



**SHADY SHORES TOWN COUNCIL  
REGULAR SESSION  
MAY 11, 2020; 7:00 PM  
VIRTUAL MEETING  
SHADY SHORES, TX 76208**

**THIS WILL BE A VIRTUAL MEETING TOWN HALL WILL NOT BE OPEN. PARTICIPANTS ARE ENCOURAGED TO ATTEND BY COMPUTER OR PHONE USING THE INFORMATION BELOW TO JOIN.**

Topic: Shady Shores Town Council Meeting 05/11/2020  
Time: May 11, 2020 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84522428185?pwd=ZWNkbmpwdkNPRUJhSkR0bFVlbTVpUT09>

Meeting ID: 845 2242 8185

Password: 2S2Rgd

One tap mobile

+13462487799,,84522428185#,,1#,768023# US (Houston)

+16699006833,,84522428185#,,1#,768023# US (San Jose)

**CALL TO ORDER**

**ROLL CALL**

Establish a quorum.

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

**PROCLAMATIONS, PRESENTATIONS AND AWARDS**

1. Oath of Office- Administer the Oath of Office to the newly elected officials. (This will be for ceremonial purposes only, the actual Oath of Office will be delivered in the office)

2. Duties of Office- Newly Elected Officials assume the duties of Office.

**COUNCILMEMBER/COMMITTEE/STAFF REPORTS:**

3. Animal Control
4. Code Enforcement
5. Police Department
6. Fire Department
7. Staff Report
8. Roads, Drainage, Capital Improvements

9. Announcements  
- Town Hall Closed Monday May 25th, 2020

### **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.

10. Minutes- Consider and act on approval of the minutes of the March 9, 2020 Regular Town Council Meeting and the March 9, 2020 Special Called Town Council Meeting. Consider and act on approval of the minutes of the April 28th, 2020 Special Called Town Council Meeting.

11. DENCO 911- Consider and act on approval of nominating an individual to serve on the Denco 911 Board.

### **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**

12. Budget Worksession- Conduct a work session relative to the FY 2021 Budget. Provide staff direction and input.

13. Stormwater Drainage Fees Discussion- Conduct a worksession relative to establishment of a stormwater drainage fee area. Consider and take appropriate action. Provide staff direction.

### **EXECUTIVE SESSION:**

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

### **FUTURE AGENDA ITEMS AND STAFF DIRECTION**

### **ADJOURN**

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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 \_\_\_\_\_ 2020, at \_\_\_\_\_ .M.

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor

| Address                                             | Notes                                                                                                           | Code           |
|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|----------------|
| Apr 30, 2020 10:30 AM<br>101 S Shady Shores<br>Road | Patrolled city focusing on stray animals.                                                                       | Animal Control |
| Apr 23, 2020 2:54 PM<br>101 S Shady Shores<br>Road  | Patrolled city focusing on stray animals.                                                                       | Animal Control |
| Apr 14, 2020 11:40 AM<br>101 S Shady Shores<br>Road | Patrolled city focusing on stray animals.                                                                       | Animal Control |
| Apr 7, 2020 1:14 PM<br>101 S Shady Shores<br>Road   | Patrolled city focusing on stray animals.                                                                       | Animal Control |
| Apr 2, 2020 3:29 PM<br>101 S Shady Shores<br>Road   | Patrolled city focusing on stray animals.                                                                       | Animal Control |
| Mar 24, 2020 1:59 PM<br>512 n garza                 | we attempted contact at this location for a dog on dog attack that occurred on 3/20,<br>a door hanger was left. | Animal Control |

| Address                                             | Notes                                             | Code           |
|-----------------------------------------------------|---------------------------------------------------|----------------|
| Mar 24, 2020 12:29 PM<br>101 S Shady Shores<br>Road | Patrolled city focusing on stray animals.         | Animal Control |
| Mar 23, 2020 1:54 PM<br>300 oakwood cir             | we responded to this location for a sick raccoon. | Animal Control |
| Mar 19, 2020 10:45 AM<br>101 S Shady Shores<br>Road | Patrolled city focusing on stray animals.         | Animal Control |
| Mar 13, 2020 3:22 PM<br>101 S Shady Shores<br>Road  | Patrolled city focusing on stray animals.         | Animal Control |
| Mar 3, 2020 12:00 PM<br>101 S Shady Shores<br>Road  | Patrolled city focusing on stray animals.         | Animal Control |



# Memo

**To:** Wendy Withers  
**From:** Char DuPree  
**PDate:** May 5, 2020  
**Re:** Code Enforcement Report

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During the months of March & April 2020, code enforcement has responded to reported code issues with an initial inspection, notification and reinspection as required. Code officer-initiated inspections continued; however, only critical violations such as unsafe structures, extreme trash/debris and very high grass violations were sent abatement notifications.

Due to the pandemic, the primary infraction throughout the town was parking. Given the “shelter in place” restriction, more people were at home. These issues were noted but not sent letters at this time. As restrictions are lifted these violations should resolve themselves. Violations addressed include:

- Unfinished construction at 106 E. 6<sup>th</sup> St.: this has been a continual problem for over a year. Notifications were sent requesting updated construction plans and permit applications as required.
- 501 Lakeshore: unidentified construction conducted; red tag issued until update was provided by property owner.
- 300 E. 9<sup>th</sup> St.: extremely high grass/weeds with trash/debris on property.
- 548 Laura: extensive renovation started without submitting plans or permit application; requested red tag be issued. Residence is owned by a property management company who has been advised of what must be submitted. Contractor was notified to remove all trash & debris on the property that was left from starting the demolition work connected to the renovation.
- 543 Lakeshore: continued to work unsafe structure issues as well as extensive trash/debris violations on property. Owner quit working on the structure after initial notification was sent.
- 202 Smokey Ln.: requested update from family regarding continued occupancy in the RV on the property. Also requested the extensive trash/debris be removed.
- 206 Carolyn: continued to monitor needed roof repair as needed; repair completed & violation abated.
- 428 Oakwood Cr.: violation report of person(s) living in an RV with several other vehicles parked on the grass in the public right of way; upon inspection there were also gasoline containers placed under the RV with the generator running. Accompanied fire department chief to on inspection to ensure there was not a fire hazard. Contacted property owner and requested all vehicles be removed and advised no one can live in the RV. Follow-up inspection revealed all violations were abated.

- 403 Meadowlark Ln.: responded to a report people were living on the property in a tent and RV. An inspection was conducted, and violation notice sent to the property owner. Reinspection will be conducted on 5/7/2020.



# CORINTH POLICE DEPARTMENT Shady Shores



## January 2020 Summary

### OFFENSES

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

### ACTIVITIES

| ACTIVITIES                                 |     |
|--------------------------------------------|-----|
| <b>CALLS FOR SERVICE</b>                   |     |
| Total Calls for Service                    | 72  |
| <b>COMMUNITY POLICING</b>                  |     |
| Vacation Watches                           | 5   |
| VIPS-Vacation Watches                      | 1   |
| VIPS-Special Patrol                        | 4   |
| Direct Patrol / Park and Walk              | 101 |
| <b>ARRESTS</b>                             |     |
| Juvenile                                   | 0   |
| Adult                                      | 2   |
| Total Arrests                              | 2   |
| <b>INVESTIGATIONS</b>                      |     |
| New Cases                                  | 2   |
| Cases Cleared                              | 1   |
| Cases Declared Inactive                    | 0   |
| Cases Filed                                | 0   |
| <b>TRAFFIC ENFORCEMENT</b>                 |     |
| Total Citations                            | 16  |
| Warnings                                   | 6   |
| Total Citations / Warnings                 | 22  |
| <b>MOTOR VEHICLE ACCIDENTS</b>             |     |
| Offense Related                            | 0   |
| Traffic Accidents - Injury                 | 0   |
| Traffic Accidents - No Injury              | 1   |
| Total Accidents                            | 1   |
| <b>FALSE ALARMS</b>                        |     |
| False Alarms                               | 1   |
| <b>JUVENILE CURFEW ENFORCEMENT</b>         |     |
| Citations                                  | 0   |
| Arrests                                    | 0   |
| <b>OFFICER CONDUCT</b>                     |     |
| Commendations Received                     | 0   |
| Complaints Received                        | 0   |
| Complaints Substantiated/Sustained         | 0   |
| Complaints Unsubstantiated / Not Sustained | 0   |



# Lake Cities Fire Department

Shady Shores

January - December 31, 2020

| 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         |
| Animal rescue                                     |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Arcing, shorted electrical equipment              |           |           | 2         | 1         |          |          |          |          |          |          |          |          | 3         |
| Assist Police or other agency                     |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Assist invalid                                    |           | 1         |           |           |          |          |          |          |          |          |          |          | 1         |
| Authorized controlled burning                     | 4         | 3         | 3         |           |          |          |          |          |          |          |          |          | 10        |
| Brush or brush-and-grass mixture fire             |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Building fire                                     |           |           | 1         |           |          |          |          |          |          |          |          |          | 1         |
| Carbon monoxide incident                          |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Carbon Monoxide detector No CO                    |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Citizen complaint                                 |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Chimney Fire Contained to Chimney                 |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Cooking Fire Confined to Container                |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Dispatched & cancelled en route                   | 1         |           |           |           |          |          |          |          |          |          |          |          | 1         |
| Electrical wiring/equipment problem, Other        |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Elevator Rescue                                   |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Emergency medical service, other                  |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| EMS call, excluding vehicle accident with injury  | 5         | 5         | 6         | 5         |          |          |          |          |          |          |          |          | 21        |
| False alarm or false call, Other                  |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Fire in mobile home used as fixed residence       |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Fire in motor home, camper, RV                    |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Flood assessment                                  |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Gas leak (natural gas or LPG)                     |           | 1         |           | 2         |          |          |          |          |          |          |          |          | 3         |
| Good intent call, Other                           |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Grass fire                                        |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| HazMat release investigation w/no Hazmat          |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Hazardous Condition (No Fire)                     |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Lock-out                                          | 1         |           |           | 1         |          |          |          |          |          |          |          |          | 2         |
| Motor vehicle accident with injuries              |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Motor Vehicle Accident with no injuries           |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Motor Vehicle/Pedestrian Accident                 |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| No Incident found on arrival at dispatch address  |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Outside trash or waste fire                       |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Outside equipment fire                            |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Outside Storage Fire                              |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Passenger Vehicle Fire                            |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Person in Distress                                |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Police matter                                     |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Power line down                                   |           |           |           | 2         |          |          |          |          |          |          |          |          | 2         |
| Public Education                                  | 1         |           |           |           |          |          |          |          |          |          |          |          | 1         |
| Public service                                    |           |           |           | 2         |          |          |          |          |          |          |          |          | 2         |
| Rescue or EMS Standby                             |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Rescue, water                                     |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| 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 |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| 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         | 2         |          |          |          |          |          |          |          |          | 3         |
| Unintentional transmission of alarm, Other        |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| Water or steam leak                               |           |           |           |           |          |          |          |          |          |          |          |          | 0         |
| <b>Total</b>                                      | <b>12</b> | <b>10</b> | <b>14</b> | <b>17</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>53</b> |

# CORINTHLAKE

## Incident Type Report (Shady Shores Summary)

04/01/2020 - 04/30/2020

All Applicable Records

| Incident Type                                            | Count    | Pct of Incidents | Total Est Loss | Pct of Losses |
|----------------------------------------------------------|----------|------------------|----------------|---------------|
| <b>3 Rescue &amp; Emergency Medical Service Incident</b> |          |                  |                |               |
| 321 EMS call, excluding vehicle accident with injury     | 5        | 29.41%           | \$0            | 0.00%         |
|                                                          | <b>5</b> | <b>29.41%</b>    | <b>\$0</b>     | <b>0.00%</b>  |
| <b>4 Hazardous Condition (No Fire)</b>                   |          |                  |                |               |
| 412 Gas leak (natural gas or LPG)                        | 2        | 11.76%           | \$0            | 0.00%         |
| 444 Power line down                                      | 2        | 11.76%           | \$0            | 0.00%         |
| 445 Arcing, shorted electrical equipment                 | 1        | 5.88%            | \$0            | 0.00%         |
| 480 Attempted burning, illegal action, Other             | 1        | 5.88%            | \$0            | 0.00%         |
|                                                          | <b>6</b> | <b>35.29%</b>    | <b>\$0</b>     | <b>0.00%</b>  |
| <b>5 Service Call</b>                                    |          |                  |                |               |
| 511 Lock-out                                             | 1        | 5.88%            | \$0            | 0.00%         |
| 550 Public service assistance, Other                     | 1        | 5.88%            | \$0            | 0.00%         |
| 553 Public service                                       | 1        | 5.88%            | \$0            | 0.00%         |
| 561 Unauthorized burning                                 | 1        | 5.88%            | \$0            | 0.00%         |
|                                                          | <b>4</b> | <b>23.53%</b>    | <b>\$0</b>     | <b>0.00%</b>  |
| <b>7 False Alarm &amp; False Call</b>                    |          |                  |                |               |
| 735 Alarm system sounded due to malfunction              | 1        | 5.88%            | \$0            | 0.00%         |
| 745 Alarm system activation, no fire - unintentional     | 1        | 5.88%            | \$0            | 0.00%         |
|                                                          | <b>2</b> | <b>11.76%</b>    | <b>\$0</b>     | <b>0.00%</b>  |
| <b>Total Incident Count: 17</b>                          |          |                  |                |               |
| <b>Total Est Loss:</b>                                   |          |                  | <b>\$0</b>     |               |

# CORINTHLAKE

## Incident Type Report (Department Summary)

04/01/2020 - 04/30/2020

All Applicable Records

| Incident Type                                            | Count      | Pct of Incidents | Total Est Loss  | Pct of Losses  |
|----------------------------------------------------------|------------|------------------|-----------------|----------------|
| <b>1 Fire</b>                                            |            |                  |                 |                |
| 111 Building fire                                        | 1          | 0.40%            | \$1,300         | 3.56%          |
| 113 Cooking fire, confined to container                  | 1          | 0.40%            | \$0             | 0.00%          |
| 131 Passenger vehicle fire                               | 5          | 1.98%            | \$35,200        | 96.43%         |
| 162 Outside equipment fire                               | 1          | 0.40%            | \$0             | 0.00%          |
| 163 Outside gas or vapor combustion explosion            | 1          | 0.40%            | \$0             | 0.00%          |
|                                                          | <b>9</b>   | <b>3.56%</b>     | <b>\$36,500</b> | <b>100.00%</b> |
| <b>3 Rescue &amp; Emergency Medical Service Incident</b> |            |                  |                 |                |
| 320 Emergency medical service, other                     | 1          | 0.40%            | \$0             | 0.00%          |
| 321 EMS call, excluding vehicle accident with injuries   | 148        | 58.50%           | \$0             | 0.00%          |
| 322 Motor vehicle accident with injuries                 | 6          | 2.37%            | \$0             | 0.00%          |
| 323 Motor vehicle/pedestrian accident (MV Ped)           | 1          | 0.40%            | \$0             | 0.00%          |
| 324 Motor Vehicle Accident with no injuries              | 19         | 7.51%            | \$0             | 0.00%          |
|                                                          | <b>175</b> | <b>69.17%</b>    | <b>\$0</b>      | <b>0.00%</b>   |
| <b>4 Hazardous Condition (No Fire)</b>                   |            |                  |                 |                |
| 412 Gas leak (natural gas or LPG)                        | 4          | 1.58%            | \$0             | 0.00%          |
| 421 Chemical hazard (no spill or leak)                   | 1          | 0.40%            | \$0             | 0.00%          |
| 423 Refrigeration leak                                   | 1          | 0.40%            | \$0             | 0.00%          |
| 440 Electrical wiring/equipment problem, Other           | 1          | 0.40%            | \$0             | 0.00%          |
| 441 Heat from short circuit (wiring), defective/worn     | 2          | 0.79%            | \$0             | 0.00%          |
| 444 Power line down                                      | 4          | 1.58%            | \$0             | 0.00%          |
| 445 Arcing, shorted electrical equipment                 | 3          | 1.19%            | \$0             | 0.00%          |
| 480 Attempted burning, illegal action, Other             | 1          | 0.40%            | \$0             | 0.00%          |
|                                                          | <b>17</b>  | <b>6.72%</b>     | <b>\$0</b>      | <b>0.00%</b>   |
| <b>5 Service Call</b>                                    |            |                  |                 |                |
| 510 Person in distress, Other                            | 1          | 0.40%            | \$0             | 0.00%          |
| 511 Lock-out                                             | 2          | 0.79%            | \$0             | 0.00%          |
| 520 Water problem, Other                                 | 1          | 0.40%            | \$0             | 0.00%          |
| 522 Water or steam leak                                  | 1          | 0.40%            | \$0             | 0.00%          |
| 531 Smoke or odor removal                                | 1          | 0.40%            | \$0             | 0.00%          |
| 550 Public service assistance, Other                     | 3          | 1.19%            | \$0             | 0.00%          |
| 5501 Public Education                                    | 2          | 0.79%            | \$0             | 0.00%          |
| 551 Assist police or other governmental agency           | 1          | 0.40%            | \$0             | 0.00%          |
| 552 Police matter                                        | 1          | 0.40%            | \$0             | 0.00%          |
| 553 Public service                                       | 4          | 1.58%            | \$0             | 0.00%          |

# CORINTHLAKE

## Incident Type Report (Department Summary)

04/01/2020 - 04/30/2020

All Applicable Records

| Incident Type                                          | Count     | Pct of Incidents | Total Est Loss | Pct of Losses |
|--------------------------------------------------------|-----------|------------------|----------------|---------------|
| <b>5 Service Call</b>                                  |           |                  |                |               |
| 554 Assist invalid                                     | 2         | 0.79%            | \$0            | 0.00%         |
| 561 Unauthorized burning                               | 2         | 0.79%            | \$0            | 0.00%         |
| 571 Cover assignment, standby, moveup                  | 3         | 1.19%            | \$0            | 0.00%         |
|                                                        | <b>24</b> | <b>9.49%</b>     | <b>\$0</b>     | <b>0.00%</b>  |
| <b>6 Good Intent Call</b>                              |           |                  |                |               |
| 611 Dispatched & cancelled en route                    | 12        | 4.74%            | \$0            | 0.00%         |
| 622 No Incident found on arrival at dispatch address   | 2         | 0.79%            | \$0            | 0.00%         |
| 653 Smoke from barbecue, tar kettle                    | 1         | 0.40%            | \$0            | 0.00%         |
|                                                        | <b>15</b> | <b>5.93%</b>     | <b>\$0</b>     | <b>0.00%</b>  |
| <b>7 False Alarm &amp; False Call</b>                  |           |                  |                |               |
| 700 False alarm or false call, Other                   | 2         | 0.79%            | \$0            | 0.00%         |
| 730 System malfunction, Other                          | 1         | 0.40%            | \$0            | 0.00%         |
| 733 Smoke detector activation due to malfunction       | 3         | 1.19%            | \$0            | 0.00%         |
| 735 Alarm system sounded due to malfunction            | 2         | 0.79%            | \$0            | 0.00%         |
| 740 Unintentional transmission of alarm, Other         | 1         | 0.40%            | \$0            | 0.00%         |
| 743 Smoke detector activation, no fire - unintentional | 1         | 0.40%            | \$0            | 0.00%         |
| 745 Alarm system activation, no fire - unintentional   | 3         | 1.19%            | \$0            | 0.00%         |
|                                                        | <b>13</b> | <b>5.14%</b>     | <b>\$0</b>     | <b>0.00%</b>  |

Total Incident Count: 253

Total Est Loss:

\$36,500

## CORINTHLAKE

### Aid Responses by Department (All Cities)

04/01/2020 - 04/30/2020

| Type of Aid                       | Count |
|-----------------------------------|-------|
| <b>Denton Fire Department</b>     |       |
| Mutual aid received               | 1     |
| Mutual aid given                  | 2     |
| Automatic aid given               | 1     |
|                                   | <hr/> |
|                                   | 4     |
| <b>Little Elm Fire Department</b> |       |
| Mutual aid received               | 1     |
| Mutual aid given                  | 4     |
| Automatic aid given               | 1     |
|                                   | <hr/> |
|                                   | 6     |
| <b>Lewisville</b>                 |       |
| Mutual aid received               | 1     |
| Mutual aid given                  | 2     |
| Automatic aid given               | 1     |
|                                   | <hr/> |
|                                   | 4     |



# CORINTHLAKE

## Incidents by Township - Summary

04/01/2020 - 04/30/2020

| Township                  | Count | Pct of Incidents |
|---------------------------|-------|------------------|
| Argyle                    | 1     | 0.40 %           |
| Corinth                   | 114   | 45.06 %          |
| Denton County             | 5     | 1.98 %           |
| Denton                    | 3     | 1.19 %           |
| Hickory Creek             | 54    | 21.34 %          |
| Lake Dallas               | 52    | 20.55 %          |
| Lewisville                | 1     | 0.40 %           |
| Little Elm                | 6     | 2.37 %           |
| Shady Shores              | 17    | 6.72 %           |
| <hr/>                     |       |                  |
| Total Incident Count: 253 |       |                  |



# Lake Cities Fire Department

Shady Shores

January - December 31, 2020

| Incident Call Type                                | Jan       | Feb       | Mar       | April    | May      | June     | July     | Aug      | Sept     | Oct      | Nov      | Dec      | Total     |
|---------------------------------------------------|-----------|-----------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| Alarm system activation, no fire - unintentional  |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Alarm system sounded due to malfunction           |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Animal rescue                                     |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Arcing, shorted electrical equipment              |           |           | 2         |          |          |          |          |          |          |          |          |          | 2         |
| Assist Police or other agency                     |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Assist invalid                                    |           | 1         |           |          |          |          |          |          |          |          |          |          | 1         |
| Authorized controlled burning                     | 4         | 3         | 3         |          |          |          |          |          |          |          |          |          | 10        |
| Brush or brush-and-grass mixture fire             |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Building fire                                     |           |           | 1         |          |          |          |          |          |          |          |          |          | 1         |
| Carbon monoxide incident                          |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Carbon Monoxide detector No CO                    |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Citizen complaint                                 |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Chimney Fire Contained to Chimney                 |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Cooking Fire Confined to Container                |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Dispatched & cancelled en route                   | 1         |           |           |          |          |          |          |          |          |          |          |          | 1         |
| Electrical wiring/equipment problem, Other        |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Elevator Rescue                                   |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Emergency medical service, other                  |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| EMS call, excluding vehicle accident with injury  | 5         | 5         | 6         |          |          |          |          |          |          |          |          |          | 16        |
| False alarm or false call, Other                  |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Fire in mobile home used as fixed residence       |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Fire in motor home, camper, RV                    |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| 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          |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Hazardous Condition (No Fire)                     |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Lock-out                                          | 1         |           |           |          |          |          |          |          |          |          |          |          | 1         |
| Motor vehicle accident with injuries              |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Motor Vehicle Accident with no injuries           |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Motor Vehicle/Pedestrian Accident                 |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| No Incident found on arrival at dispatch address  |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Outside trash or waste fire                       |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Outside equipment fire                            |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Outside Storage Fire                              |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Passenger Vehicle Fire                            |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Person in Distress                                |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Police matter                                     |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Power line down                                   |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Public Education                                  | 1         |           |           |          |          |          |          |          |          |          |          |          | 1         |
| Public service                                    |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Rescue or EMS Standby                             |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Rescue, water                                     |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| 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 |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| 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        |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| Water or steam leak                               |           |           |           |          |          |          |          |          |          |          |          |          | 0         |
| <b>Total</b>                                      | <b>12</b> | <b>10</b> | <b>14</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>36</b> |

# CORINTHLAKE

## Incident Type Report (Shady Shores Summary)

03/01/2020 - 03/31/2020

All Applicable Records

| Incident Type                                            | Count     | Pct of Incidents | Total Est Loss         | Pct of Losses  |
|----------------------------------------------------------|-----------|------------------|------------------------|----------------|
| <b>1 Fire</b>                                            |           |                  |                        |                |
| 111 Building fire                                        | 1         | 7.14%            | \$6,000                | 100.00%        |
|                                                          | <b>1</b>  | <b>7.14%</b>     | <b>\$6,000</b>         | <b>100.00%</b> |
| <b>3 Rescue &amp; Emergency Medical Service Incident</b> |           |                  |                        |                |
| 321 EMS call, excluding vehicle accident with injury     | 6         | 42.86%           | \$0                    | 0.00%          |
|                                                          | <b>6</b>  | <b>42.86%</b>    | <b>\$0</b>             | <b>0.00%</b>   |
| <b>4 Hazardous Condition (No Fire)</b>                   |           |                  |                        |                |
| 445 Arcing, shorted electrical equipment                 | 2         | 14.29%           | \$0                    | 0.00%          |
|                                                          | <b>2</b>  | <b>14.29%</b>    | <b>\$0</b>             | <b>0.00%</b>   |
| <b>5 Service Call</b>                                    |           |                  |                        |                |
| 5531 Burn Inspection                                     | 3         | 21.43%           | \$0                    | 0.00%          |
| 561 Unauthorized burning                                 | 1         | 7.14%            | \$0                    | 0.00%          |
|                                                          | <b>4</b>  | <b>28.57%</b>    | <b>\$0</b>             | <b>0.00%</b>   |
| <b>7 False Alarm &amp; False Call</b>                    |           |                  |                        |                |
| 744 Detector activation, no fire - unintentional         | 1         | 7.14%            | \$0                    | 0.00%          |
|                                                          | <b>1</b>  | <b>7.14%</b>     | <b>\$0</b>             | <b>0.00%</b>   |
| <b>Total Incident Count:</b>                             | <b>14</b> |                  | <b>Total Est Loss:</b> | <b>\$6,000</b> |

## CORINTHLAKE

### Aid Responses by Department (All Cities)

03/01/2020 - 03/31/2020

| Type of Aid                             | Count   |
|-----------------------------------------|---------|
| <b>Argyle Fire Department</b>           |         |
| Mutual aid given                        | 2       |
|                                         | <hr/> 2 |
| <b>Denton Fire Department</b>           |         |
| Mutual aid received                     | 2       |
| Automatic aid given                     | 1       |
|                                         | <hr/> 3 |
| <b>Highland Village Fire Department</b> |         |
| Automatic aid received                  | 1       |
|                                         | <hr/> 1 |
| <b>Little Elm Fire Department</b>       |         |
| Mutual aid received                     | 5       |
| Automatic aid received                  | 2       |
| Mutual aid given                        | 1       |
|                                         | <hr/> 8 |
| <b>Lewisville</b>                       |         |
| Mutual aid received                     | 5       |
| Automatic aid received                  | 2       |
| Mutual aid given                        | 1       |
|                                         | <hr/> 8 |

# CORINTHLAKE

## Incident Type Report (Department Summary)

03/01/2020 - 03/31/2020

All Applicable Records

| Incident Type                                            | Count      | Pct of Incidents | Total Est Loss   | Pct of Losses  |
|----------------------------------------------------------|------------|------------------|------------------|----------------|
| <b>1 Fire</b>                                            |            |                  |                  |                |
| 111 Building fire                                        | 2          | 0.73%            | \$106,000        | 92.17%         |
| 113 Cooking fire, confined to container                  | 1          | 0.37%            | \$0              | 0.00%          |
| 131 Passenger vehicle fire                               | 2          | 0.73%            | \$9,000          | 7.82%          |
| 154 Dumpster or other outside trash receptacle fire      | 1          | 0.37%            | \$0              | 0.00%          |
|                                                          | <b>6</b>   | <b>2.20%</b>     | <b>\$115,000</b> | <b>100.00%</b> |
| <b>3 Rescue &amp; Emergency Medical Service Incident</b> |            |                  |                  |                |
| 321 EMS call, excluding vehicle accident with injuries   | 154        | 56.41%           | \$0              | 0.00%          |
| 322 Motor vehicle accident with injuries                 | 12         | 4.40%            | \$0              | 0.00%          |
| 324 Motor Vehicle Accident with no injuries              | 22         | 8.06%            | \$0              | 0.00%          |
|                                                          | <b>188</b> | <b>68.86%</b>    | <b>\$0</b>       | <b>0.00%</b>   |
| <b>4 Hazardous Condition (No Fire)</b>                   |            |                  |                  |                |
| 411 Gasoline or other flammable liquid spill             | 1          | 0.37%            | \$0              | 0.00%          |
| 413 Oil or other combustible liquid spill                | 1          | 0.37%            | \$0              | 0.00%          |
| 422 Chemical spill or leak                               | 1          | 0.37%            | \$0              | 0.00%          |
| 424 Carbon monoxide incident                             | 1          | 0.37%            | \$0              | 0.00%          |
| 441 Heat from short circuit (wiring), defective/worn     | 1          | 0.37%            | \$0              | 0.00%          |
| 445 Arcing, shorted electrical equipment                 | 4          | 1.47%            | \$0              | 0.00%          |
|                                                          | <b>9</b>   | <b>3.30%</b>     | <b>\$0</b>       | <b>0.00%</b>   |
| <b>5 Service Call</b>                                    |            |                  |                  |                |
| 510 Person in distress, Other                            | 2          | 0.73%            | \$0              | 0.00%          |
| 511 Lock-out                                             | 6          | 2.20%            | \$0              | 0.00%          |
| 520 Water problem, Other                                 | 1          | 0.37%            | \$0              | 0.00%          |
| 522 Water or steam leak                                  | 3          | 1.10%            | \$0              | 0.00%          |
| 531 Smoke or odor removal                                | 1          | 0.37%            | \$0              | 0.00%          |
| 550 Public service assistance, Other                     | 2          | 0.73%            | \$0              | 0.00%          |
| 5501 Public Education                                    | 1          | 0.37%            | \$0              | 0.00%          |
| 552 Police matter                                        | 1          | 0.37%            | \$0              | 0.00%          |
| 553 Public service                                       | 2          | 0.73%            | \$0              | 0.00%          |
| 5531 Burn Inspection                                     | 4          | 1.47%            | \$0              | 0.00%          |
| 554 Assist invalid                                       | 3          | 1.10%            | \$0              | 0.00%          |
| 561 Unauthorized burning                                 | 2          | 0.73%            | \$0              | 0.00%          |
| 571 Cover assignment, standby, moveup                    | 1          | 0.37%            | \$0              | 0.00%          |
|                                                          | <b>29</b>  | <b>10.62%</b>    | <b>\$0</b>       | <b>0.00%</b>   |

# CORINTHLAKE

## Incident Type Report (Department Summary)

03/01/2020 - 03/31/2020

All Applicable Records

| Incident Type                                          | Count     | Pct of Incidents | Total Est Loss | Pct of Losses |
|--------------------------------------------------------|-----------|------------------|----------------|---------------|
| <b>6 Good Intent Call</b>                              |           |                  |                |               |
| 600 Good intent call, Other                            | 1         | 0.37%            | \$0            | 0.00%         |
| 611 Dispatched & cancelled en route                    | 14        | 5.13%            | \$0            | 0.00%         |
| 622 No Incident found on arrival at dispatch address   | 5         | 1.83%            | \$0            | 0.00%         |
| 631 Authorized controlled burning                      | 1         | 0.37%            | \$0            | 0.00%         |
| 651 Smoke scare, odor of smoke                         | 1         | 0.37%            | \$0            | 0.00%         |
| 653 Smoke from barbecue, tar kettle                    | 1         | 0.37%            | \$0            | 0.00%         |
| 671 HazMat release investigation w/no HazMat           | 1         | 0.37%            | \$0            | 0.00%         |
|                                                        | <b>24</b> | <b>8.79%</b>     | <b>\$0</b>     | <b>0.00%</b>  |
| <b>7 False Alarm &amp; False Call</b>                  |           |                  |                |               |
| 700 False alarm or false call, Other                   | 4         | 1.47%            | \$0            | 0.00%         |
| 733 Smoke detector activation due to malfunction       | 1         | 0.37%            | \$0            | 0.00%         |
| 735 Alarm system sounded due to malfunction            | 2         | 0.73%            | \$0            | 0.00%         |
| 740 Unintentional transmission of alarm, Other         | 2         | 0.73%            | \$0            | 0.00%         |
| 743 Smoke detector activation, no fire - unintentional | 1         | 0.37%            | \$0            | 0.00%         |
| 744 Detector activation, no fire - unintentional       | 2         | 0.73%            | \$0            | 0.00%         |
| 745 Alarm system activation, no fire - unintentional   | 3         | 1.10%            | \$0            | 0.00%         |
| 746 Carbon monoxide detector activation, no CO         | 2         | 0.73%            | \$0            | 0.00%         |
|                                                        | <b>17</b> | <b>6.23%</b>     | <b>\$0</b>     | <b>0.00%</b>  |

Total Incident Count: 273

Total Est Loss:

\$115,000



## AGENDA MEMORANDUM

**DATE:** May 11, 2020  
**TO:** Town Council  
**FROM:** Wendy Withers, Town Administrator  
**SUBJECT:** Staff Report

---

### **BACKGROUND/INFORMATION:**

#### **FACEBOOK FOLLOWERS**

Town of Shady Shores (737)  
Keep Shady Shores Beautiful (126)  
Email Followers (424)  
Page Views (1827)

Town Staff worked in very different ways this month, much of March and April one staff member worked from the office while others worked from home. Meetings were attended through Zoom or other Virtual conferencing systems. During this time, staff issued 33 building permits, inspections were completed and budget and financial software was updated and reviewed.

### **FINANCIAL IMPLICATIONS:**

### **RECOMMENDATION/ACTION DESIRED:**

### **ATTACHMENTS/SUPPORTING DOCUMENTATION:**

None

### **REVIEWED BY:**

# PermitReport

5/4/2020 9:58:37 AM

| Permit #    | Property                    | Permit Type                     | Applied Date | Estimated Value |
|-------------|-----------------------------|---------------------------------|--------------|-----------------|
| 20-00030-01 | 113 Cielo Lane              | Electrical Permit               | 3/2/2020     |                 |
| 20-00031-01 | 230 Comanche Drive          | Electrical Permit               | 3/2/2020     |                 |
| 20-00032-01 | 303 E 7th Street            | New Residence Permit            | 3/4/2020     |                 |
| 20-00033-01 | 104 E BROWN TERRACE Unit 1  | Fence Permit                    | 3/4/2020     |                 |
| 20-00034-01 | 8 Terra Di Lago             | HVAC Permit                     | 3/11/2020    |                 |
| 20-00035-01 | 607 Stonehollow Drive       | Sprinkler Permit                | 3/11/2020    |                 |
| 20-00036-01 | 613 Ambergate Drive         | New Residence Permit            | 3/11/2020    | \$449,950.00    |
| 20-00038-01 | 605 Lyon Crest Drive        | New Residence Permit            | 3/17/2020    | \$550,950.00    |
| 20-00039-01 | 148 S Hidden Valley Airpark | Hanger Permit                   | 3/17/2020    |                 |
| 20-00040-01 | 651 Comanche Circle         | Water Heater Permit             | 3/18/2020    |                 |
| 20-00041-01 | 131 Paradise Cove           | Patio/Gazebo w/slab/electric Pe | 3/18/2020    |                 |
| 20-00042-01 | 909 Lincolnshire Drive      | Fence Permit                    | 3/24/2020    |                 |
| 20-00043-01 | 508 Ambergate Drive         | Electrical Permit               | 3/24/2020    |                 |
| 20-00044-01 | 1011 CAHILL WAY             | HVAC Permit                     | 3/31/2020    |                 |
| 20-00045-01 | 401 PARADISE COVE           | Roof Permit                     | 4/3/2020     |                 |
| 20-00046-01 | 604 Lyon Crest Drive        | New Residence Permit            | 4/3/2020     | \$550,950.00    |
| 20-00047-01 | 612 Stonehollow Drive       | New Residence Permit            | 4/3/2020     | \$519,950.00    |
| 20-00049-01 | 120 PARADISE COVE           | HVAC Permit                     | 4/3/2020     |                 |
| 20-00050-01 | 100 SWISHER ROAD            | HVAC Permit                     | 4/3/2020     |                 |
| 20-00051-01 | 1161 COGBURN COURT          | Water Heater Permit             | 4/8/2020     |                 |
| 20-00052-01 | 303 W 6th                   | Electrical Permit               | 4/8/2020     |                 |
| 20-00053-01 | 1020 CAHILL WAY             | Roof Permit                     | 4/9/2020     |                 |
| 20-00054-01 | 908 Beckington Drive        | New Residence Permit            | 4/17/2020    | \$519,950.00    |
| 20-00055-01 | 110 Mustang Trail           | Flatwork Permit                 | 4/20/2020    |                 |
| 20-00056-01 | 513 Ambergate Drive         | Sprinkler Permit                | 4/24/2020    |                 |
| 20-00057-01 | 608 Ambergate Drive         | Sprinkler Permit                | 4/24/2020    |                 |
| 20-00058-01 | 139 HIDDEN VALLEY AIRPARK   | Fence Permit                    | 4/24/2020    |                 |
| 20-00059-01 | 641 COMANCHE CIRCLE         | Water Heater Permit             | 4/27/2020    |                 |
| 20-00060-01 | 132 CIELO LANE              | Remodel and Addition Permit     | 4/29/2020    |                 |
| 20-00061-01 | 328 S. SHADY SHORES ROAD    | Swimming Pool Permit            | 4/29/2020    |                 |
| 20-00048-01 | 610 PARADISE COVE           | Water Heater Permit             | 4/3/2020     |                 |
| 20-00037-01 | 1121 DURANGO CIRCLE         | Water Heater Permit             | 3/13/2020    |                 |



| Permit Type                         | Count | Permit Amount | Adjusted Amount | Paid Amount |
|-------------------------------------|-------|---------------|-----------------|-------------|
| Electrical Permit                   | 4     | \$600.00      | \$0.00          | \$600.00    |
| New Residence Permit                | 6     | \$22,877.40   | \$835.00        | \$20,570.40 |
| Fence Permit                        | 3     | \$585.00      | (\$40.00)       | \$395.00    |
| HVAC Permit                         | 4     | \$600.00      | \$0.00          | \$600.00    |
| Sprinkler Permit                    | 3     | \$510.00      | \$0.00          | \$170.00    |
| Hanger Permit                       | 1     | \$1,739.50    | (\$75.00)       | \$1,664.50  |
| Water Heater Permit                 | 5     | \$750.00      | \$0.00          | \$750.00    |
| Patio/Gazebo w/slab/electric Permit | 1     | \$625.00      | (\$180.00)      | \$445.00    |
| Roof Permit                         | 2     | \$300.00      | \$0.00          | \$150.00    |
| Flatwork Permit                     | 1     | \$180.00      | \$0.00          | \$180.00    |
| Remodel and Addition Permit         | 1     | \$1,804.50    | (\$255.00)      | \$1,549.50  |
| Swimming Pool Permit                | 1     | \$990.00      | \$0.00          | \$990.00    |
| Totals                              | 32    | \$31,561.40   | \$285.00        | \$28,064.40 |



**SHADY SHORES TOWN COUNCIL  
SPECIAL CALLED SESSION  
MARCH 9, 2020; 6:00 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD  
SHADY SHORES, TX 76208**

**MINUTES**

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

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

**CALL TO ORDER**

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

**REGULAR AGENDA ITEMS:**

1. Zoning Board of Adjustment- Consider and act on approval of an Ordinance updating the provisions applicable to the Zoning Board of Adjustment, and ratifying and approving the Town Council acting as the Zoning Board of Adjustment; and authorizing the Town Council to appoint a non council member Zoning Board of Adjustment in the future as needed.

**ORDINANCE 332-03-2020**

Tom Newell made a motion to approve the Ordinance. Jack Nelson seconded the motion.

Discussion: None

Ayes: Newell, Nelson, Grimes, Nowels

Nays: None

The motion passed unanimously.

**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 for confidential legal advice regarding:

A. Government Code Section 551.071, Consultation regarding the legal issues and liabilities of the Zoning Board of Adjustment.

**ADJOURN EXECUTIVE SESSION**

**RESUME OPEN SESSION**

- 2. ANY ACTION MADE NECESSARY BY EITHER ITEM A. OR B. OF THE EXECUTIVE SESSION; OR  
REGULAR AGENDA ITEM 1.**

**ADJOURN OPEN SESSION**

Passed and approved this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Administrator/Secretary



**SHADY SHORES TOWN COUNCIL  
REGULAR SESSION  
MARCH 9, 2020; 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 |
| Matthew Haines    | Councilmember | Absent  |
| Charles Grimes    | Councilmember | Present |
| Mike Nowels       | Councilmember | Present |

Staff Present: Wendy Withers, Town Administrator; Jim Shepherd, Town Attorney; David Francis, Engineering

**CALL TO ORDER**

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

**ROLL CALL**

Establish a quorum.

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

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

**PROCLAMATIONS, PRESENTATIONS AND AWARDS**

**COUNCILMEMBER/COMMITTEE/STAFF REPORTS:**

**1. Keep Shady Shores Beautiful**

Town Administrator Wendy Withers gave the Keep Shady Shores Beautiful Report.

**2. Animal Control**

Councilmember Charles Grimes gave the animal control report.

**3. Planning and Zoning Commission Report**

Rebecca Morgan gave the Planning and Zoning Commission report.

**4. Code Enforcement**

Councilmember Charles Grimes gave the Code Enforcement Re

## 5. Police Department

Chief Garner gave a report outlining the year end statistics. Chief Garner reported that despite the huge competition among departments to find qualified officers two officers would be added to the force. Anti-police rhetoric has made it difficult to find good people willing to serve. Despite these issues, Chief Garner reported that the Corinth Police Department's hiring standards would not be lowered.

Councilmember Jack Nelson thanked Chief Garner and all the officers for their service. all the officers and thank you for the service.

## 6. Fire Department

Mayor Pro Tem Tom Newell gave the Fire Department Report. Mayor Pro Tem Newell reported that he, Wendy Withers and Mayor Aughinbaugh had attended the annual awards banquet, each City was given a challenge coin commemorating 60 years of service for the Lake Cities Fire Department in this area.

## 7. Staff Report

Town Administrator Wendy Withers gave the staff report.

## 8. Roads, Drainage, Capital Improvements

Councilmember Mike Nowels gave an update regarding the S. Shady Shores Road project.

## 9. 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.

Tom Newell made a motion to approve the items on the consent agenda as presented. Charles Grimes seconded the motion.

Discussion: None

Ayes: Newell, Grimes, Nelson, Nowels

Nays: None

The motion passed unanimously

## 10. Consider and act on an Ordinance Canceling the May 2, 2020 General Election of City Officials

## 11. Minutes- Consider and act on approve of the minutes of the January 13, 2020 Town Council meeting.

### **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.

There was no one signed up to speak.

### **REGULAR AGENDA ITEMS**

## 12. Preliminary Budget Worksession- Conduct a worksession relative to the 2021 FY Budget. Appoint two (2) Council Members to serve on the Budget Committee.

Preliminary Worksession regarding the 2020/21 Fiscal Year Bud

- Tom Newell and Jack Nelson will serve on the budget committee
- Fire Contract
- Police Contract
- Roads
- W. Shady Shores Road
- Priorities List Road Repairs
- Building Maintenance
- Sound System

13. Public Hearing- Conduct a public hearing relative to a request for a replat for the property known as 605 Franck's Circle.

- A) Open Public Hearing
- B) Applicant
- C) Those in Favor
- D) Those Opposed
- E) Rebuttal
- F) Close Public Hearing

Mayor Aughinbaugh, A) Open the Public Hearing at 7:18 pm

Town Attorney Jim Shepherd, stated that the purpose of this meeting was to ensure that the proper process was followed. Brian Burke, the applicant's engineer was present and prepared to discuss the plans that he had prepared for the property. David Francis with Binkley and Barfield stated that he felt the criteria as required by the ordinance had been met.

A) Brian Burke, Burke Engineering, thanked Mr. Francis for describing the overall project and stated that the Town of Shady Shores had hydrology and standards that are top notch. Mr. Burke acknowledged that there are challenges with unknowns when you go off-site. The soil in this area is unusually porous and sandy, the terrain included terraces that don't look like agricultural terraces. Preparing offsite calculations could be a very complex situation, there was no way to determine the future of how the water will flow, the overall effect appears that it will work. There could be some flexibility in the rock wall it could be higher, Mr. Burke stated that he believed overall this was a good plan.

B) Tracy Norwood not a developer by trade, would like to move back to Shady Shores, to do that we need to sell a few lots. Mr. Norwood stated that he understood that some of the neighbors did not want growth in the area but that he had hired an excellent engineer to address the drainage issues. I

Debra Presley was signed up to speak but declined to speak.

C) No one spoke in favor of the request.

D) Those opposed to the request

Richard Cox 631 Franks Circle provided aerial photos of the property, One single pipe could be run through there and not affect anyone's property at all. Mr. Cox stated that he was hopeful the City would determine a long term fix as his family had been dealing with this issue for over 40 (forty) years.

Cory Cox 629 Franks Circle, read a statement, and asked that the proposed development and drainage plan be denied, as it does not take into account the current damage that is being caused by the drainage. M

Mr. Cox requested that the Town Council uphold the decision made by the Planning and Zoning Commission.

Brian Burke, Burke Engineering, stated that there are a lot of standards, and that none of the considerations had been dismissed, a lot of work has been put into this, and He was not able to initiate that off-site work.

Mayor Aughinbaugh closed the public hearing at 7:53 pm.

14. Action Regarding Public Hearing (605 Franck's Circle) - Consider and act on approval of a replat of the property known as 605 Franck's Circle.

Jack Nelson made a motion to approve the replat request. Tom Newell seconded the motion.

Discussion: Charles Grimes, it would be nice if the property owners could work together. While he realized that it was not the Town of Shady Shores Responsibility, he hoped they could work things out.

Ayes: Nelson, Grimes, Newell, Nowels

Nays: None

The motion passed unanimously.

15. Discussion of Contract for Fire Services- conduct a worksession relative to the upcoming contract renewal for Fire Services with the Lake Cities Fire Department. Consider and take appropriate action. Provide Staff Direction.

Tom Spencer signed up to speak but left the meeting before speaking.

Mayor Aughinbaugh gave an overview of the Lake Cities Joint Meeting. The large increase in the Fire Department Contract was due to the full staffing of Station 3

Mayor Aughinbaugh stated that the Town Managers had been asked for request additional information for considerations.

Rebecca Morgan 120 Garza Lane stated that her issues was that Shady Shores percentage is going up and Corinth is going down.

There was no action taken on this agenda item

#### **EXECUTIVE SESSION:**

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

16.

A. Government Code Section 551.071, Consultation with attorney regarding confidential legal advice regarding litigation of Shady Shores v. Sarah Swanson, pending on appeal in the Court of Appeals for the Second District of Texas on Remand from the Supreme Court of Texas. No. 18-0413, including mediation ordered by court.

B. Government Code Section 551.071, Consultation with attorney regarding confidential legal advice regarding legal issues relevant to item 15, the replat of 605 Francks Circle.

Tom Newell made a motion to adjourn to executive session. Jack Nelson seconded the motion. The motion passed unanimously, and the council adjourned into executive session at 7:53 pm.

Tom Newell made a motion to reconvene into open session. Jack Nelson seconded the motion. The motion passed unanimously, and the council reconvened into Open Session at 8:25 pm  
There was no action taken as a result of Executive Session.

Charles Grimes made a motion to enter Executive Session. Tom Newell seconded the motion. The motion passed unanimously, and the council adjourned into Executive session at 9:13 pm.

Charles Grimes made a motion to reconvene into Open Session. Tom Newell seconded the motion. The motion passed unanimously, and the council reconvened into Open Session at 9:15 pm.  
There was no action taken as a result of Executive Session.

Charles Grimes made a motion to adjourn to Executive Session. Tom Newell seconded the motion. The motion passed unanimously, and the council adjourned to Executive Session at 9:41 pm.

Charles Grimes made a motion to reconvene into Open Session. Tom Newell seconded the motion. The motion passed unanimously and the council reconvened into Open session at 9:49 pm.

Charles Grimes made a motion that the Town of Shady Shores would accept the offer of Court mediation and Mayor Aughinbaugh would have discretion to expend funds to settle the case. In her absence Charles Grimes would have discretion. Tom Newell seconded the motion.

Discussion: None

Ayes: Grimes, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously

**FUTURE AGENDA ITEMS AND STAFF DIRECTION**

**ADJOURN**

Charles Grimes made a motion to adjourn. Jack Nelson seconded the motion. The meeting was adjourned at 9:51 pm.

PASSED AND APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Administrator/Secretary





**SHADY SHORES TOWN COUNCIL  
REGULAR SESSION  
APRIL 28, 2020; 7:30 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD  
SHADY SHORES, TX 76208**

**MINUTES**

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

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

In response to the coronavirus pandemic, effective March 16, 2020, Texas Governor Abbott suspended certain Open Meeting rules to allow meetings of government bodies that are accessible to the public to decrease large groups of people from assembling. The suspension temporarily removes the requirement that government officials and members of the public be physically present at a meeting location. The meeting was held via Zoom Teleconference Meeting ID **835-1484-9996**.

**CALL TO ORDER**

Mayor Aughinbaugh called the meeting to order at 7:30 pm.

**ROLL CALL**

Establish a quorum.

Mayor Aughinbaugh called the roll and a quorum was established for the record.  
Jack Nelson joined the meeting at 7:40.

**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.)**

**COUNCILMEMBER/COMMITTEE/STAFF REPORTS:**

**1. COVID-19 UPDATE**

Mayor Aughinbaugh updated the Town Council about the Town's COVID-19 procedures, including staff workload, hours of operation and the town's current financial position. There was no action taken on this agenda item.

**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  
1 TC Minutes 04.28.2020

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.

There was no one signed up to speak. Mayor Aughinbaugh asked those who wished to speak raise their hand using the feature on the call. Instructions were given as to how to use the feature.

### **REGULAR AGENDA ITEMS**

2. W. Shady Shores Road Repairs-Consider and act on approval of a resolution approving the Shady Shores portion of the project as proposed in Exhibit A, attached hereto; b. Reynolds Asphalt & Construction Company as the contractor for the project, at the prices stated in the Exhibit B, attached, authorizing the Mayor to execute any documents needed to accomplish the project, and to expend city funds as necessary to do so.

Mike Nowels made a motion to approve the resolution and the additional funds necessary to complete the full project. Tom Newell seconded the motion.

Discussion: None

Ayes: Nowels (Aye), Grimes (Aye), Haines (Aye), Nelson (Aye), Newell (Aye)

Nays: None

The motion passed unanimously and the vote was taken by roll call.

3. Resolution Amending the Town of Shady Shores Financial Policy regarding Operating Expense Reserves

Jack Nelson made a motion to approve the resolution. Tom Newell seconded the motion.

Discussion: Councilmember Mike Nowels asked if we passing a resolution made a difference on how we would vote to move the money if needed.

Ayes: Grimes (Aye), Haines (Aye), Nelson (Aye), Newell (Aye), Nowels (Aye)

Nays: None

The motion passed unanimously, and the vote was taken by roll call.

### **FUTURE AGENDA ITEMS AND STAFF DIRECTION**

### **ADJOURN**

Charles Grimes made a motion to adjourn. Matthew Haines seconded the motion.

Ayes: Grimes (Aye) Haines (Aye), Nelson (Aye), Newell (Aye), Nowels (Aye)

Nays: None

The meeting was adjourned at 7:54 pm.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Administrator



## AGENDA MEMORANDUM

**DATE:** May 11, 2020  
**TO:** Town Council  
**FROM:** Wendy Withers, Town Administrator  
**SUBJECT:** **DENCO 911- Consider and act on approval of nominating an individual to serve on the Denco 911 Board.**

---

### **BACKGROUND/INFORMATION:**

Each year the Town of Shady Shores is asked to nominate an individual to be considered for a position on the Denco 9-1-1 Board. The deadline for council to nominate an individual is May 31, 2020. After nominations are received the Council will be given the opportunity to cast a vote for a member of their choosing.

Jim Carter (currently serving on the board) has submitted a resume for your review. The Town of Hickory Creek has nominated Jim Carter. Lake Dallas and Corinth have not chosen a nominee to date.

### **FINANCIAL IMPLICATIONS:**

None

### **RECOMMENDATION/ACTION DESIRED:**

Council may choose to nominate Jim Carter or select another individual to serve.

### **ATTACHMENTS/SUPPORTING DOCUMENTATION:**

1. Nomination Letter 2020
2. Resolution for Nomination of a Candidate 2020
3. 2020.01.30.AI.06 Resolution Defining Procedure for Appointment of Participating Municipalities' Representative to the District Board of Managers
4. Resume Jim Carter 2020

### **REVIEWED BY:**



# Denco Area 9-1-1 District

1075 Princeton Street ▪ Lewisville, TX 75067

Phone: 972-221-0911 ▪ Fax: 972-420-0709 ▪ Denco.ORG

TO: Denco Area 9-1-1 District Participating Municipal Jurisdictions

FROM: Gregory S. Ballentine, Executive Director

DATE: March 31, 2020

RE: Nomination for the Denco Area 9-1-1 District Board of Managers

Chapter 772, Texas Health and Safety Code, provides for the Denco Area 9-1-1 District Board of Managers to have “two members appointed jointly by all the participating municipalities located in whole or part of the district.” The enclosed resolution describes the appointment process of a municipal representative.

Each year on September 30<sup>th</sup>, the term of one of the two members appointed by participating municipalities expires. This year it is the term of Jim Carter. Members are eligible for consecutive terms and Mr. Carter has expressed his desire to serve another term.

Denco requests the following actions by the governing bodies of each of the 32 municipalities in the district:

1. **Immediate Action (Nominate):** If your city/town would like to nominate a candidate to represent the municipalities on the Denco Board of Managers, please send a letter of nomination, by way of council action, and résumé of the candidate to the Denco Area 9-1-1 District office. Nominees are historically current or formal elected officials in the district; however, there are no official prerequisites. **For a nomination to be considered, written notification of council action must reach the Denco Area 9-1-1 District by 5:00 p.m. May 31, 2020.** No nominations shall be considered after that time.
2. **Future Action (Vote):** On June 1, 2020, Denco staff will send the slate of nominees to each city/town for consideration, requesting the city/town council vote by resolution for one of the nominees. **Written notice of the council’s selection must reach the Denco Area 9-1-1 District by 5:00 p.m. on July 31, 2020.** No votes will be accepted after that time. However, if a nominating municipality does not thereafter formally vote, its nomination will automatically count as a vote for its nominee.
3. **Process Closure (Results):** The candidate with the most votes will be the municipalities’ representative to the Denco Area 9-1-1 District Board of Managers for the two-year term beginning October 1, 2020.

Please send a copy of your council’s official action and candidate résumé to the Denco Area 9-1-1 District, **1075 Princeton Street, Lewisville, TX 75067** or to Melinda Camp at [melinda.camp@denco.org](mailto:melinda.camp@denco.org). Denco staff will acknowledge receipt and sufficiency of the submitted documents. **If that acknowledgement is not received within one (1) business day, or you have any other questions, please contact Ms. Camp at 972-221-0911.** As a courtesy, Denco will provide notification of your council’s action to the nominee.

A sample nomination resolution has been enclosed for your convenience. Thank you for your support of the Denco Area 9-1-1 District.

Enclosures

Council Resolution No. \_\_\_\_\_

**A RESOLUTION NOMINATING ONE CANDIDATE TO A SLATE OF NOMINEES FOR THE BOARD OF MANAGERS OF THE Denco AREA 9-1-1 DISTRICT.**

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

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY / TOWN OF**

\_\_\_\_\_, TEXAS:

**Section 1**

The City / Town of \_\_\_\_\_ hereby

**NOMINATES** \_\_\_\_\_ as a candidate for

appointment to the Board of Managers of the Denco Area 9-1-1 District.

**Section 2**

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

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Mayor \_\_\_\_\_

City / Town of \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
City / Town Secretary

\_\_\_\_\_  
City / Town Attorney

**DENCO AREA 9-1-1 DISTRICT**

**RESOLUTION**

**DEFINING PROCEDURE FOR APPOINTMENT OF PARTICIPATING  
MUNICIPALITIES' REPRESENTATIVE TO THE DISTRICT BOARD OF MANAGERS**

**WHEREAS**, this resolution shall take the place of Resolution 1999.02.04.R01 by the same title; and

**WHEREAS**, Chapter 772, Texas Health and Safety Code provides for the Denco Area 9-1-1 District Board of Managers to have "two members appointed jointly by all the participating municipalities located in whole or part of the district."; and

**WHEREAS**, each member serves a term of two years beginning on October 1<sup>st</sup> of the year member is appointed; and

**WHEREAS**, one member representing participating municipalities is appointed each year.

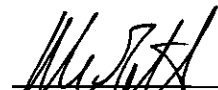
**NOW, THEREFORE BE IT RESOLVED BY THE DENCO AREA 9-1-1 DISTRICT BOARD OF MANAGERS:**

The procedure for participating municipalities to appoint a representative to the Denco Area 9-1-1 District Board of Managers shall be the following:

1. **Nominate Candidate:** Prior to April 1<sup>st</sup> of each year, the executive director shall send a written notice to the mayor of each participating municipality advising that nominations are being accepted until May 31<sup>st</sup> of that same year, for one of the municipal representatives to the Denco Area 9-1-1 District Board of Managers. The notice shall advise the mayors that for a nomination to be considered, written notification of council action must be received at the Denco office prior to 5:00 p.m. on May 31<sup>st</sup> of that year. No nominations shall be considered after that time.
2. **Vote for Candidate:** On June 1<sup>st</sup> of each year, the executive director shall send written notice to the mayor of each participating municipality, providing the slate of nominees to be considered for appointment to the Denco Area 9-1-1 District Board of Managers for the term beginning October 1<sup>st</sup>. The notice shall advise the mayor that the city/town council shall vote, by resolution from such city/town, for one of the nominees. Written notice of the council's selection must be received at the district office by 5:00 p.m. on July 31<sup>st</sup>. No votes will be accepted after that time. However, if a nominating municipality does not thereafter formally vote, its nomination will automatically count as a vote for its nominee.
3. **Tally Votes:** The one nominee with the most votes received by the deadline will be the municipal representative appointed for the two-year term beginning October 1<sup>st</sup>.
4. **Tie Breaker:** If there is a tie between two candidates with the most votes, a runoff election will be held immediately with the candidate receiving the most votes serving the remainder of the term. The incumbent representative shall serve in that position until replaced.

**APPROVED and ADOPTED on this 30<sup>th</sup> day of January 2020.**

  
Chairman of the Board

  
Secretary of the Board

**JIM CARTER**

6101 Long Prairie Road  
Ste 744-110  
Flower Mound, Texas 75028

(817) 239-7791  
[jim.carter1@icloud.com](mailto:jim.carter1@icloud.com)

**EDUCATION**

---

|                 |                                                                                                                          |
|-----------------|--------------------------------------------------------------------------------------------------------------------------|
| College Degree: | University of Georgia, B.B.A. Finance                                                                                    |
| Post Graduate:  | Georgia Tech, University of Tennessee, University of Michigan, Texas Women's University, American Management Association |

**PROFESSIONAL EXPERIENCE**

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|                          |                                                                                                                            |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------|
| Department Head, Finance | General Motors Corporation                                                                                                 |
| Zone Vice-President      | Frito-Lay, Inc., International and Domestic Development                                                                    |
| President, C.E.O.        | Mercantile Corporation<br>Responsible for 3 Banks, developed 2,000 prime commercial acres in Fort Worth adjacent to I-35W, |
| Current: Principal       | James P. Carter & Associates – Consultant & Mediator<br>To business and governmental entities                              |
| Professional Licenses    | Texas Real Estate License, Certified Mediator                                                                              |

**PUBLIC SERVICE EXPERIENCE**

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|                                      |                                                                                                                                                                                                                                                                                         |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mayor                                | Trophy Club, Texas – 14 years                                                                                                                                                                                                                                                           |
| Municipal Court Judge                | Trophy Club, Texas – 12 years                                                                                                                                                                                                                                                           |
| Emergency Manager                    | Trophy Club, Texas – 14 years                                                                                                                                                                                                                                                           |
| County Commissioner                  | Denton County, Texas – 8 years                                                                                                                                                                                                                                                          |
| Vice President                       | Texas Association of Counties                                                                                                                                                                                                                                                           |
| President-Current                    | Denton County Emergency Services District #1<br>Fire and Emergency Medical over 65 square miles<br>Serving 5 municipalities: (Argyle, Bartonville, Copper Canyon, Draper, and Northlake);<br>Lantana Freshwater Supply Districts #6 and #7<br>and unincorporated areas of Denton County |
| Texas State Board Member-<br>Current | State Association Fire and Emergency Service Districts –<br>Trains Emergency Services District Commissioners                                                                                                                                                                            |

|                                |                                                                                                                                 |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Board Member Denco 911-Current | Emergency telecommunications system that assists its member jurisdictions in managing police, fire and medical emergency calls. |
| Mission Leader – Guatemala     | Constructed purified water system in remote villages, shared the “Good News” of Jesus’s love.                                   |
| Team Leader                    | Provide housing and food to victims of Hurricane Katrina.                                                                       |
| Team Leader                    | Made several trips to Sabine Pass to aid victims of Hurricane Rita.                                                             |

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## COMMUNITY AND CHARITY SERVICES

|                                   |                                                                                |
|-----------------------------------|--------------------------------------------------------------------------------|
| Baylor Healthcare System          | Trustee – 10 Years                                                             |
| University of North Texas         | President’s Council                                                            |
| Texas Student Housing Corp        | Chairman – 20 Years, providing Residential Scholarships at UNT, A&M, UT Austin |
| Boy Scouts of America             | Longhorn Council, District Chairman                                            |
| First Baptist Church, Trophy Club | Chairman, Stewardship Committee and Senior Bible Teacher                       |

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## US MILITARY

|         |                                       |
|---------|---------------------------------------|
| US Navy | 11 years – active and reserve service |
|---------|---------------------------------------|

**Honors: Who’s Who in the South and Southwest, Who’s Who in U.S. Executives, Honorary Fire Chief Argyle Fire District**





## AGENDA MEMORANDUM

**DATE:** May 11, 2020  
**TO:** Town Council  
**FROM:** Wendy Withers, Town Administrator  
**SUBJECT:** **Stormwater Drainage Fees Discussion- Conduct a worksession relative to establishment of a stormwater drainage fee area. Consider and take appropriate action. Provide staff direction.**

---

**BACKGROUND/INFORMATION:**

Conduct a worksession relative to establishing a stormwater district that would enable the collection of fees for future development.

**FINANCIAL IMPLICATIONS:**

**RECOMMENDATION/ACTION DESIRED:**

**ATTACHMENTS/SUPPORTING DOCUMENTATION:**

1. Storm Water utility Rate-2012 Council Retreat
2. STORMWATERUtility\_public hearing\_2017

**REVIEWED BY:**



# STORM WATER UTILITY RATE

2012 Council Retreat



# Storm Water/ Drainage Requirements

The City of Lewisville has a responsibility

- to provide transportation systems for storm water
- to provide water quality protection
- to reduce pollutant discharge to the maximum extent possible
- and to satisfy water quality requirements of the Clean Water Act including the NPDES (National Pollutant Discharge Elimination System) permit.



# Storm Water / Drainage

- Prior to development of properties, storm water is handled naturally.
- With development comes the need to manage storm water.
- Impervious surface (concrete, asphalt, buildings, etc.) increases runoff from properties.
- Significant capital cost exposure over time.



# Conventional Funding Methodology:

## COGO Bond Issuance

**I&S Rate Effect for GO Bond Issue-Drainage CIP:**      \$      14,495,000

|               | Current TAV |               | Annual Debt Payments |           | I&S Rate Needed for Debt Payments |         | Current I&S Rate | New I&S Rate |
|---------------|-------------|---------------|----------------------|-----------|-----------------------------------|---------|------------------|--------------|
| 16 Year Amort | \$          | 6,271,233,185 | \$                   | 1,206,000 | \$                                | 0.01923 | \$ 0.11732       | \$ 0.13655   |
| 20 Year Amort | \$          | 6,271,233,185 | \$                   | 1,063,000 | \$                                | 0.01695 | \$ 0.11732       | \$ 0.13427   |
| 25 Year Amort | \$          | 6,271,233,185 | \$                   | 970,000   | \$                                | 0.01547 | \$ 0.11732       | \$ 0.13279   |



# Pros and Cons of C O /G O Bond Issuance

## **PROS:**

- ❑ No new fee to add to water customers.
- ❑ Amount shared by property owners.
- ❑ Will still have property rate comparable or less than surrounding cities.
- ❑ No additional operating cost.

## **CONS:**

- ❑ Property tax increase.
- ❑ Not measurable to impervious surface.

Election required for General Obligation bonds.



# Texas Local Government Code

## Subchapter C. Municipal Drainage Utility Systems

- Allows a City to declare, after a public hearing, that the drainage utility system is a “public utility” (552.042)
- Prescribes basis on which a municipal drainage utility system may be funded and how fees may be assessed, levied and collected (fees may only be set after a second public hearing)



# Texas Local Government Code

## Subchapter C. Municipal Drainage Utility System

### ☐ Drainage Charges

- ☐ May charge a lot or tract of benefitted property on any basis other than the value of the property but must be directly related to drainage and must be nondiscriminatory, equitable and reasonable
- ☐ Must be based on an inventory of the lots and tracts
- ☐ May consider land use, size, number of water meters and topography
- ☐ May bill drainage charges with other public utility billings; failure to pay may subject user to discontinuance of any utility service provided by the City
- ☐ May issue drainage revenue bonds



# Texas Local Government Code

## Subchapter C. Municipal Drainage Utility System

- ❑ Exempt – State owned property and any institutions of higher learning
- ❑ Possible Exemptions Allowed by Law
  - ❑ County/City/School District
  - ❑ Property in natural state
  - ❑ Subdivided lot until a structure has been built on it and CO has been issued
  - ❑ Religious organizations



# Data Limitations

- ❑ No database has impervious surface calculations already complete
- ❑ Denton/Dallas Appraisal district database contains living square footage (multiple stories) and land square footage
- ❑ Fire Inspection Database has building square footage only
- ❑ Address matching between databases problematic
- ❑ Utility Billing database is based on number of meters, Fire Inspection database is based on business occupants so differing number of commercial accounts
- ❑ COG is currently developing a GIS data layer for impervious surface.



# Current Storm Water/Drainage Practices

- ❑ The City annually maintains drainage and right-of-way areas by providing manpower and materials for routine cleaning and maintenance of roadside ditches, creeks, channels, the storm water collection system, and inlet boxes.
- ❑ The City also provides personnel to implement and manage the City-wide Storm water inspection program.



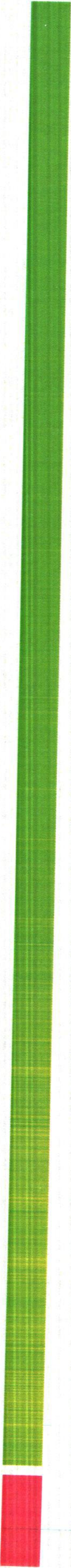
# Storm Water/Drainage Costs



- The 2011-2012 annual operating budget for Storm water and drainage related expenses is \$776,297.
- In addition to annual operating costs, a ten year plan for needed capital drainage improvements amounts to \$1 4,495,000.



# Capital Improvement 10 Year Plan



1. Timber Creek Erosion and Stabilization  
Improvements - \$1.265M

2. Old Orchard Drainage Improvements - \$250K

3. Water Oak Estates – Storm Sewer  
Replacement/Restoration - \$1.725M



# 10 year Plan - Drainage Project Needs

## 4. Railroad Street Drainage Improvements - \$3.255M

- ❑ Concrete lined channel near metro park circle
- ❑ Bennett lane culvert improvements
- ❑ Channel improvements between DCTA Maintenance Facility and Bennett Lane
- ❑ From McKenzie Street to Purnell Street and along Sycamore Street channel improvements
- ❑ Channel improvements east of Mill Street to Sycamore Street
- ❑ High School Drive and Mill Street improvements (channel and culvert crossings)



# 10 Year Plan - Drainage Project Needs

5. Milestone Creek – channel improvements - \$650K
6. Old Town Drainage – Phase III improvements – \$1.5M
7. Timber Creek Channel Dredging East of IH-35E - \$5.5M
8. Timber Creek Acres - \$350K (grant match)



# Overall Funding Needs



|                                           |                 |
|-------------------------------------------|-----------------|
| <b><u>Annual Drainage Budget</u></b>      |                 |
| Operating (GF Drainage/ROW activity)      | \$ 533,233      |
| Operating (Utility Fund activity)         | 243,064         |
|                                           | <hr/>           |
| Total Annual Operating Costs              | \$ 776,297      |
| Capital Improvements                      | \$ 14,495,000   |
| Capital Improvements, assume 10 year span | 10 \$ 1,449,500 |
|                                           | <hr/>           |
| Total Annual Drainage Budget              | \$ 2,225,797    |



# Storm water Utility Fee

- The \$2,225,797 annual need is not currently fully funded.
  - \$533,233 is funded through General Fund operating dollars.
  - \$243,064 is funded through Utility Fund operating dollars.
  - There is no specified funding for the \$1,449,500 annual capital improvement portion.
  - Drainage capital projects have historically been funded using General Obligation debt, or funded using General Fund reserves, neither of which is a recommended funding source for on-going, long term needs.



# Storm Water Utility Fee

- Creating a storm water fee, which could be based on land size, impervious surface, or meter size (all to be discussed within this presentation), would provide a new source of revenue for annual storm water/drainage needs
- Free up \$533,233 in the General Fund operating budget.
- Free up \$243,064 in the Utility Fund budget.
- Avoid need to issue long term debt by creating a “pay as you go” system for drainage improvements.



# Residential Accounts - Survey Cities

| Entity<br>(Survey Cities) | 1st Year of<br>Drainage<br>Fee | Dominant<br>Monthly<br>Rate | Rate Structure | Tier Info                                                                                                                                     |
|---------------------------|--------------------------------|-----------------------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Arlington                 | 1990                           | \$ 4.25                     | Single Tier    |                                                                                                                                               |
| Coppell                   | 2004                           | \$ 1.00                     | Single Tier    |                                                                                                                                               |
| Dallas                    | 1991                           | \$ 5.77                     | Five Tiers     | Lot Area Basis<br><6,000 to >215,000 sq. ft.<br>\$3.65, \$5.77, \$7.77, \$13.87, \$43.87                                                      |
| Denton                    | 2001                           | \$ 5.45                     | Seven Tiers    | Sq Ft Building Basis; Imprv Area built into Rates<br><600 to > 6,000 sq ft.<br>\$50, \$1.00, \$3.35, \$5.45, \$7.60, \$9.75, \$12.00, \$15.50 |
| Flower Mound              | 2002                           | \$ 3.95                     | Three Tiers    | Lot Area Basis<br><1 acre to >5 acres<br>\$3.95, \$3.41, \$2.87                                                                               |
| Frisco                    | 2009                           | \$ 2.00                     | Yes            | Lot Area Basis<br><5,000 to >20,000 parcel sq. ft.<br>\$1.20, \$2.00, \$3.85                                                                  |
| Ft. Worth                 | 2006                           | \$ 5.40                     | Four Tiers     | Living + Garage Capacity Basis<br><1,300 to >3,394 living sq. ft./0-4 garage capacities<br>\$2.70, \$5.40, \$8.10, \$10.80                    |
| Garland                   | 1991                           | \$ 2.88                     | Three Tiers    | Lot Area Basis<br><3,750 to >11,500 sq. ft.<br>\$1.44, \$2.88, \$4.32                                                                         |
| Grand Prairie             | 1993                           | \$ 3.76                     | Three Tiers    | Impervious Area Sq Ft Basis<br><1,000 to >2,500 sq. ft.<br>\$1.50, \$3.76, \$4.35                                                             |
| Grapevine                 | 1997                           | \$4.00                      | Single Tier    | Lot Area Basis<br><5,000 & >5,000 SF<br>\$3.00, \$4.00                                                                                        |
| Irving                    | 1991                           | \$ 4.00                     | Two Tier       |                                                                                                                                               |
| McKinney                  | 2002                           | \$ 2.75                     | Single Tier    |                                                                                                                                               |
| Mesquite                  | 1993                           | \$ 3.00                     | Single Tier    |                                                                                                                                               |
| Plano                     | 1992                           | \$ 3.30                     | Three Tiers    | Lot Area Basis<br><4,750 to >6,450 sq. ft.<br>\$2.25, \$3.30, \$4.25                                                                          |
| Average Rates/Fees:       |                                | \$ 3.68                     |                |                                                                                                                                               |

Survey Cities with no Drainage Fee: Richardson & Carrollton



# Residential Accounts

## BUDGET ALLOCATION RECAP COMMERCIAL & MULTI-FAMILY (EQUITABLE CRITERIA)

| Property Type | Land Sq Ft  | Land % to Total | Imp Sq Ft Based Assumptions | Imp Sq Ft % to Total | Budget Revenue by Type-- Imp SF Assumption | Budget Revenue by Type-- -Parcel % | Budget Revenue by Type-- Parcel %; Debt Pymt 25 Yr instead of CIP PAYGO |
|---------------|-------------|-----------------|-----------------------------|----------------------|--------------------------------------------|------------------------------------|-------------------------------------------------------------------------|
| Residential   | 194,042,764 | 31.72%          | 67,914,967                  | 16.06%               | \$ 357,436                                 | \$ 706,077                         | \$ 553,968                                                              |
| Commercial/MF | 417,646,690 | 68.28%          | 354,999,687                 | 83.94%               | \$ 1,868,361                               | \$ 1,519,720                       | \$ 1,192,329                                                            |
|               | 611,689,454 | 100.00%         | 422,914,654                 | 100.00%              | \$ 2,225,797                               | \$ 2,225,797                       | \$ 1,746,297                                                            |

## RESIDENTIAL CALCULATION--BILL THRU STW WATER BILLS--ONLY OPTION

| # Residential Prop | Residential Budget based on Imp SF Assumptions | Fee Calculation per Month |         | Residential Budget based on Parcel % |    | Fee Calculation per Month |      | Budget Revenue by Type-- -Parcel %; Debt Pymt 25 Yr instead of CIP PAYGO | Fee Calculation per Month |
|--------------------|------------------------------------------------|---------------------------|---------|--------------------------------------|----|---------------------------|------|--------------------------------------------------------------------------|---------------------------|
|                    |                                                |                           |         |                                      |    |                           |      |                                                                          |                           |
| Residential        | 19,092                                         | \$                        | 357,436 | 1.56                                 | \$ | 706,077                   | 3.08 | \$                                                                       | 553,968                   |
|                    |                                                |                           |         |                                      |    |                           |      |                                                                          | 2.42                      |

Assumption is 35% impervious surface for residential and 85% for commercial/multi-family; \$14M loan over 25 years.



# Residential Accounts

- Using impervious surface assumptions for residential rates
  - ▣ shifts a greater portion of the drainage fee to commercial/multi-family accounts (16% residential / 84% commercial/multi-family)
  - ▣ results in a rate of \$1.56 per month.
- Using land square footage
  - ▣ results in a split of 32% residential / 68% commercial/multi-family
  - ▣ Results in a rate of \$3.08 per month, which, while still less than the survey city average of \$3.68, is more in-line with the rates being charged.
- Using debt service option
  - ▣ Utilizes the same split between residential/commercial/multi-family, however, monthly rate is less due to spreading out 10 year CIP over 25 year payout.



# Residential Accounts Recommendation

- Use Utility Billing database
- Bill a flat \$1.56 monthly fee to each residential water meter customer
- Fee is based on residential land square footage as compared to the overall city-wide land square footage, (impervious surface calculations).
- This factor is applied to the amount needed to fund annual operating and capital costs (based on the 10 year plan).
- Fee could be reduced by reducing annual operating and capital budget.



# Commercial/Multi-Family Accounts

- Commercial accounts
  - vary greatly in parcel size,
  - vary greatly in impervious surface,
  - vary greatly in living area (building square footage),
  - are billed differently based on who owns or rents the property or even who has the water meter in their name,
- These accounts present more of a challenge in developing an equitable storm water utility rate structure.
- Therefore, for commercial and multi-family accounts, there were several rate structure options studied:



# Utility Billing database based on meter size

- ❑ Studied but not recommended due to
  - ❑ loss of parity/accuracy to impervious surfaces.
  - ❑ No other survey City uses this method
  - ❑ Questionable legal basis due to number of meters vs. size of meters. State law allows number of meters but not size of meters.



## Use Fire Inspection records to value and bill the fee



- ❑ Studied but not recommended due to more difficult collections due to loss of water cutoff option and additional operating costs for billing & collecting (Qtrly, Monthly or Yearly).



# Use Denton and Dallas Central Appraisal District data to bill parcel owners

- Studied but not recommended due to more difficult collections due to loss of water cutoff option, database is different as it defines living area, and additional operating costs for billing & collecting (Qtrly, Monthly or Yearly).



# Recommended Commercial/Multi-Family Accounts Rate Structure



- Utilize Fire Inspection records along with the Utility Billing database to bill the fee through the water bill process
- Fire Inspection records provide building square footage.



# Commercial and Multi-Family Accounts

## Survey Cities

| Entity<br>(Survey Cities) | COMMERCIAL                                                                                                      |                           | MULTIFAMILY                                                                                       |                                                                                 | Exemptions                                                                                                                                                              |
|---------------------------|-----------------------------------------------------------------------------------------------------------------|---------------------------|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                           | Commercial Rate Info                                                                                            | Rate per 100<br>Imp Sq Ft | Multifamily Basis/Rate Info                                                                       | Caps/Min/Max/Credits                                                            |                                                                                                                                                                         |
| Arlington                 | \$4.25 per 2800 sq ft IA                                                                                        | \$0.151786                | Same as Commercial                                                                                | No                                                                              | State facilities & higher education are exempted; ISD exempted by City Council. City pays its fee on owned property and Federal properties are required to pay the fee. |
| Coppell                   | \$8.00 per acre PA                                                                                              | \$0.021606                | \$7.00 per acre PA                                                                                | MF & Comm/Ind min \$5, \$75 max                                                 | City, County, State, Schools are exempted.                                                                                                                              |
| Dallas                    | \$1.589 per 100 sq ft IA                                                                                        | \$0.158900                | Same as Commercial                                                                                | Non-Residential and Vacant min \$5.<br>Vacant/undeveloped property \$57.10 max. | City and State facilities are exempted.                                                                                                                                 |
| Denton                    | \$0.00186 per sq ft IA<br>Based on Building Sq Ft<br><25K \$29.37, 25-50K \$40.05,<br>>50K \$50.73              | \$0.186000                | Same as Commercial                                                                                | No                                                                              | State & Higher Ed facilities are exempted.                                                                                                                              |
| Flower Mound              |                                                                                                                 | varies                    | Same as Commercial                                                                                | 17% Credit for Qualifying Detention Facilities                                  | City and State facilities are exempted.                                                                                                                                 |
| Frisco                    | \$0.057 per 100 sq ft IA                                                                                        | \$0.057000                | Same as Commercial                                                                                | No                                                                              | ??                                                                                                                                                                      |
| Ft. Worth                 | \$5.40 per 2600 sq ft IA                                                                                        | \$0.207692                | Same as Commercial                                                                                | No                                                                              | State Facilities and those properties served by a private drainage system.                                                                                              |
| Garland                   | \$0.06 per 100 sq ft IA                                                                                         | \$0.060000                | Same as Commercial                                                                                | No                                                                              | School Districts, Religious organizations, Undeveloped land                                                                                                             |
| Grand Prairie             | \$1.068 per 100 sq ft IA                                                                                        | \$0.106800                | \$2.89 per Unit                                                                                   | No                                                                              | City properties only                                                                                                                                                    |
| Grapevine                 | \$4.00 per 6406 sq ft IA<br>Based on Parcel Sq Ft<br>0-10K \$9, 10K-20K \$18, 20K-45K \$36, >45K \$0.12/sf/year | \$0.062441                | Same as Commercial                                                                                | No                                                                              | County & State govts. Religious organizations, if requested.                                                                                                            |
| Irving                    |                                                                                                                 | \$0.100000                | Triplex, Fourplex \$10.48/mo/plex; Condo & Apartments = \$.012/sf(less sf for natural state)/year | No                                                                              | State & Higher Ed facilities are exempted.                                                                                                                              |
| McKinney                  | \$2.75 per 2343 sq ft IA                                                                                        | \$0.117371                | \$2.75 per Unit                                                                                   | \$200                                                                           | ISDs, City facilities, Properties in natural state; State & Federal are NOT exempted.                                                                                   |
| Mesquite                  | \$0.05 per 100 sq ft IA                                                                                         | \$0.050000                | Same as Commercial                                                                                | No                                                                              | None; do not exempted State facilities                                                                                                                                  |
| Plano                     | \$0.056 per 100 sq ft IA                                                                                        | \$0.056000                | Same as Commercial                                                                                | No caps. Credits issued for runoff draining into an approved BMP                | City Facilities exempted.                                                                                                                                               |
| Average Rates/Fees:       |                                                                                                                 | \$0.102738                |                                                                                                   |                                                                                 |                                                                                                                                                                         |

Survey Cities with no Drainage Fee: Richardson & Carrollton

\*\* % Impervious Area Assumption for 1 Acre: 85%

IA = Impervious Area; PA = Parcel Area



# Commercial/Multi-Family 3 Tier Option



| Fire Inspection<br>Data | Total Bldg Sq Ft<br>per Fire<br>Inspection Data | % Bldg Sq Ft to<br>Total | % of Commercial<br>& MF Budget by<br>Category |
|-------------------------|-------------------------------------------------|--------------------------|-----------------------------------------------|
| <50,000                 | 15,816,623                                      | 29.24%                   | 546,329                                       |
| 50,001 - 100,000        | 5,471,165                                       | 10.11%                   | 188,982                                       |
| >100,001                | 32,802,639                                      | 60.64%                   | 1,133,050                                     |
| <hr/>                   |                                                 | 100.00%                  | 1,868,361                                     |



# Commercial/Multi-Family 3 Tier Rate Option

## Impervious Surface

| Calc Monthly Fee | Monthly Fee with Caps | Annual Revenue |
|------------------|-----------------------|----------------|
| 27.54            | 45.34                 | 899,361        |
| 366.24           | 500.00                | 258,000        |
| 1,195.20         | 750.00                | 711,000        |
|                  |                       | 1,868,361      |

| Fire Inspection Data Building Sq Ft | % of Commercial & MF Budget by Category | STW # Accts Spread same % as Fire Insp Data |
|-------------------------------------|-----------------------------------------|---------------------------------------------|
| <50,000                             | 546,329                                 | 1,653                                       |
| 50,001 - 100,000                    | 188,982                                 | 43                                          |
| >100,001                            | 1,133,050                               | 79                                          |
|                                     |                                         | 1,775                                       |

## Parcel Size

| Monthly Fee with Caps | Annual Revenue | % of Commercial & MF Budget by Category | Calc Monthly Fee |
|-----------------------|----------------|-----------------------------------------|------------------|
| 27.76                 | 550,720        | 444,383                                 | 22.40            |
| 500.00                | 258,000        | 153,717                                 | 297.90           |
| 750.00                | 711,000        | 921,620                                 | 972.17           |
|                       |                | 1,519,720                               | 1,519,720        |

## Debt Option

| Monthly Fees with Caps | Annual Revenue | % of Commercial I & MF Budget by Category | Calc Monthly Fee |
|------------------------|----------------|-------------------------------------------|------------------|
| 29.71                  | 589,329        | 348,650                                   | 17.58            |
| 250.00                 | 129,000        | 120,602                                   | 233.73           |
| 500.00                 | 474,000        | 723,077                                   | 762.74           |
|                        |                | 1,192,329                                 | 1,192,329        |



# 3 Tier Rate Option Pros and Cons

## PROS:

- ❑ Collectability assured due to cutoff possibility.
- ❑ Control of data once established.
- ❑ Once established, easy to maintain.
- ❑ No additional operating costs to add to water bill.
- ❑ Correct address for billing; at service address.

## CONS:

- ❑ Difficult to get data on building square footage & merge with STW.



**Per 100 sq. ft Rate Option** (annual budget  
requirement/total bldg square footage/100/12)

Impervious Surface

**Average mo. Fee per Sq Ft      0.2878**

Parcel Size

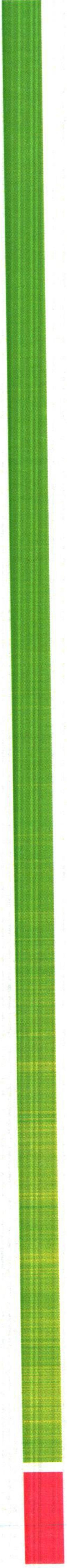
**Average mo. Fee per Sq Ft      0.2341**

Debt Option

**Average mo. Fee per Sq Ft      0.1837**



# Per 100 sq. ft Rate Option Pros and Cons



## **PROS:**

- ☐ Collectability assured due to cutoff possibility.
- ☐ Control of data once established.
- ☐ Once established, easy to maintain.
- ☐ No additional operating costs to add to water bill.
- ☐ Correct address for billing; at service address.

## **CONS:**

- ☐ Difficult to get data on building square footage & merge with STW.



# Sample Properties Comparison

| Fee Options & Survey Cities Fees                             | Fast Food Restaurant | Shopping Center | Large Office Complex | Apartment Complex 700 units |
|--------------------------------------------------------------|----------------------|-----------------|----------------------|-----------------------------|
| <u>Survey Cities--What property would pay if located in:</u> |                      |                 |                      |                             |
| Arlington                                                    | \$40.90              | \$2,626.29      | \$3,711.75           | \$1,735.71                  |
| Coppell                                                      | 5.74                 | 75.00           | 75.00                | 75.00                       |
| Dallas                                                       | 42.82                | 2,749.39        | 3,885.72             | 1,817.07                    |
| Denton                                                       | 50.12                | 3,218.29        | 4,548.42             | 2,126.96                    |
| Flower Mound                                                 | 29.37                | 50.73           | 50.73                | 50.73                       |
| Frisco                                                       | 15.36                | 986.25          | 1,393.87             | 651.81                      |
| Ft. Worth                                                    | 55.96                | 3,593.63        | 5,078.88             | 2,375.02                    |
| Garland                                                      | 16.17                | 1,038.16        | 1,467.23             | 686.12                      |
| Grand Prairie                                                | 28.78                | 1,847.92        | 2,611.67             | 2,023.00                    |
| Grapevine                                                    | 16.83                | 1,080.40        | 1,526.94             | 714.04                      |
| Irving                                                       | 36.00                | 1,845.81        | 7,835.05             | 1,294.33                    |
| McKinney                                                     | 31.63                | 2,030.83        | 2,870.17             | 1,925.00                    |
| Mesquite                                                     | 13.47                | 865.13          | 1,222.69             | 571.76                      |
| Plano                                                        | 15.09                | 968.95          | 1,369.42             | 640.38                      |
| AVERAGE                                                      | \$28.45              | \$1,641.20      | \$2,689.11           | \$1,191.92                  |
| MEDIAN                                                       | \$29.07              | \$1,463.10      | \$2,069.30           | \$1,004.18                  |



# Commercial Sample Property Comparison

## SAMPLE PROPERTIES COMPARISON--COMMERCIAL & MULTI-FAMILY

| Description          | Sample Prop A           | Sample Prop B      | Sample Prop C           | Sample Prop D                  |
|----------------------|-------------------------|--------------------|-------------------------|--------------------------------|
|                      | Fast Food<br>Restaurant | Shopping<br>Center | Large Office<br>Complex | Apartment Complex<br>700 units |
| <b>DRAINAGE FEES</b> |                         |                    |                         |                                |
|                      | Monthly Fee             | Monthly Fee        | Monthly Fee             | Monthly Fee                    |

### Option--Merge Fire Inspection data with STW & Bill thru STW--3 TIER RATE STRUCTURE--CALCULATED RATES

|                                                             |         |            |            |            |
|-------------------------------------------------------------|---------|------------|------------|------------|
| \$2.2M Imperv Assumption Budget; Calc Pymt based on Bldg SF | \$27.54 | \$1,195.20 | \$1,195.20 | \$1,195.20 |
| \$2.2M Parcel % Budget; Calc Pymt based on Bldg SF          | 22.40   | 972.17     | 972.17     | 972.17     |
| \$1.7M Parcel % Budget; Calc Pymt based on Bldg SF          | 17.58   | 762.74     | 762.74     | 762.74     |

### Option--Merge Fire Inspection data with STW & Bill thru STW--NO TIERS--BILL AT RATE PER 100 BLDG SQ FT

|                                                             |        |            |            |            |
|-------------------------------------------------------------|--------|------------|------------|------------|
| \$2.2M Imperv Assumption Budget; Calc Pymt based on Bldg SF | \$8.64 | \$1,371.59 | \$2,590.61 | \$1,636.82 |
| \$2.2M Parcel % Budget; Calc Pymt based on Bldg SF          | 7.02   | 1,115.65   | 2,107.19   | 1,331.38   |
| \$1.7M Parcel % Budget; Calc Pymt based on Bldg SF          | 5.51   | 875.30     | 1,653.24   | 1,044.56   |

### Survey Cities--What property would pay if located in:

|         |         |            |            |            |
|---------|---------|------------|------------|------------|
| AVERAGE | \$28.45 | \$1,641.20 | \$2,689.11 | \$1,191.92 |
| MEDIAN  | \$29.07 | \$1,463.10 | \$2,069.30 | \$1,004.18 |



# Commercial Accounts Recommendation

- Fire Inspection/Utility Billing Databases
- Use Fire Inspection Records to identify building sq. ft.
- Use impervious surface calculation
- Utilize three tiers:
  - ▣ 50,000 sq. ft. and under
  - ▣ 50,001 – 100,0000 sq. ft.
  - ▣ 100,001 sq. ft. and over
- Utilize actual calculated fee instead of a cap for maximum billing in each tier
- Bill through Utility Billing System.
- Like residential, fee could be less with lower operating or CIP budget.



# Commercial Accounts Recommendation

| Fire Inspection Data | % of Commercial & MF Budget by Category | STW # | Accts Spread same % as Fire | Insp Data | Calc Monthly Fee |
|----------------------|-----------------------------------------|-------|-----------------------------|-----------|------------------|
| Building Sq Ft       |                                         |       |                             |           |                  |
| <50,000              | 546,329                                 |       |                             | 1,653     | 27.54            |
| 50,001 - 100,000     | 188,982                                 |       |                             | 43        | 366.24           |
| >100,001             | 1,133,050                               |       |                             | 79        | 1,195.20         |
|                      | 1,868,361                               |       |                             | 1,775     |                  |

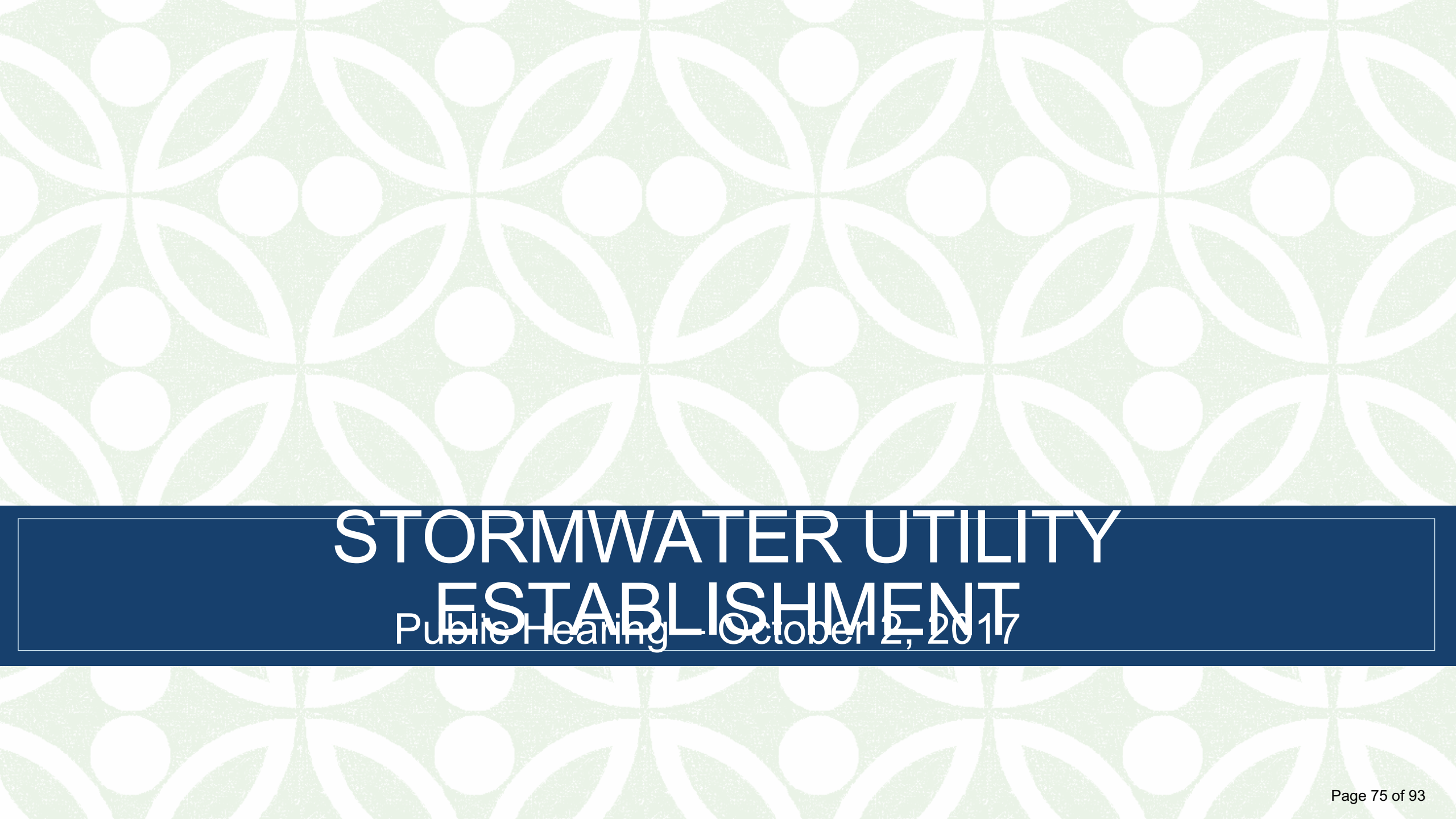
93% of commercial properties would fall into tier 1 and pay \$27.54.  
This compares to an average of \$28.45 for our survey cities.



