Local Government Code 551.071 Consultation with Attorney- Swanson Vs Town of Shady Shores

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY: