



**SHADY SHORES TOWN COUNCIL
SPECIAL CALLED SESSION
MAY 18, 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.

Wendy Withers is inviting you to a scheduled Zoom meeting.

Topic: SPECIAL CALLED TOWN COUNCIL MEETING 05.18.2020
Time: May 18, 2020 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85271744062?pwd=OHpZREUwSmMzV09ha0NUVkdzdkVoUT09>

Meeting ID: 852 7174 4062

Password: 1JtubZ

One tap mobile

+13462487799,,85271744062#,,1#,674787# US (Houston)

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

Animal Control

4. Roads, Drainage, Capital Improvements

5. Code Enforcement

6. Police Department

7. Fire Department

8. Staff Report

CONSENT AGENDA

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

9. 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.

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

11. Financial Reports- Consider and act on approval of the 2020 1st Quarter Financial Reports.

12. Purchasing Agreement Denton County- Consider and act on approval of an interlocal purchasing agreement with Denton County.

13. Consider and act on approval of the 3rd quarter Investment Committee Report

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

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

15. 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

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



AGENDA MEMORANDUM

DATE: May 11, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: 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)

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: May 11, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Duties of Office- Newly Elected Officials assume the duties of Office.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

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

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

Memo

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

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. 6th 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. 9th 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	
ASSAULTS	
Misdemeanor	0
Felony	0
Harrassment	1
FAMILY VIOLENCE ASSAULTS	
Misdemeanor	0
Felony	0
SEXUAL OFFENSES	
Total Sexual Offenses	0
DEATH - CRIMINAL (Homicide / Manslaughter)	
Total Criminal Deaths	0
MOTOR VEHICLE THEFTS	
Total Motor Vehicle Thefts	0
BURGLARY	
Residential	0
Motor Vehicle	0
Business / Construction	0
THEFT	
General / Shoplifting	0
ROBBERY	
Individual	0
Business	0
CRIMINAL MISCHIEF	
Vandalism / Graffiti	1
ALCOHOL RELATED	
Driving While Intoxicated	0
Driving Under Influence - Minor	0
Public Intoxication	0
Other Alcohol Related	0
DRUG RELATED	
Possession of Drugs	0
Poss of Drug Paraphernalia	0
Manuf./ Delivery of Drugs	0
TOTAL REPORTED OFFENSES	2

ACTIVITIES

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



CORINTH POLICE DEPARTMENT Shady Shores



March 2020 Summary

OFFENSES

OFFENSES	
ASSAULTS	
Misdemeanor	0
Felony	0
FAMILY VIOLENCE ASSAULTS	
Misdemeanor	0
Felony	0
SEXUAL OFFENSES	
Total Sexual Offenses	0
DEATH - CRIMINAL (Homicide / Manslaughter)	
Total Criminal Deaths	0
MOTOR VEHICLE THEFTS	
Total Motor Vehicle Thefts	0
BURGLARY	
Residential	0
Motor Vehicle	0
Business / Construction	0
THEFT	
General / Shoplifting	0
Fraud ID Info	2
ROBBERY	
Individual	0
Business	0
CRIMINAL MISCHIEF	
Vandalism / Graffiti	0
Resisting Arrest	1
ALCOHOL RELATED	
Driving While Intoxicated	0
Driving Under Influence - Minor	0
Public Intoxication	0
Other Alcohol Related	1
DRUG RELATED	
Possession of Drugs	0
Poss of Drug Paraphernalia	2
Manuf./ Delivery of Drugs	0
TOTAL REPORTED OFFENSES	6

ACTIVITIES

ACTIVITIES	
CALLS FOR SERVICE	
Total Calls for Service	80
COMMUNITY POLICING	
Vacation Watches	0
VIPS-Vacation Watches	0
VIPS-Special Patrol	2
Direct Patrol / Park and Walk	165
ARRESTS	
Juvenile	1
Adult	1
Total Arrests	2
INVESTIGATIONS	
New Cases	6
Cases Cleared	1
Cases Declared Inactive	0
Cases Filed	3
TRAFFIC ENFORCEMENT	
Total Citations	21
Warnings	5
Total Citations / Warnings	26
MOTOR VEHICLE ACCIDENTS	
Offense Related	0
Traffic Accidents - Injury	0
Traffic Accidents - No Injury	0
Total Accidents	0
FALSE ALARMS	
False Alarms	2
JUVENILE CURFEW ENFORCEMENT	
Citations	0
Arrests	0
OFFICER CONDUCT	
Commendations Received	0
Complaints Received	0
Complaints Substantiated/Sustained	0
Complaints Unsubstantiated / Not Sustained	0



Lake Cities Fire Department

Shady Shores

January - December 31, 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
Total	12	10	14	17	0	0	0	0	0	0	0	0	53

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
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	5	29.41%	\$0	0.00%
	5	29.41%	\$0	0.00%
4 Hazardous Condition (No Fire)				
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%
	6	35.29%	\$0	0.00%
5 Service Call				
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%
	4	23.53%	\$0	0.00%
7 False Alarm & False Call				
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%
	2	11.76%	\$0	0.00%
Total Incident Count: 17				
Total Est Loss:			\$0	

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
1 Fire				
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%
	9	3.56%	\$36,500	100.00%
3 Rescue & Emergency Medical Service Incident				
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%
	175	69.17%	\$0	0.00%
4 Hazardous Condition (No Fire)				
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%
	17	6.72%	\$0	0.00%
5 Service Call				
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
5 Service Call				
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%
	24	9.49%	\$0	0.00%
6 Good Intent Call				
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%
	15	5.93%	\$0	0.00%
7 False Alarm & False Call				
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%
	13	5.14%	\$0	0.00%

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
Denton Fire Department	
Mutual aid received	1
Mutual aid given	2
Automatic aid given	1
	4
Little Elm Fire Department	
Mutual aid received	1
Mutual aid given	4
Automatic aid given	1
	6
Lewisville	
Mutual aid received	1
Mutual aid given	2
Automatic aid given	1
	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 %
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
Total	12	10	14	0	0	0	0	0	0	0	0	0	36

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

CORINTHLAKE

Aid Responses by Department (All Cities)

03/01/2020 - 03/31/2020

Type of Aid	Count
Argyle Fire Department	
Mutual aid given	2
	2
Denton Fire Department	
Mutual aid received	2
Automatic aid given	1
	3
Highland Village Fire Department	
Automatic aid received	1
	1
Little Elm Fire Department	
Mutual aid received	5
Automatic aid received	2
Mutual aid given	1
	8
Lewisville	
Mutual aid received	5
Automatic aid received	2
Mutual aid given	1
	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
1 Fire				
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%
	6	2.20%	\$115,000	100.00%
3 Rescue & Emergency Medical Service Incident				
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%
	188	68.86%	\$0	0.00%
4 Hazardous Condition (No Fire)				
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%
	9	3.30%	\$0	0.00%
5 Service Call				
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%
	29	10.62%	\$0	0.00%

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
6 Good Intent Call				
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%
	24	8.79%	\$0	0.00%

7 False Alarm & False Call

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%
	17	6.23%	\$0	0.00%

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)

There are currently 3 confirmed COVID-19 cases in the Town of Shady Shores.

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.

In addition staff attended daily and weekly updates related to the Pandemic and evaluated various ways to protect residents and re-open city facilities in the future.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Building Permit Report March and April 2020

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



AGENDA MEMORANDUM

DATE: May 11, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: 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.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Special Called Town Council Meeting 03.09.2020
2. TC 03.09.2020 Regular Town Council Meeting
3. TC Minutes 04.28.2020 Special Called Meeting

REVIEWED BY:



**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:

Nominate Jim Carter.

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 30th, 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. 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 1st of the year member is appointed; and

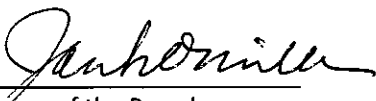
WHEREAS, one member representing participating municipalities is appointed each year.

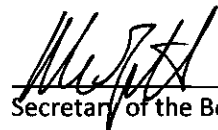
NOW, THEREFORE BE IT RESOLVED BY THE DENCO AREA 9-1-1 DISTRICT BOARD OF MANAGERS:

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 1st 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 31st 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 31st of that year. No nominations shall be considered after that time.
2. **Vote for Candidate:** On June 1st 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 1st. 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 31st. 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 1st.
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 30th 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

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

Department Head, Finance	General Motors Corporation
Zone Vice-President	Frito-Lay, Inc., International and Domestic Development
President, C.E.O.	Mercantile Corporation 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 To business and governmental entities
Professional Licenses	Texas Real Estate License, Certified Mediator

PUBLIC SERVICE EXPERIENCE

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 Fire and Emergency Medical over 65 square miles Serving 5 municipalities: (Argyle, Bartonville, Copper Canyon, Draper, and Northlake); Lantana Freshwater Supply Districts #6 and #7 and unincorporated areas of Denton County
Texas State Board Member- Current	State Association Fire and Emergency Service Districts – 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.

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

US MILITARY

US Navy	11 years – active and reserve service
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Honors: Who’s Who in the South and Southwest, Who’s Who in U.S. Executives, Honorary Fire Chief Argyle Fire District

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Assets				
	100-1000	Consolidated Cash Equity	420,162.28	
	100-1021	Solid Waste and Recycling Chkg	115,413.78	
	100-1022	General Fund - Reserved	48,216.98	
	100-1023	Reserve Account	330,196.79	
	100-1024	GreenBank - Savings	27,264.18	
	100-1025	TX Republic Chkg	231,913.18	
	100-1027	Access Bank- Savings	50,276.38	
	100-1028	Oakwood Bank	233,635.92	
	100-1029	Tex Pool Investment Account	1,053,386.63	
	100-1040	Petty Cash	97.43	
	100-1110	Accounts receivable	33,000.88	
	100-1450	Prepaid expenses	29,654.81	
	100-1451	Interest Receivable	(254.63)	
	100-1452	INTEREST RECEIVABLE	254.63	
	100-1461	Taxes Receivable	7,257.10	
	Total Assets		<u>2,580,476.34</u>	
				<u><u>2,580,476.34</u></u>

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Liabilities				
	100-2000	Accounts Payable / Due To Consolidated Cash	2,971.44	
	100-2010	Accounts payable	41,380.13	
	100-2098	Wages Payable	(15,656.15)	
	100-2100	Payroll Liabilities	(473.97)	
	100-2101	Payroll Liability	5,304.33	
	100-2102	Sales Tax	(22,653.59)	
	100-2103	Federal Withholding	951.26	
	100-2104	Social Security	7,504.04	
	100-2105	Medicare	1,781.61	
	100-2106	Health Care	197.72	
	100-2107	TMRS	20,553.78	
	100-2108	Life Insurance	281.18	
	100-2140	Accrued sales taxes	(7,272.03)	
	100-2151	Deferred Taxes	7,257.10	
	100-2152	Solid Waste Deposit	3,650.44	
	100-2160	Municipal Court Technology Fund	(1,006.00)	
	100-2162	Child Safety Fees	3,530.72	
	100-2165	Credit Card Convenience Fees	(1,777.48)	
	100-2400	State Fee	8,300.71	
	100-2401	Collection Agency Fees	2,954.80	
	100-2402	Juror Reimbursement Fee	731.53	
	100-2403	Indigent Defense Fund	364.88	
	100-2404	Moving Violation Fee	11.04	
	100-2405	State Traffic Fee	4,418.87	
	100-2406	OmniBase/FTA Fee	1,064.59	
	100-2407	OmniBase FTA Fee - Omnibase	114.00	
	100-2408	Time Payment	529.73	
	100-2409	Judicial Support Fee	1,094.52	
	100-2410	Truancy Prevention and Diversion Fund	471.25	
	Total Liabilities		66,580.45	
Fund Balance				
	100-3000	Fund Balance	(640,635.76)	
	100-3002	General Reserve Account	299,797.76	

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Fund Balance				
	100-3003	Roads and Bridges Reserve Accou	848,505.77	
	100-3004	Capital Improvements Reserve	100,000.00	
	100-3010	Unrestrict (retained earnings)	1,299,296.01	
	Total Fund Balance		<u>1,906,963.78</u>	
		Total Revenue	1,484,943.80	
		Total Expenses	<u>820,311.11</u>	
		Current Year Increase (Decrease)	606,932.11	
		Fund Balance Total	1,906,963.78	
		Current Year Increase (Decrease)	<u>606,932.11</u>	
		Total Fund Balance/Equity	<u>2,513,895.89</u>	
	Total Liabilities & Fund Balance			<u><u>2,580,476.34</u></u>

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
210 - MC Building Security Fund				
Assets				
	210-1000	Consolidated Cash Equity	1,059.41	
	Total Assets		1,059.41	
				1,059.41

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
210 - MC Building Security Fund				
Fund Balance				
	210-3000	Fund Balance	783.70	
	Total Fund Balance		783.70	
		Total Revenue	275.71	
		Total Expenses	0.00	
		Current Year Increase (Decrease)	275.71	
		Fund Balance Total	783.70	
		Current Year Increase (Decrease)	275.71	
		Total Fund Balance/Equity	1,059.41	
	Total Liabilities & Fund Balance			1,059.41

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
220 - MC Technology Fund				
Assets				
	220-1000	Consolidated Cash Equity	1,368.57	
	Total Assets		1,368.57	
				1,368.57

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
220 - MC Technology Fund				
Fund Balance				
	220-3000	Fund Balance	1,045.07	
	Total Fund Balance		1,045.07	
		Total Revenue	323.50	
		Total Expenses	0.00	
		Current Year Increase (Decrease)	323.50	
		Fund Balance Total	1,045.07	
		Current Year Increase (Decrease)	323.50	
		Total Fund Balance/Equity	1,368.57	
	Total Liabilities & Fund Balance			1,368.57

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
999 - Consolidated Cash				
Assets				
	999-1000	Consolidated Cash Checking	422,590.26	
	999-1201	Due From General Fund	(12,684.71)	
	Total Assets		<u>409,905.55</u>	
				<u><u>409,905.55</u></u>

Town of Shady Shores
Balance Sheet
As of March 31, 2020

5/13/2020 12:57 PM

Account Type	Account Number	Description	Balance	Total
999 - Consolidated Cash				
Liabilities				
	999-2000	Accounts Payable	2,971.44	
	999-2098	Wages Payable	(15,656.15)	
	999-2999	Due To Other Funds	422,590.26	
	Total Liabilities		<u>409,905.55</u>	
		Total Revenue	0.00	
		Total Expenses	<u>0.00</u>	
		Current Year Increase (Decrease)	0.00	
		Fund Balance Total	0.00	
		Current Year Increase (Decrease)	<u>0.00</u>	
		Total Fund Balance/Equity	<u>0.00</u>	
	Total Liabilities & Fund Balance			<u><u>409,905.55</u></u>

CASH FLOW ANALYSIS
FY 2019
Quarter Ending September 2019

Cash Flow

General Fund			Town of Shady Shores Reserve Account			Access Bank			Overall Balance	
Beginning Balance:	\$	237,830	\$	329,948	\$	50,238				
Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance		
October	\$58,862	(\$186,806)	\$109,886	\$0	\$0	\$329,948	\$6	\$0		\$50,244
November	\$76,007	(\$57,889)	\$128,004	\$0	\$0	\$329,948	\$6	\$0		\$50,251
December	\$685,451	(\$170,999)	\$642,456	\$125	\$0	\$330,073	\$6	\$0		\$50,257
January	\$298,094	(\$84,915)	\$855,634	\$0	\$0	\$330,073	\$6	\$0		\$50,263
February	\$170,954	(\$75,125)	\$951,463	\$0	\$0	\$330,073	\$6	\$0		\$50,269
March	\$64,579	(\$568,746)	\$447,296	\$123	\$0	\$330,196	\$6	\$0		\$50,275
April			\$447,296	\$0	\$0	\$330,196	\$0	\$0		\$50,275
May			\$447,296	\$0	\$0	\$330,196	\$0	\$0	\$50,275	
June			\$447,296	\$0	\$0	\$330,196	\$0	\$0	\$50,275	
July			\$447,296	\$0	\$0	\$330,196	\$0	\$0	\$50,275	
August			\$447,296	\$0	\$0	\$330,196	\$0	\$0	\$50,275	
September			\$447,296	\$0	\$0	\$330,196	\$0	\$0	\$50,275	
Texas Republic Bank			Solid Waste Accounts			General Fund Reserve Account				
Beginning Balance:	\$	230,759	\$	113,999	\$	48,181				
Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance		
October	\$195	\$0	\$230,954	\$4,725	(\$16,346)	\$102,378	\$0	\$0	\$48,181	
November	\$183	\$0	\$231,137	\$1,109	(\$16,443)	\$87,044	\$0	\$0	\$48,181	
December	\$202	\$0	\$231,338	\$49,958	(\$21,006)	\$115,996	\$18	\$0	\$48,199	
January	\$196	\$0	\$231,534	\$7,988	(\$16,955)	\$107,028	\$0	\$0	\$48,199	
February	\$177	\$0	\$231,710	\$3,104	(\$16,597)	\$93,536	\$0	\$0	\$48,199	
March	\$202	\$0	\$231,913	\$51,648	(\$21,504)	\$123,680	\$2	\$0	\$48,201	
April	\$0	\$0	\$231,913	\$0	\$0	\$123,680	\$0	\$0	\$48,201	
May	\$0	\$0	\$231,913	\$0	\$0	\$123,680	\$0	\$0	\$48,201	
June	\$0	\$0	\$231,913	\$0	\$0	\$123,680	\$0	\$0	\$48,201	
July	\$0	\$0	\$231,913	\$0	\$0	\$123,680	\$0	\$0	\$48,201	
August	\$0	\$0	\$231,913	\$0	\$0	\$123,680	\$0	\$0	\$48,201	
September	\$0	\$0	\$231,913	\$0	\$0	\$123,680	\$0	\$0	\$48,201	
Green Bank			Tex Pool Accounts			Oakwood Bank				
Beginning Balance:	\$	27,103	Balance	\$548,391.00	Balance	\$231,136.00				
Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance		
October	\$34	\$0	\$27,137	\$843	\$0	\$549,234	\$442	\$0	\$231,578	
November	\$29	\$0	\$27,166	\$964	\$0	\$550,198	\$276	\$0	\$231,854	
December	\$28	\$0	\$27,194	\$856	\$0	\$551,054	\$305	\$0	\$232,159	
January	\$31	\$0	\$27,225	\$846	\$0	\$551,900	\$296	\$0	\$232,454	
February	\$26	\$0	\$27,251	\$773	\$0	\$552,673	\$228	\$0	\$232,682	
March	\$12	\$0	\$27,263	\$500,713	\$0	\$1,053,386	\$133	\$0	\$232,816	
April	\$0	\$0	\$27,263	\$0	\$0	\$1,053,386	\$0	\$0	\$232,816	
May	\$0	\$0	\$27,263	\$0	\$0	\$1,053,386	\$0	\$0	\$232,816	
June	\$0	\$0	\$27,263	\$0	\$0	\$1,053,386	\$0	\$0	\$232,816	
July	\$0	\$0	\$27,263	\$0	\$0	\$1,053,386	\$0	\$0	\$232,816	
August	\$0	\$0	\$27,263	\$0	\$0	\$1,053,386	\$0	\$0	\$232,816	
September	\$0	\$0	\$27,263	\$0	\$0	\$1,053,386	\$0	\$0	\$232,816	

Town of Shady Shores
Financial Statement
As of March 31, 2020

5/12/2020 04:13 PM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	113,252.93	152,537.21	(39,284.28)	1,474,942.76	1,830,869.00	80.56%	355,926.24
Court Revenue	1,551.89	1,666.67	(114.78)	10,001.04	20,000.00	50.01%	9,998.96
Revenue Totals	<u>114,804.82</u>	<u>154,203.88</u>	<u>(39,399.06)</u>	<u>1,484,943.80</u>	<u>1,850,869.00</u>	<u>80.23%</u>	<u>365,925.20</u>
Expense Summary							
Not Categorized	154,187.00	139,996.47	14,190.53	724,224.55	1,680,122.00	43.11%	955,897.45
Personnel	21,889.92	14,228.92	7,661.00	96,086.56	170,747.00	56.27%	74,660.44
Expense Totals	<u>176,076.92</u>	<u>154,225.39</u>	<u>21,851.53</u>	<u>820,311.11</u>	<u>1,850,869.00</u>	<u>44.32%</u>	<u>1,030,557.89</u>

Town of Shady Shores
Financial Statement
As of March 31, 2020

5/12/2020 04:13:36 PM

100 - General Fund	Administrative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Personnel	21,765.26	14,228.92	7,536.34	95,566.87	170,747.00	55.97%	75,180.13
	Not Categorized	39,971.28	36,561.03	3,410.25	220,339.47	438,750.00	50.22%	218,410.53
	Administrative Totals	61,736.54	50,789.95	10,946.59	315,906.34	609,497.00	51.83%	293,590.66

100 - General Fund	Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Not Categorized	5,238.35	4,062.38	1,175.97	25,937.88	48,750.00	53.21%	22,812.12
	Municipal Court Totals	5,238.35	4,062.38	1,175.97	25,937.88	48,750.00	53.21%	22,812.12

100 - General Fund	Public Safety	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Personnel	124.66	0.00	124.66	519.69	0.00	0.00%	(519.69)
	Not Categorized	94,906.82	52,114.42	42,792.40	375,029.15	625,373.00	59.97%	250,343.85
	Public Safety Totals	95,031.48	52,114.42	42,917.06	375,548.84	625,373.00	60.05%	249,824.16

100 - General Fund	Development Services	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Not Categorized	2,077.85	2,641.67	(563.82)	12,987.85	31,700.00	40.97%	18,712.15
	Development Services Totals	2,077.85	2,641.67	(563.82)	12,987.85	31,700.00	40.97%	18,712.15

100 - General Fund	Community Outreach	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Not Categorized	60.00	1,116.47	(1,056.47)	4,842.45	13,400.00	36.14%	8,557.55
	Community Outreach Totals	60.00	1,116.47	(1,056.47)	4,842.45	13,400.00	36.14%	8,557.55

100 - General Fund ☐	Engineering	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Not Categorized	7,997.28	10,000.00	(2,002.72)	65,022.01	120,000.00	54.19%	54,977.99
	Engineering Totals	<u>7,997.28</u>	<u>10,000.00</u>	<u>(2,002.72)</u>	<u>65,022.01</u>	<u>120,000.00</u>	<u>54.19%</u>	<u>54,977.99</u>
100 - General Fund ☐	Public Works	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Not Categorized	3,935.42	33,500.50	(29,565.08)	19,815.74	402,149.00	4.93%	382,333.26
	Public Works Totals	<u>3,935.42</u>	<u>33,500.50</u>	<u>(29,565.08)</u>	<u>19,815.74</u>	<u>402,149.00</u>	<u>4.93%</u>	<u>382,333.26</u>
	Expense Totals	<u>176,076.92</u>	<u>154,225.39</u>	<u>21,851.53</u>	<u>820,311.11</u>	<u>1,850,869.00</u>	<u>44.32%</u>	<u>1,030,557.89</u>



AGENDA MEMORANDUM

DATE: May 18, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Purchasing Agreement Denton County- Consider and act on approval of an interlocal purchasing agreement with Denton County.

BACKGROUND/INFORMATION:

Attached is a new joint agreement which will allow Denton County to make purchases off of the Town of Shady Shores Cooperative Contracts as well as allow the Town of Shady Shores to purchase off of Denton County's Cooperative Contracts.

FINANCIAL IMPLICATIONS:

approving the agreement may provide cost saving opportunities for the Town of Shady Shores when purchasing various goods and services.

RECOMMENDATION/ACTION DESIRED:

Approve the agreement.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Interlocal Cooperative Purchasing Agreement - Town of Shady Shores

REVIEWED BY:

**INTERLOCAL COOPERATIVE PURCHASING AGREEMENT
BETWEEN THE TOWN OF SHADY SHORES AND DENTON COUNTY, TEXAS**

STATE OF TEXAS

COUNTY OF DENTON

THIS AGREEMENT is made on the _____ day of _____, 2020, between the Denton County, and the **Town of Shady Shores**; jointly referred to herein as “parties”.

WHEREAS, the respective parties are authorized by the Interlocal Cooperation Act, V.T.C.A. Government Code, Chapter 791, to enter into joint contracts and agreements for the performance of governmental functions and services including administrative functions normally associated with the operation of government such as purchasing of necessary materials and supplies;

WHEREAS, it is the desire of the aforesaid parties to comply with and further the policies and purpose of the Interlocal Cooperation Act;

WHEREAS, the parties cannot normally obtain the best possible purchase price for materials and supplies acting individually and without cooperation; and

WHEREAS, it is deemed in the best interest of all parties that said governments do enter into a mutually satisfactory agreement for the purchase of certain materials and supplies;

WHEREAS, the parties, in performing governmental functions or in paying for the performance of governmental functions hereunder shall make that performance or those payments from current revenues legally available to that party;

NOW, THEREFORE, the parties hereto, in consideration of the mutual covenants and conditions contained herein and pursuant to the authority permitted under the Interlocal Cooperation Act, promise and agree as follows:

**I.
Purpose**

The purpose of this Agreement is to authorize the parties’ mutual participation in various contracts for the purchase of various goods and services. Participation in this cooperative program will be highly beneficial to the taxpayers of the participating parties through anticipated savings to be realized.

II. Duration of Agreement

This Agreement shall be in effect from the date of execution until terminated by either party to the agreement.

III. Relationship of Parties

It is agreed that the parties, in receiving products and/or services specified in this agreement, shall act as an independent purchaser and shall have control of its needs and the manner in which they are acquired. Neither party is an agent, employee or joint enterprise of the other, and each party is responsible for its own actions, forbearance, negligence and deeds, and for those of its agents or employees, in conjunction with the utilization and/or cooperative solicitation of any Supplier Agreement obtained in accordance with Texas law.

Parties shall notify all participating entities of available contracts to include terms of contract, commodity cost, contact names and addresses, and shall keep participating parties informed of all changes to the Cooperative Purchasing list of contracts.

Nothing in this agreement shall prevent any participating party from accepting and awarding bids for commodities subject to this agreement individually and in its own behalf.

Purchasing Agent is hereby designated as the official representative to act for Denton County in all matters relating to this agreement.

_____ is hereby designated as the official representative to act for the **Town of Shady Shores** in all matters relating to this agreement.

IV. Purchase of Goods and Services

All products and services shall be procured in accordance with procedures governing competitive bids and competitive proposals.

The parties will be able to purchase from those contracts established by the other where notice has been given in the specifications and successful bidder has accepted terms for Cooperative Purchasing Agreements for local governments.

The parties hereto agree that the ordering of products and services through this agreement shall be their individual responsibility and that the successful bidder or bidders shall bill each party directly, or as deemed advantageous to both parties.

The parties agree to pay successful bidders or anticipating governments directly for all products or services received from current revenues available for such purchase. Each party shall be liable to the successful bidder only for products and services ordered by and received by it, and shall not by the execution of this agreement assume any additional liability.

Parties do not warrant and are not responsible for the quality or delivery of products or services from successful bidder. The participating parties shall receive all warranties provided by successful bidder for the products or services purchased.

In the event that any dispute arises between individual parties and a successful bidder, the same shall be handled by and between the participating party's governmental body and the bidder.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their authorized officers thereon the day and the year first above written.

DENTON COUNTY, TEXAS

By: Andy Eads
Denton County Judge

By:
TOWN OF SHADY SHORES

Acting on behalf of and by authority
of the Denton County Commissioners Court

Approved as to content:

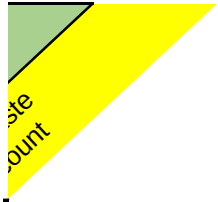
Director of Purchasing

Approved as to form:

Assistant District Attorney

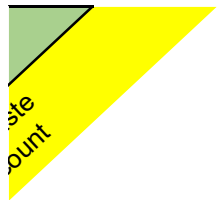
INVESTMENT COMMITTEE REPORT JANUARY 2020-MARCH 2020

	Total Investments	Independent Bank Reserve Account	Greenbank Reserve Account	TX Republic Reserve Account	Access Bank	Fund Balance	Tex Pool	Oakwood Bank	General Fund	Solid Waste Account
Beginning of the Period	\$2,227,801	\$330,074	\$27,114	\$231,534	\$50,256	\$48,181	\$551,054	\$231,137	\$642,455	\$115,996
Additions	\$1,093,989		\$0	\$0	\$0	\$0	\$500,000	\$0	\$531,518	\$62,471
Withdrawals	(\$783,842)		\$0	\$0	\$0	\$0	\$0	\$0	(\$728,786)	(\$55,056)
Accumulated Interest	\$7,191	\$123	\$69	\$575	\$18	\$18	\$2,332	\$1,679	\$2,108	\$269
End of Period	\$2,545,139	\$330,197	\$27,183	\$232,109	\$50,274	\$48,199	\$1,053,386	\$232,816	\$447,295	\$123,680
Average Interest Rate										
1st Month of the Period - January	2.66%	15.00%	0.50%	1.00%	0.15%	0.15%	1.87%	2.24%	1.50%	1.50%
2nd Month of the Period - February	2.66%	15.00%	0.50%	1.00%	0.15%	0.15%	1.87%	2.24%	1.50%	1.50%
3rd Month of the Period - March	2.27%	15.00%	0.50%	1.00%	0.15%	0.15%	1.00%	0.66%	1.00%	1.00%
Percent of Change	14.24%	0.04%	0.25%	0.25%	0.04%	0.04%	91.16%	0.73%	-30.38%	6.62%
Is this investment in compliance with:										
Investment Policy	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes
Relevant Provision of PFIA (Public Funds Investment Act)	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes
MAYORS SIGNATURE										
DATE										



INVESTMENT COMMITTEE REPORT JANUARY 2020-MARCH 2020

	Total Investments	Independent Bank Reserve Account	Greenbank Reserve Account	TX Republic Reserve Account	Access Bank	Fund Balance	Tex Pool	Oakwood Bank	General Fund	Solid Waste Account
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Accumulated Interest	\$7,191	\$123	\$69	\$575	\$18	\$18	\$2,332	\$1,679	\$2,108	\$269
End of Period	\$2,545,139	\$330,197	\$27,183	\$232,109	\$50,274	\$48,199	\$1,053,386	\$232,816	\$447,295	\$123,680
Average Interest Rate										
1st Month of the Period - April	2.39%	15.00%	0.50%	0.80%	0.15%	0.15%	2.38%	2.24%	0.15%	0.15%
2nd Month of the Period - May	2.39%	15.00%	0.50%	0.80%	0.15%	0.15%	2.38%	2.24%	0.15%	0.15%
3rd Month of the Period - June	2.41%	15.00%	0.50%	0.80%	0.15%	0.15%	2.52%	2.27%	0.15%	0.15%
Percent of Change	14.24%	0.04%	0.25%	0.25%	0.04%	0.04%	91.16%	0.73%	-30.38%	6.62%
Is this investment in compliance with:										
Investment Policy	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes
Relevant Provision of PFIA (Public Funds Investment Act)	Yes	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes
MAYORS SIGNATURE										
DATE										



Collateralization Levels

Required Level:

105.00%

Time Deposits

Maturity	Face Value	Accrued Interest		Total
	0.00	0.00		0.00
Total	0.00	0.00		0.00

Collateral Securities

CUSIP	Face Value	Description	Book Value	Market Value
31xxxxx	2,000,000.00	Federal FARM CR BKS	2,233,236.26	2,395,520.00
313xxx	300,000.00	Federal FARM CR BKS	306764.12	320,529.90
Total Market Value	2,300,000.00		2,540,000.38	2,716,049.90
+ FDIC Insurance				250,000.00
Total MV + Insurance				2,966,049.90

Total Collateralization Level

Mar-20

\$949,269

0%



AGENDA MEMORANDUM

DATE: May 11, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: **Budget Worksession- Conduct a work session relative to the FY 2021 Budget. Provide staff direction and input.**

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



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

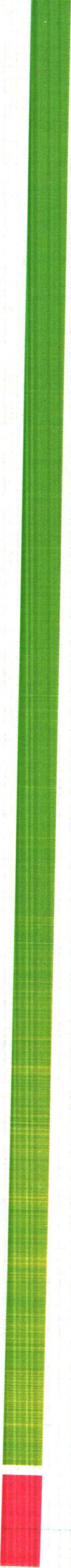
- ❑ The City annually maintains drainage and right-of-way areas by providing manpower and materials for routine cleaning and maintenance of roadside ditches, creeks, channels, the storm water collection system, and inlet boxes.
- ❑ The City also provides personnel to implement and manage the City-wide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



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

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 (Survey Cities)	1st Year of Drainage Fee	Dominant Monthly 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 <6,000 to >215,000 sq. ft. \$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 <600 to > 6,000 sq ft. \$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 <1 acre to >5 acres \$3.95, \$3.41, \$2.87
Frisco	2009	\$ 2.00	Yes	Lot Area Basis <5,000 to >20,000 parcel sq. ft. \$1.20, \$2.00, \$3.85
Ft. Worth	2006	\$ 5.40	Four Tiers	Living + Garage Capacity Basis <1,300 to >3,394 living sq. ft./0-4 garage capacities \$2.70, \$5.40, \$8.10, \$10.80
Garland	1991	\$ 2.88	Three Tiers	Lot Area Basis <3,750 to >11,500 sq. ft. \$1.44, \$2.88, \$4.32
Grand Prairie	1993	\$ 3.76	Three Tiers	Impervious Area Sq Ft Basis <1,000 to >2,500 sq. ft. \$1.50, \$3.76, \$4.35
Grapevine	1997	\$4.00	Single Tier	Lot Area Basis <5,000 & >5,000 SF \$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 <4,750 to >6,450 sq. ft. \$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 (Survey Cities)	COMMERCIAL		MULTIFAMILY		Exemptions
	Commercial Rate Info	Rate per 100 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. Vacant/undeveloped property \$57.10 max.	City and State facilities are exempted.
Denton	\$1.00186 per sq ft IA Based on Building Sq Ft <25K \$29.37, 25-50K \$40.05, >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	\$1.057 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	\$1.1068 per 100 sq ft IA	\$0.106800	\$2.89 per Unit	No	City properties only
Grapevine	\$4.00 per 6406 sq ft IA Based on Parcel Sq Ft 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 Data	Total Bldg Sq Ft per Fire Inspection Data	% Bldg Sq Ft to Total	% of Commercial & MF Budget by 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
		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	Commercial & MF Accts Spread same % as Fire Insp Data	STW #
<50,000	546,329	1,653	
50,001 - 100,000	188,982	43	
>100,001	1,133,050	79	
		1,775	
		1,868,361	

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

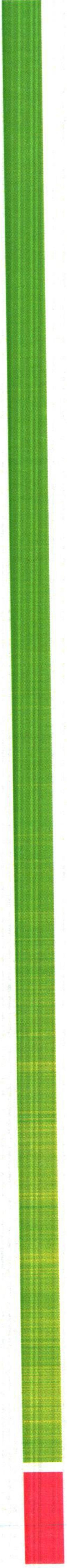
Parcel Size

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 Restaurant	Shopping Center	Large Office Complex	Apartment Complex 700 units
DRAINAGE FEES				
	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.

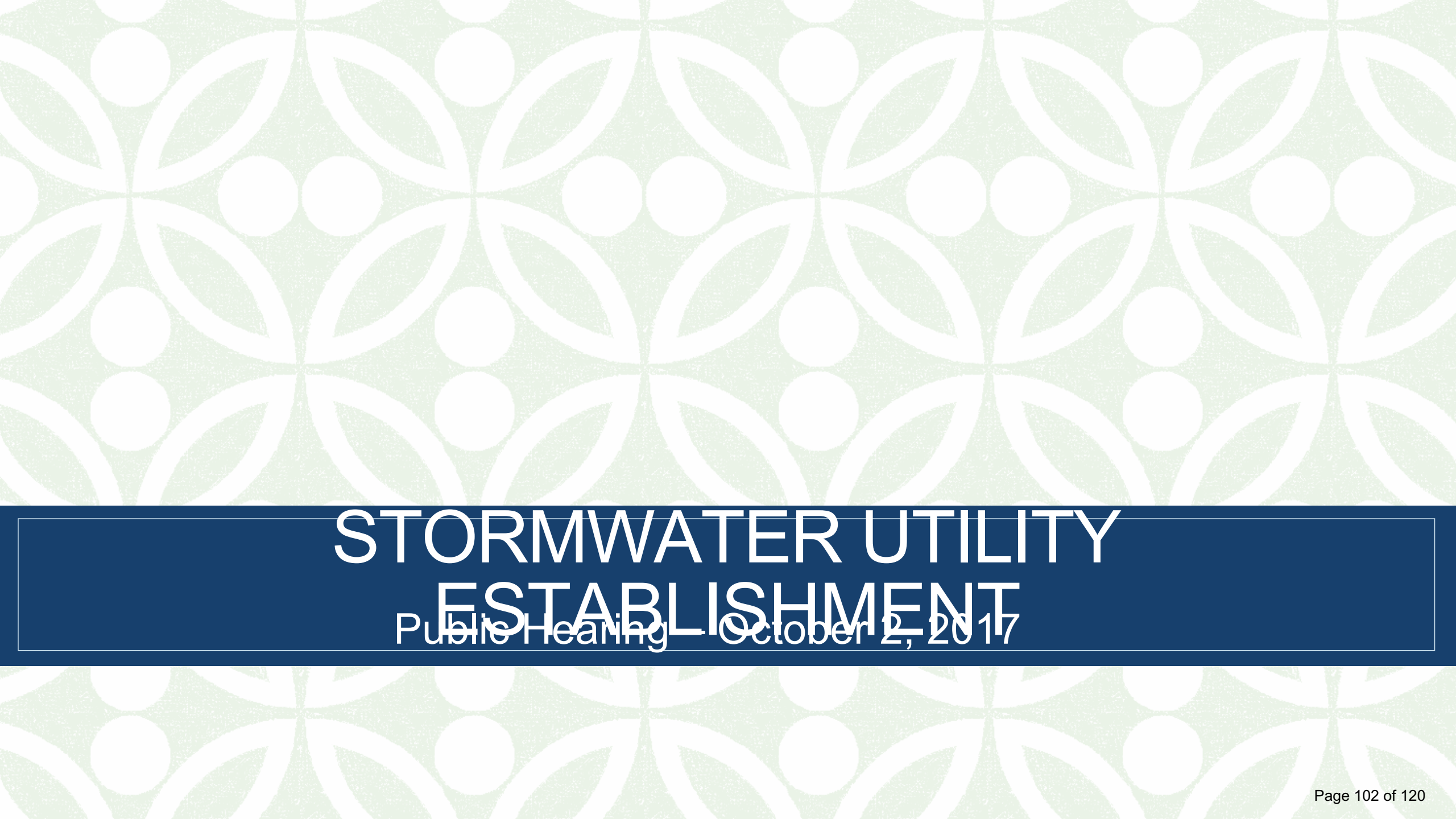
Commercial Accounts Recommendation

Fire Inspection Data		% of Commercial & MF Budget by Category	STW #	Calc Monthly Fee
Building Sq Ft			Accts Spread same % as Fire Insp Data	
<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

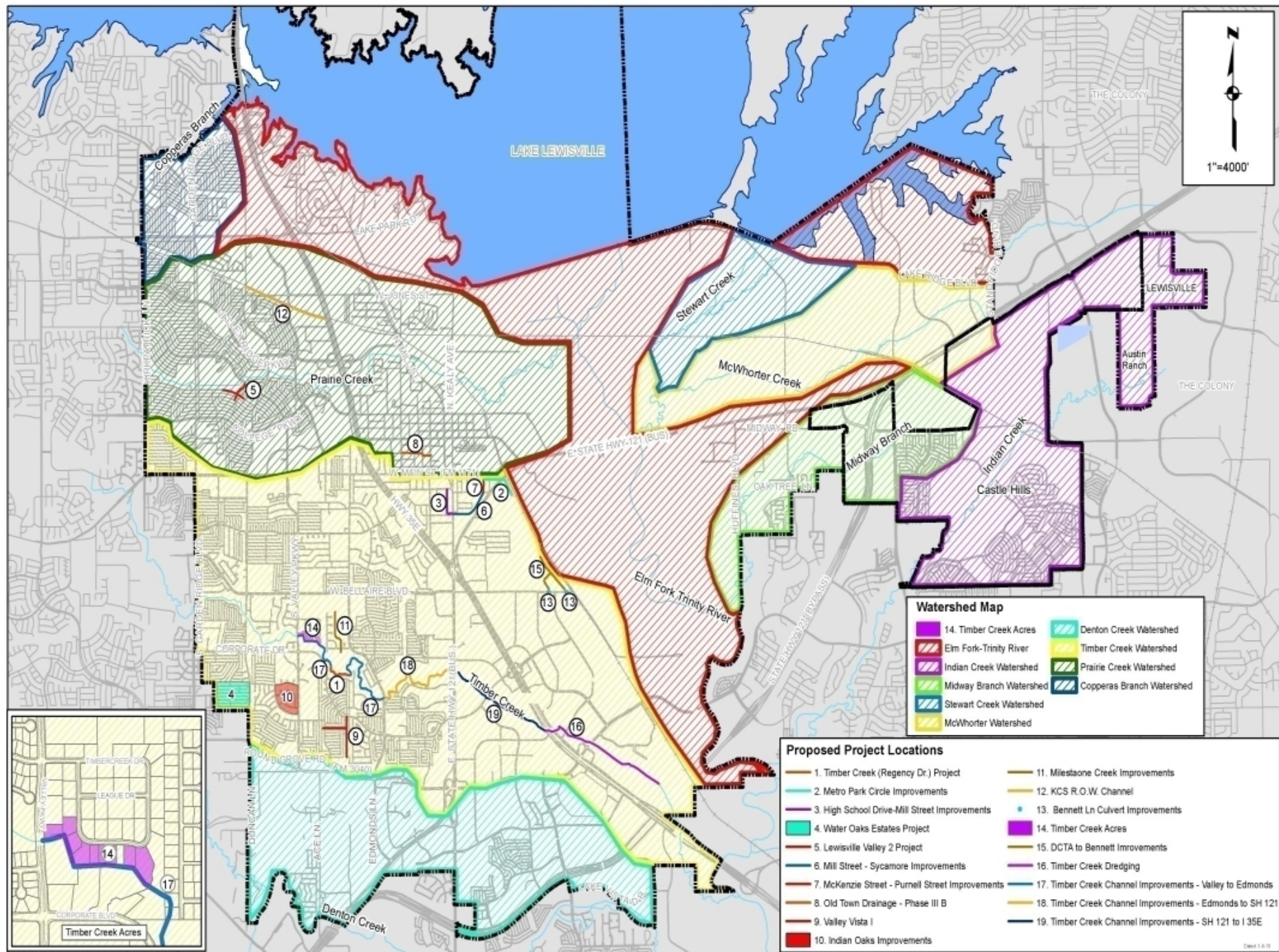
Stormwater Utility History

- 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



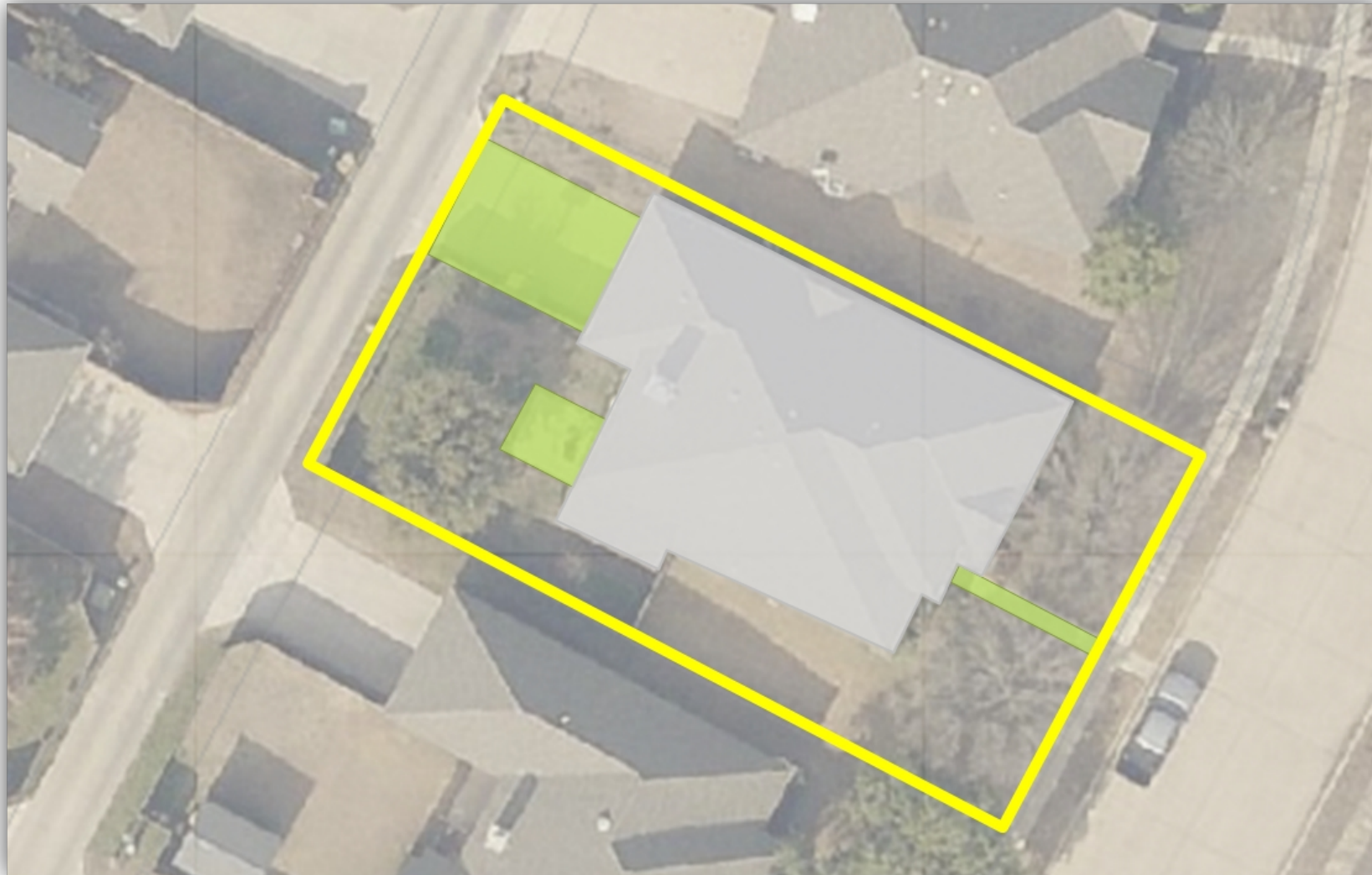
Impervious Area

- 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

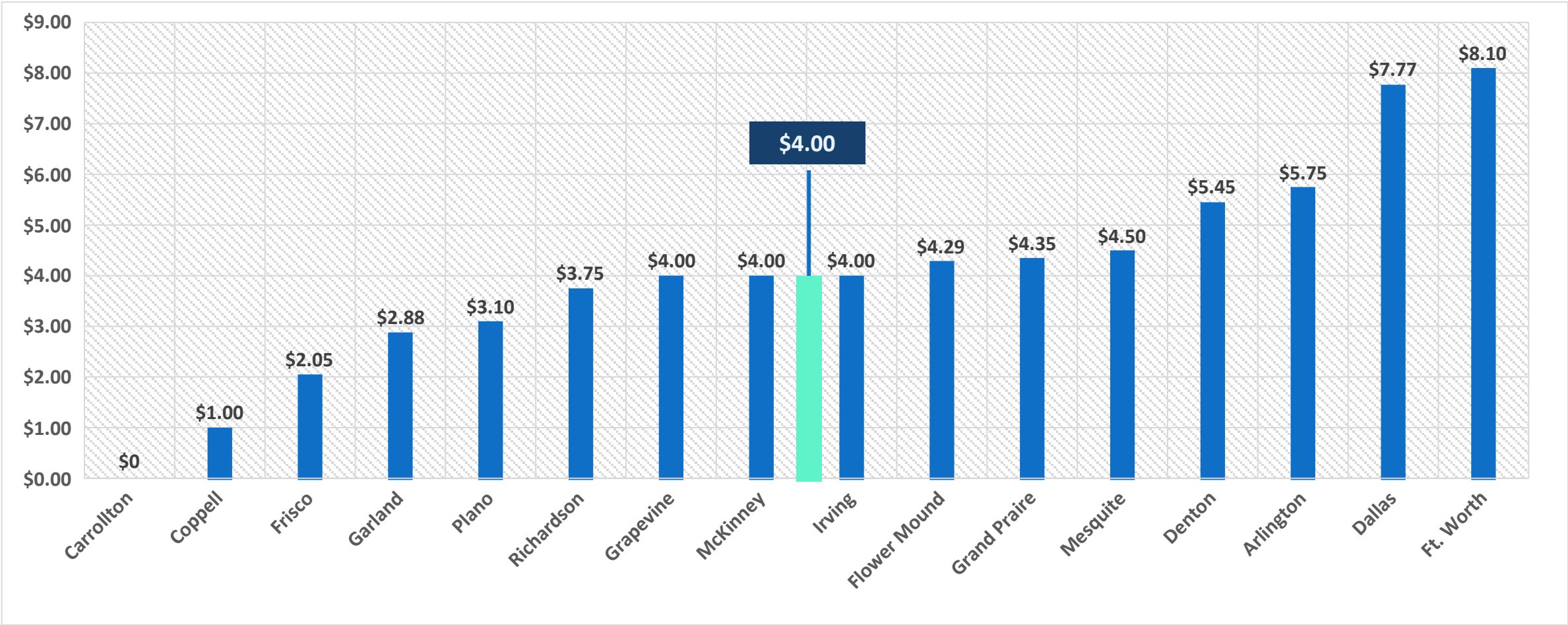
Reduces burden on homeowner, increases burden on commercial