# Storm water Utility Rate Implementation

- Each database (Fire Inspection, DCAD, Utility Billing) has certain nuances in how addresses are entered which must be identified.
- Length of implementation will not be short. To ensure an accurate and equitable rate structure, this process will require physical address identification, measuring, and matching to other databases.





# STORMWATER UTILITY ESTABLISHMENT

Public Hearing – October 2, 2017



# What is Stormwater and why is a Stormwater Utility needed?

- When land is converted to buildings, roads and parking lots, rainfall runs off these impervious areas and creates ever increasing volumes of rapidly flowing water that carries pollutants
- Texas Local Government Code, Chapter 552 provides a funding mechanism for paying for drainage projects, stormwater public education, operation and maintenance of existing stormwater system and describes basis on which a municipal stormwater (drainage) utility system may be created, funded and how fees may be assessed, levied and collected



# Stormwater Utility History

- Discussions about funding drainage projects through a Stormwater fee began in 1992
- At the 2013 City Council Retreat, the City Council directed staff to develop a Stormwater Utility.
- Staff worked with the Blue Ribbon Bond/2025 Committee on capital project prioritization
- Staff has been developing the database necessary to operate the Stormwater Utility
- On October 24, 2016 City Council directed staff to implement the Stormwater Utility with a \$4.00 per ERU fee with implementation beginning in FY 2018

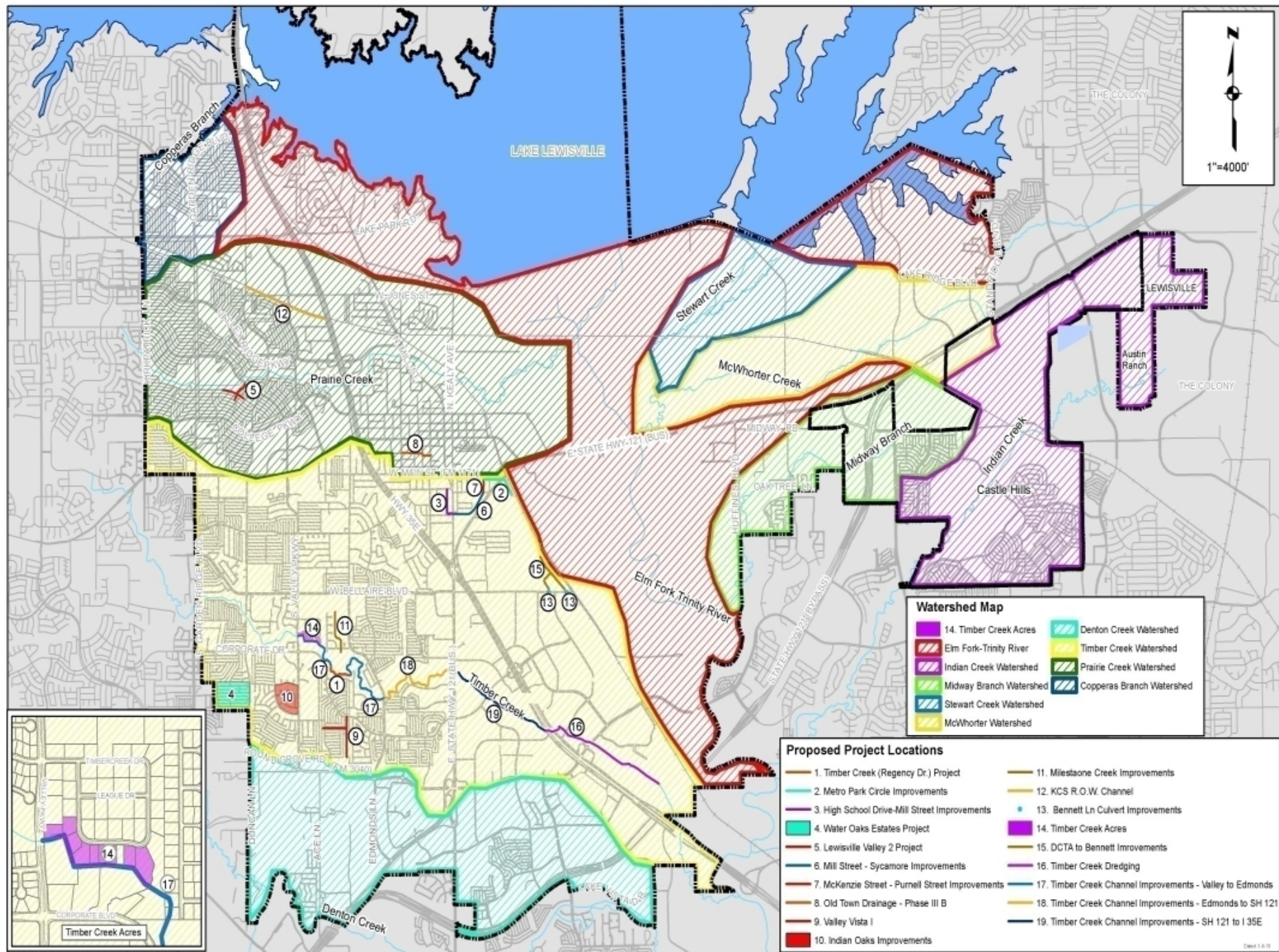


# LEWISVILLE CAPITAL PROGRAM

1. Timber Creek Acres –Buy-out – City Match on Federal Program - \$200,000
2. Concrete Lined Channel - Metro Park Circle & E. Purnell Drainage Improvements – \$1,200,000
3. Timber Creek Channel Improvements (Erosion) – Valley Pkwy to Edmonds Ln (Public/Private) - \$6,250,000
4. Holford's Prairie Bridge & Channel Improvements - \$2,000,000
5. Fish Hatchery Road Bridge Repair - \$250,000
6. High School Drive and Mill Street Improvements (Channel and Culvert Crossings) - \$500,000
7. Lewisville Valley 2 – Juniper and Laramie Storm Sewer Capacity - \$950,000
8. Channel Improvements East of Mill Street to Sycamore Street - \$650,000
9. McKenzie Street to Purnell Street & Sycamore Street Channel Improvements - \$500,000
10. Old Town Drainage – Phase III - \$2,500,000
11. Timber Creek Channel Improvements (Erosion) – Edmonds Lane to SH 121 Bus (Public/Private) - \$4,000,000
12. Valley Vista 1 – Camelot and Little Den Storm Sewer Capacity - \$650,000
13. Milestone Creek – Channel Improvements (Private) - \$900,000
14. Channel along KCS ROW – West of McGee Lane to I-35 - \$650,000
15. Bennett Lane Culvert Improvements - \$500,000
16. Channel Improvements b/t DCTA Maintenance Facility and Bennett Lane (Private) - \$1,000,000
17. Timber Creek Channel Dredging East of I-35 (Private) - \$7,000,000
18. Timber Creek Channel Improvements (Erosion) – SH 121 Bus to I-35 E (Public/Private) - \$4,000,000

**Total Project Costs = \$33,700,000\* as of October 2016**







# Impervious Area

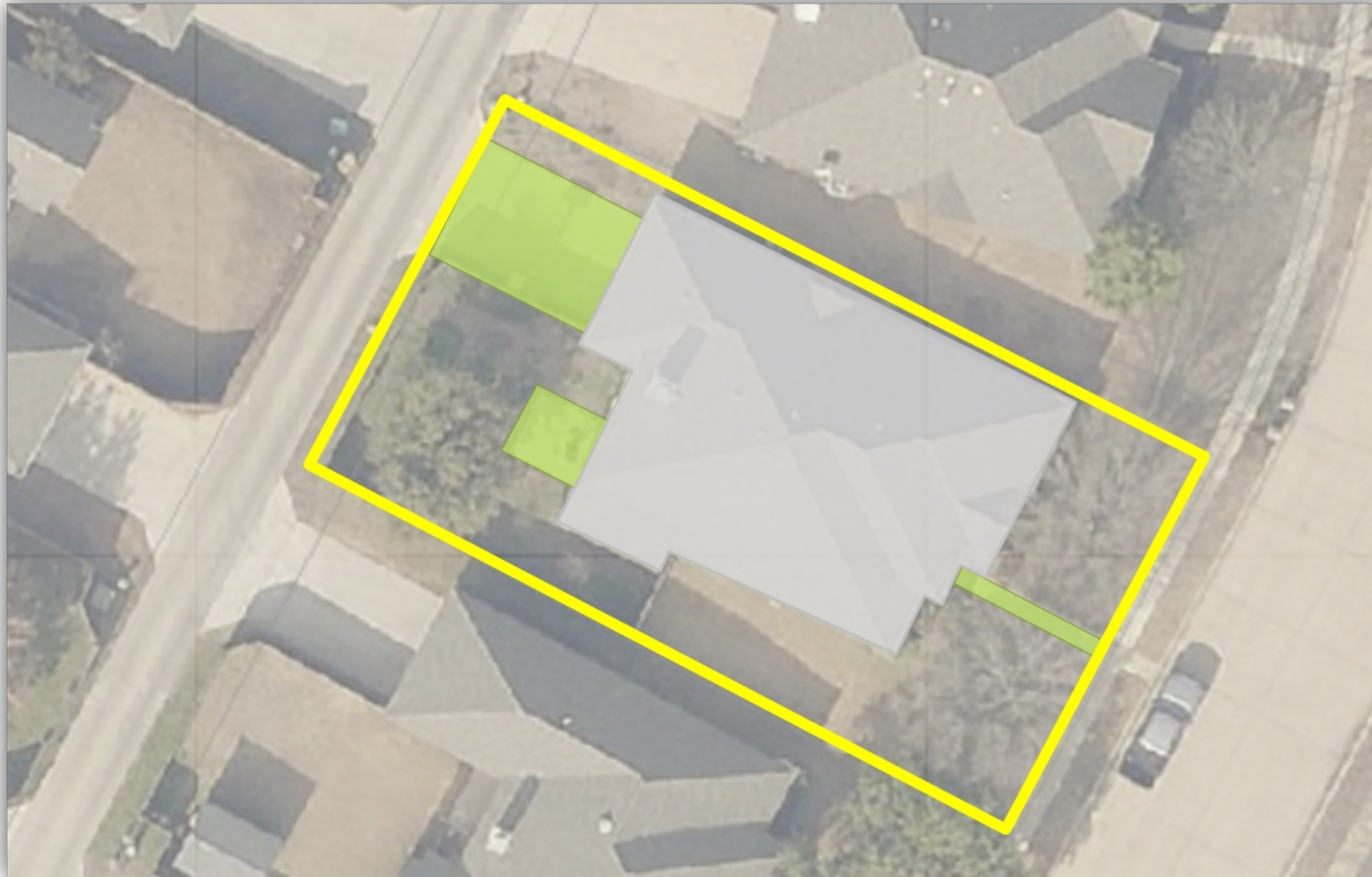
- A surface that has been compacted or covered with a layer of material so that it is resistant to ground infiltration by water.

Includes, but is not limited to, compacted soils with a surface treatment, gravel, crushed stone surfaces, asphalt or concrete pavement, parking lots, driveways, sidewalks, private roads, buildings, and other man-made structures.





# Impervious Area Example



-  Building Area
-  Pavement
-  Parcel Boundary



# Ad Valorem Taxes versus SWU Fee

| Monthly Stormwater Utility ERU Fee | Annual Stormwater Utility ERU Fee | Annual FY17-18 Stormwater Utility Collected Revenues (at 70%) | Approximate FY17-18 Ad Valorem Tax Rate Increase (@ 0.436086/\$100) | FY17-18 Ad Valorem Tax increase for Typical Single Family Home (\$217,324) | Additional amount paid by homeowner if Ad Valorem Tax increase instead of Stormwater fee |
|------------------------------------|-----------------------------------|---------------------------------------------------------------|---------------------------------------------------------------------|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| \$4.00                             | \$48.00                           | \$2,927,146                                                   | 0.03039                                                             | \$66.04                                                                    | \$18.04                                                                                  |

Reduces burden on homeowner, increases burden on commercial



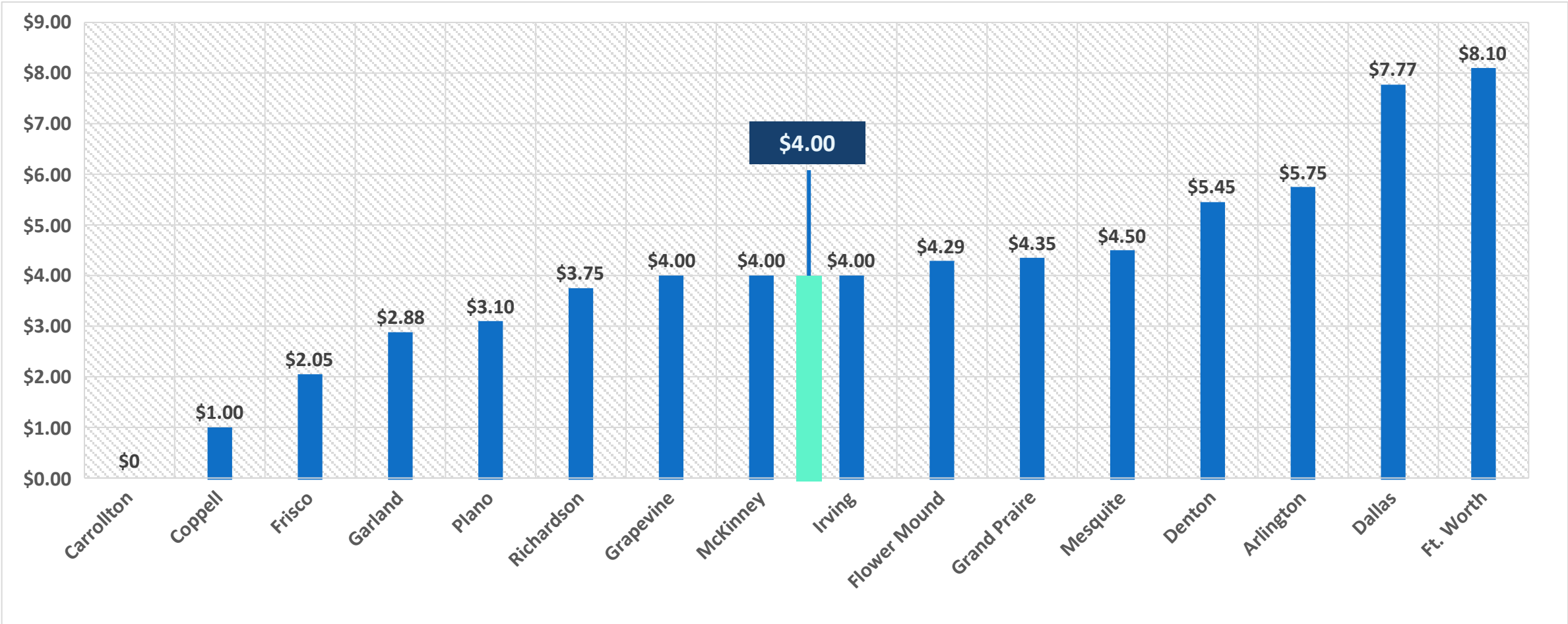
# Equivalent Residential Unit

Most cities base rate on impervious area and set a common residential charge – ERU; the ERU or “equivalent residential unit” is a standard measure for stormwater utilities used on a national basis and routinely in Texas.

Preliminary Lewisville **ERU is 2,800 sq ft**



# Benchmark Cities - Single Family Residential



Based on 2800 sq ft equivalent(impervious area).



# Single Family Residential



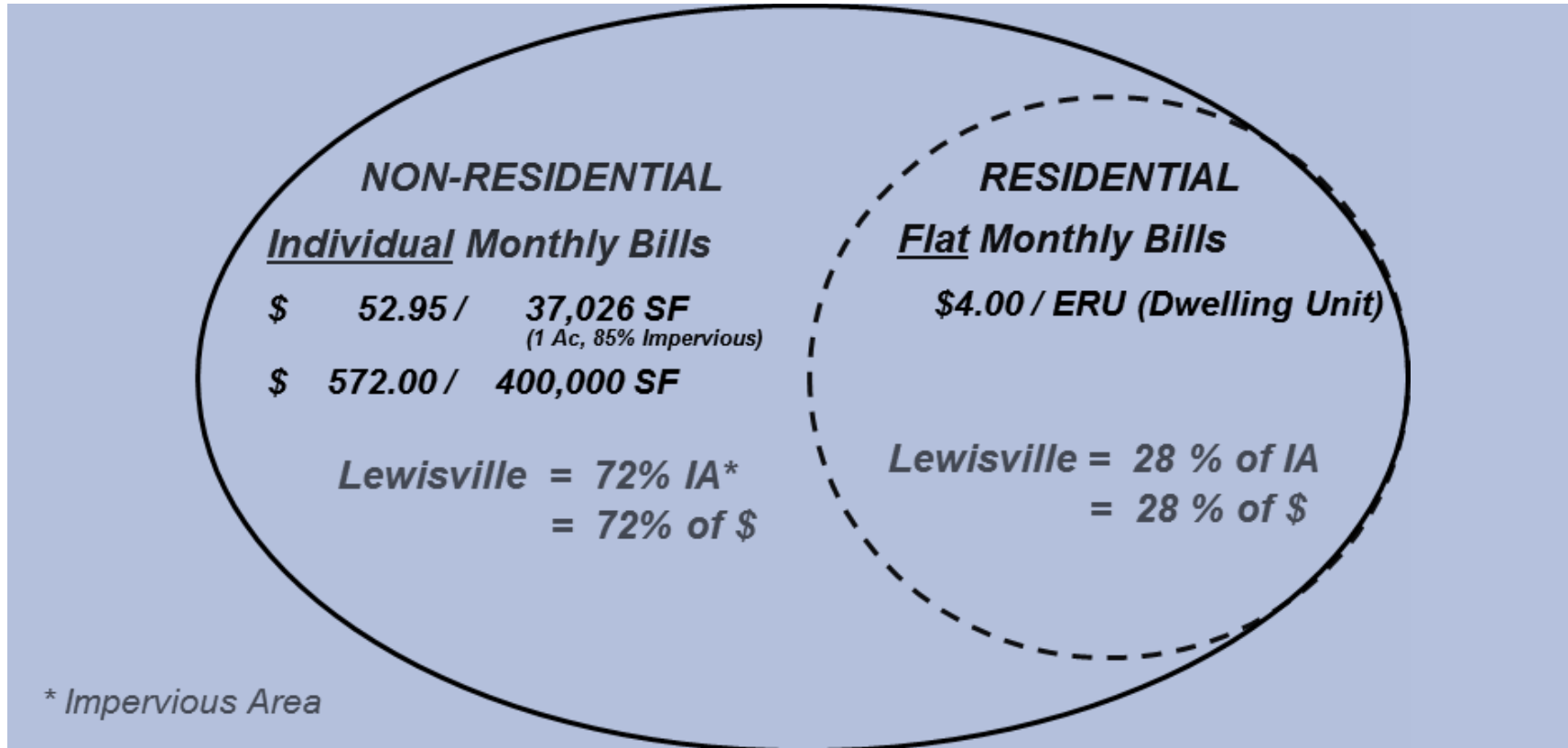
## Single Family Residential 800 Block of Summit Peak

|                        |         |
|------------------------|---------|
| Total Parcel Area (SF) | 6,300   |
| Building Area          | 2,400   |
| Paved Area             | 400     |
| Billing Quantity (SF)  | 2,800   |
| Stormwater Fee         | \$4.00  |
| Water & Sewer Fees*    | \$66.52 |

*\*Water & Sewer fees reflect new rate  
in effect October 1<sup>st</sup>*



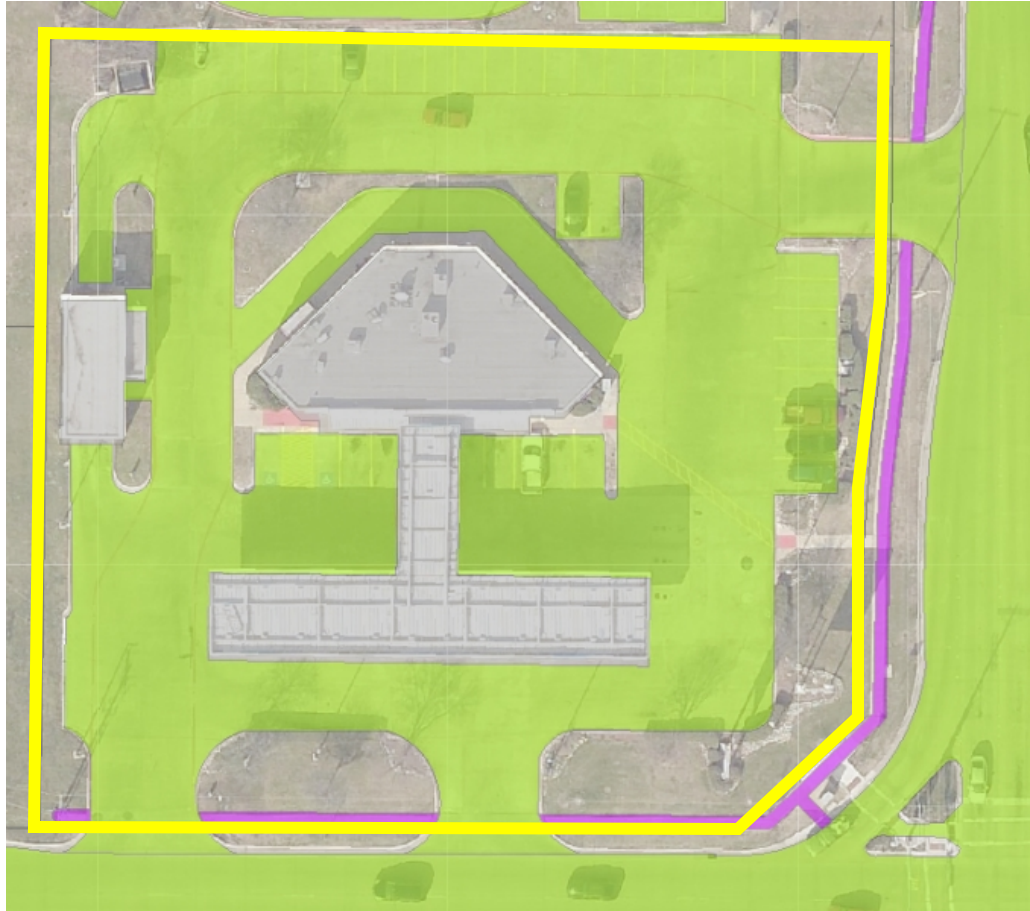
# Rate is Equal for all Classes



**Non-Single Family Residential Rate = Single Family Residential Rate**  
**\$1.43 per 1000 SF = \$4.00 per ERU**



# Small Commercial Property



## 7-11 Service Station 1501 FM 407

|                        |          |
|------------------------|----------|
| Total Parcel Area (SF) | 61,740   |
| Building Area          | 9,127    |
| Paved Area             | 35,383   |
| Billing Quantity (SF)  | 44,530   |
| Stormwater Fee         | \$63.68  |
| Water & Sewer Fees*    | \$978.93 |

*\*Water & Sewer fees reflect new rate  
in effect October 1<sup>st</sup>*



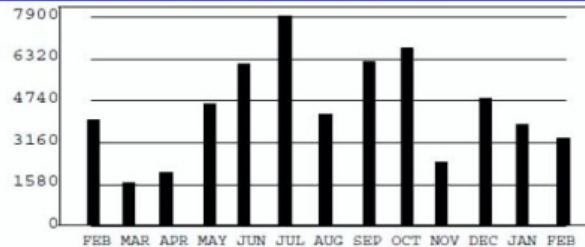
# Billing



151 W. Church Street  
P.O. Box 299002, Lewisville, TX 75029-9002  
Remit to: P.O. Box 731962, Dallas, TX 75373-1962  
(972) 219-3440 \* Fax (972) 219-5097

Name  
Address  
LEWISVILLE TX 75077-2921

## YOUR MONTHLY USAGE (in Thousands)



## SPECIAL MESSAGE

**\*\*PET OWNERS\*\***The City of Lewisville requires pet owners to register their furry friends. You may register your pet, (dogs, cats or ferrets) in person or by mail. For more information please contact Lewisville Animal Services at 972-219-3478.

Account

## Statement

### ACCOUNT INFORMATION

ACCOUNT: 000-0000000-000  
PIN#:   
SERVICE ADDRESS: 764 SUMMIT RIDGE  
SERVICE PERIOD: 12/20/2016 TO: 01/20/2017  
BILLING DATE: 2/7/2017

CURRENT AMOUNT DUE DATE: 2/23/2017

### CURRENT ACCOUNT ACTIVITY

| Meter/Code | Previous | Current | Usage |
|------------|----------|---------|-------|
| WT         | 1267     | 1300    | 3,300 |

### CURRENT CHARGES

|           |       |
|-----------|-------|
| Water     | 18.75 |
| Sewer     | 13.63 |
| Refuse    | 11.46 |
| Drainage  | 4.00  |
| Sales Tax | 0.95  |

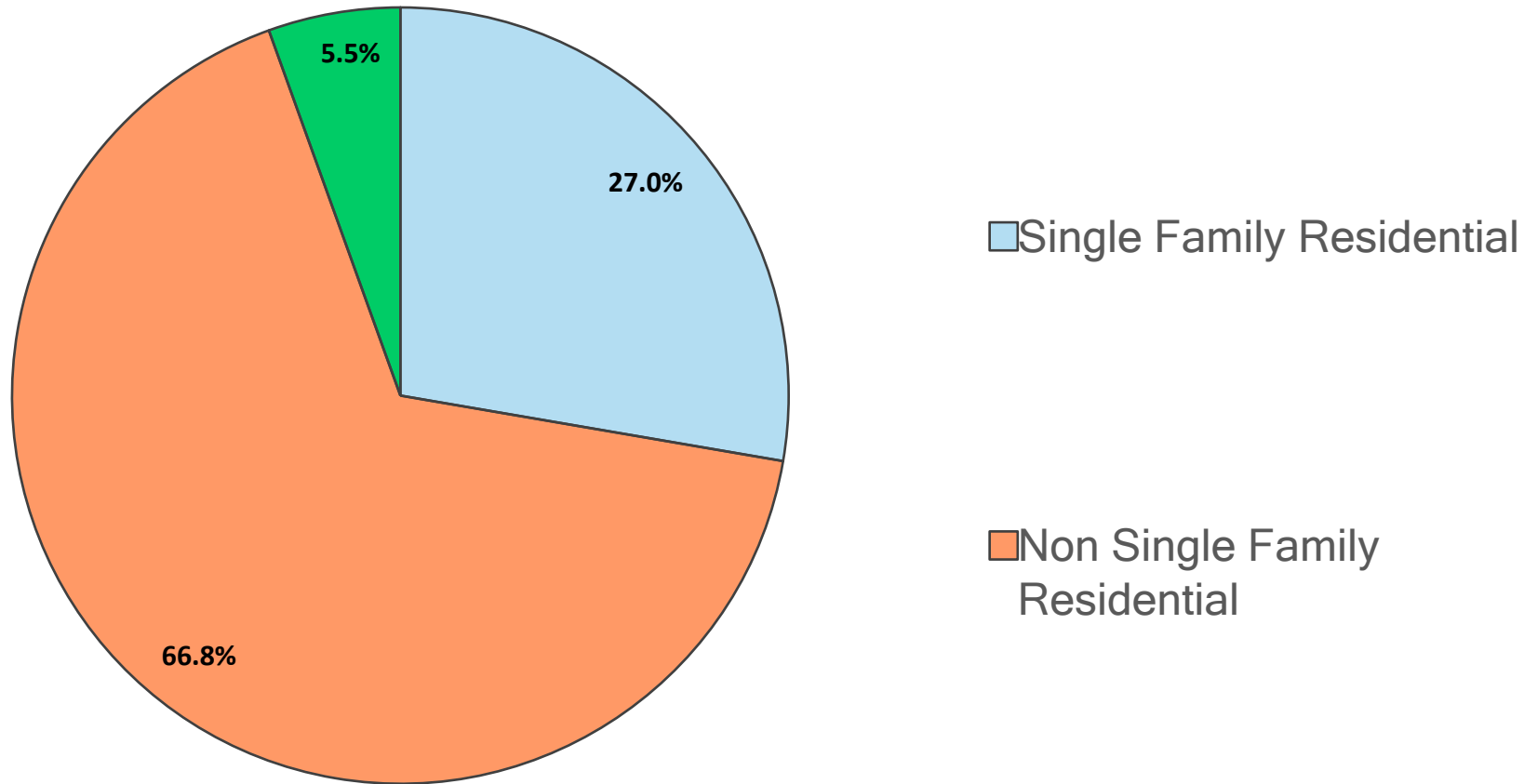
### AMOUNT DUE

|                          |       |
|--------------------------|-------|
| Current Month Due        | 48.79 |
| *Voluntary Contributions | 0.00  |
| Total Due                | 48.79 |

**\*This contribution is completely voluntary. You may designate an amount to be added to your bill each month. For more information, please call Keep Lewisville Beautiful at (972) 436-5100 or visit us at [www.keeplewisvillebeautiful.org](http://www.keeplewisvillebeautiful.org).**



# Who Would Pay Stormwater Fees in Lewisville?



Note: Multi-family properties will be treated like commercial properties using specific impervious areas for each property.



# Drainage Utility Fund

- The rate charged is based on the impervious area in the city. The long-range plan for the funds includes projects estimated to cost \$33,700,000 (2016 estimate with no inflation factor).
- The drainage fee revenue is anticipated to be in excess of \$3,000,000 per year. Expenditures from these funds will initially be dedicated entirely to the Capital Improvement Program.



# How will non-residential property owners find their estimated fee?

- Storm Water division has developed informational material that can be distributed in multiple outlets.
- Created website for commercial properties to identify their estimated fee.
- Establish the Stormwater Utility Credit program and to provide incentives for stormwater management measures and a pathway for rate reduction.



Note: Website will be available after passage of the Ordinance.



# Staff Recommendations

- Adopt the Enabling Ordinance and the Fee Ordinance
- Begin charges on all utility billing statements issued after January 1, 2018
- Establish a \$4.00 stormwater fee per ERU for single-family residential properties and \$1.43 per 1000 sq ft for non-single-family residential properties
- A stormwater fee of \$4.00 would allow construction of priority capital projects
- Annual review of the fee to ensure capital project completion





QUESTIONS?