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

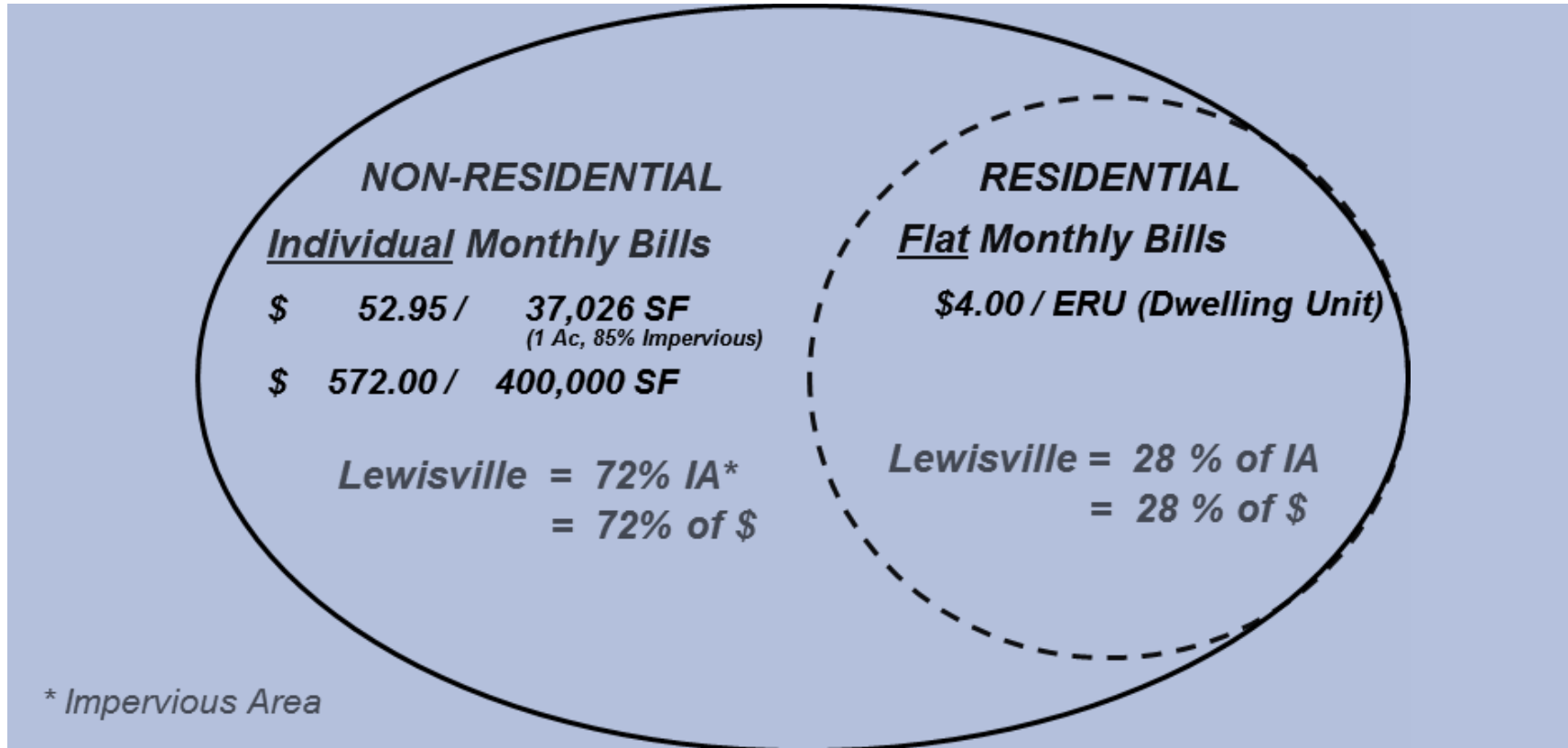


Single Family Residential 800 Block of Summit Peak

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

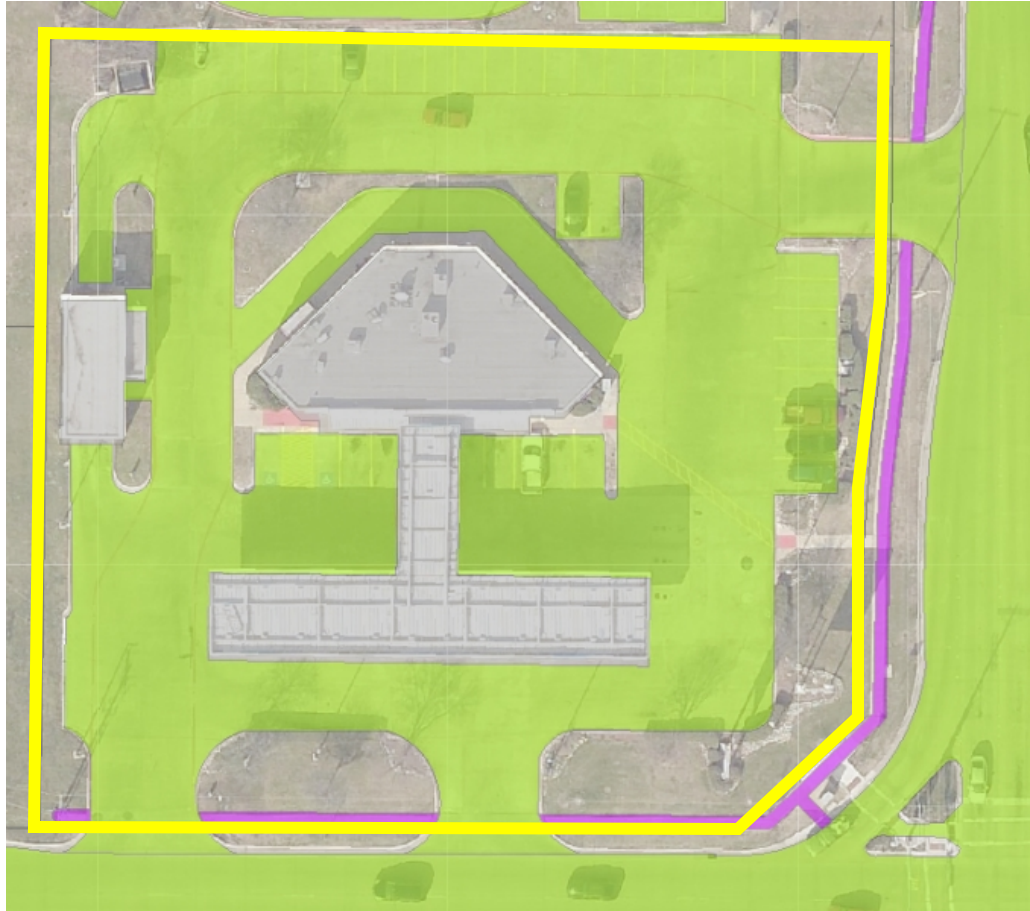
**Water & Sewer fees reflect new rate
in effect October 1st*

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 1st*

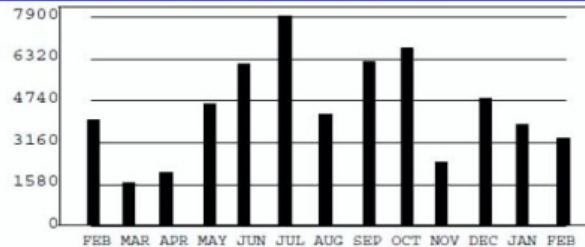
Billing



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

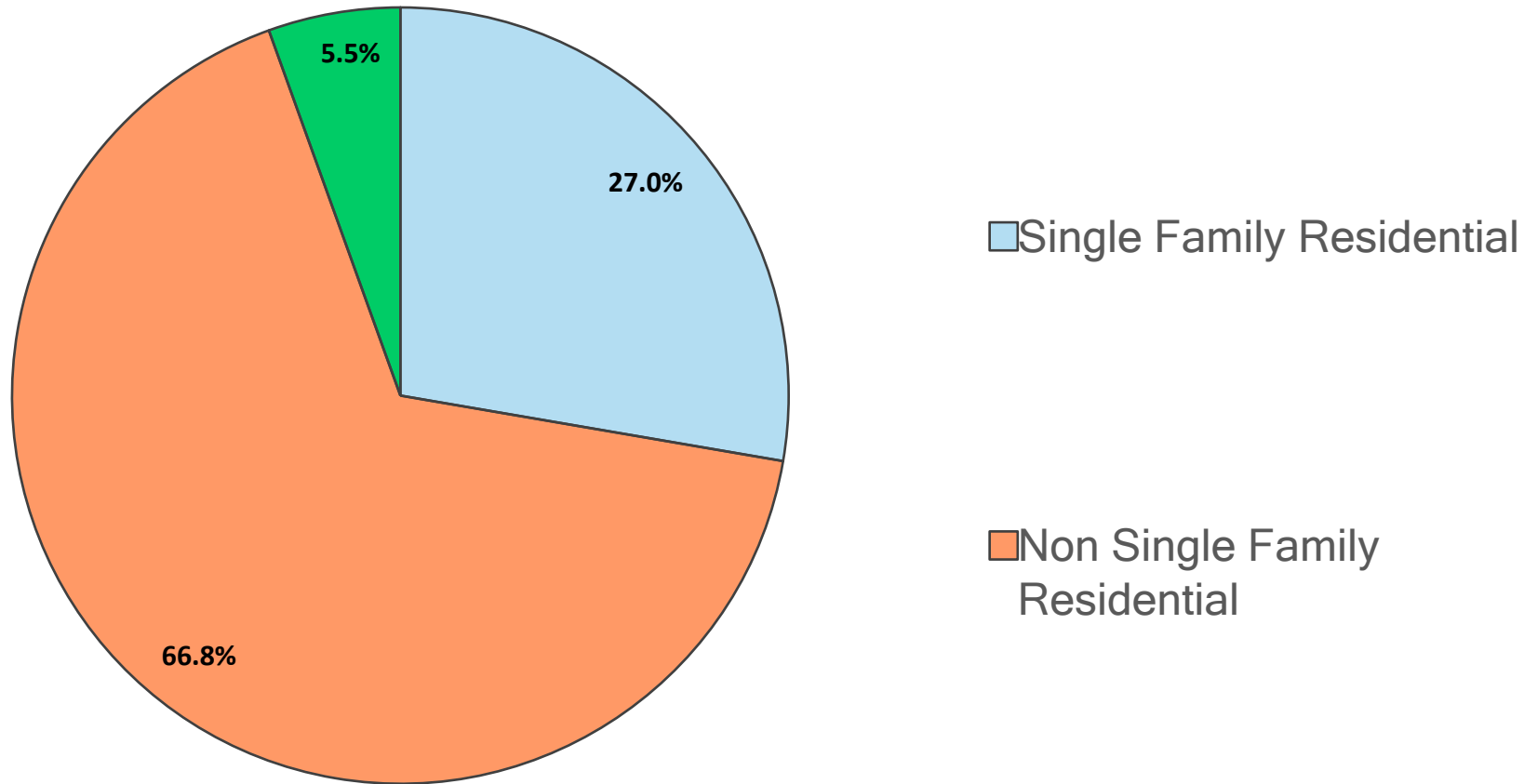
Water	18.75
Sewer	13.63
Refuse	11.46
Drainage	4.00
Sales Tax	0.95

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.**

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?