



**SHADY SHORES TOWN COUNCIL
REGULAR SESSION
SEPTEMBER 14, 2020; 7:00 PM
VIRTUAL MEETING
SHADY SHORES, TX 76208**

THIS WILL BE A VIRTUAL MEETING; TOWN HALL WILL BE OPEN FOR PERSONS WHO WISH TO ADDRESS THE TOWN COUNCIL. COUNCILMEMBERS MAY BE IN ATTENDANCE VIA ZOOM MEETING OR IN PERSON. RESIDENTS WISHING TO ATTEND THE MEETING IN PERSON WILL BE REQUIRED TO WEAR A MASK AND HAVE THEIR TEMPERATURE TAKEN PRIOR TO ADMITTANCE. PARTICIPANTS ARE ENCOURAGED TO ATTEND BY COMPUTER OR PHONE USING THE INFORMATION BELOW TO JOIN

**When: Sep 14, 2020 07:00 PM Central Time (US and Canada)
Topic: Shady Shores Town Council Regular Meeting**

**Register in advance for this webinar:
https://us02web.zoom.us/webinar/register/WN_7djCcll1QKajlvWTnT8Ztg**

After registering, you will receive a confirmation email containing information about joining the webinar.

CALL TO ORDER

ROLL CALL

Establish a quorum.

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

PROCLAMATIONS, PRESENTATIONS AND AWARDS

1. Mayor Aughinbaugh will present a proclamation in observance of Live United.

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

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

9. Announcements

- Early Voting will be held at the Community Center beginning October 13
- Demand Survey Lake Cities Broad band

CONSENT AGENDA

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

10. Minutes- Consider and act on approval of the minutes of the August 10, 2020 Regular Town Council meeting and the August 19, 2020 Special Called meeting (Public Hearing).

11. Investment Policy- Consider and act on approval of a Resolution updating the Town of Shady Shores Investment Policy.

12. Investment Committee Report- Consider and act on a recommendation from the Investment Committee to maximize interest rates.

13. Resolution- Consider and act on approval of a Resolution allowing the Town of Shady Shores to participate in Logic Investment Pool.

14. RFP Audio Visual Improvements- Consider and act on authorizing the Town Administrator to advertise for proposals to make improvements to the audio and visual equipment.

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

15. Public Hearing - Conduct a public hearing to receive public input on the 2020 Proposed Tax Rate.

A) Open Public Hearing

B) Those in Favor

C) Those Opposed

D) Close Public Hearing

16. FY 2020/21 Budget- Consider and act on approval of the 2021 Fiscal Year Budget

17. 2020 Tax Rate- Consider and Act on Approval of the 2020 Tax Rate to fund the 2020/21 Fiscal Year Budget.

18. Span Contract- Consider and act on approval of a contract with Span-Transit for services for the 2021 Fiscal Year.

19. Board Member Appointments- Consider and act on appointing officials to serve on the following boards and or commissions;

Planning and Zoning Commission

Keep Shady Shores Beautiful

20. Interlocal Agreement- Consider and act on approval of an Interlocal Agreement with the City of Lake Dallas and the City of Corinth to Survey Dobbs Road.

21. Worksession: Conduct a worksession relative to the Town of Shady Shores sign Ordinance.

22. Health Insurance- Consider and act on approval of the 2020/2021 Employee Health Insurance Plan.

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



PROCLAMATION

WHEREAS, United Way of Denton County is unparalleled in the power to convene partners, providers, and resources to address the needs of neighbors in crisis; and

WHEREAS, United Way of Denton County has been identifying Denton County's needs and responding to them for over 65 years; and

WHEREAS, United Way of Denton County works with a network of nonprofits across Denton County to address needs, including feeding those who face food insecurity; preparing children for success in school, work, and life; and connecting those in crisis with resources to pay bills and stay in their homes; and

WHEREAS, United Way of Denton County is committed this year more than ever before to bring people together to help our communities recover and thrive;

NOW, THEREFORE, I Cindy Aughinbaugh do hereby proclaim **September 2020 LIVE UNITED Month** and ask you to join United Way of Denton County board, donors, volunteers and partners in calling on all residents of Shady Shores to LIVE UNITED.

Cindy Aughinbaugh, Mayor

Address	Notes	Code
Aug 28, 2020 11:00 AM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Aug 21, 2020 5:12 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Aug 17, 2020 3:51 PM 20 terra evergreen	we picked up a contained stray dog from this address	Animal Control
Aug 16, 2020 11:28 AM area of garza and 6th	we responded to a reported loose livestock	Animal Control
Aug 15, 2020 11:27 AM area of 6th and taylor	we responded to a reported loose livestock	Animal Control
Aug 12, 2020 3:59 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control

Address	Notes	Code
Aug 6, 2020 4:50 PM 300 shahan ln	we responded to a dog stuck under a building	Animal Control
Aug 5, 2020 1:54 PM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control

Case Summary Report

9/9/2020

Case Information for Years 2019 - 2020

2020

Violations	Aug	Totals
Failure to Obtain a Building Permit	1	1
Prohibited vehicle parking	1	1
Parking Violation	3	3
High Grass & Weeds	4	4
Totals	9	9

2019

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



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					2
Animal rescue													0
Arcing, shorted electrical equipment			2	1				1					4
Assist Police or other agency						1	1	1					3
Assist invalid		1					3	1					5
Authorized controlled burning	4	3	3		5	4	3	1					23
Brush or brush-and-grass mixture fire													0
Building fire			1										1
Carbon monoxide incident													0
Carbon Monoxide detector No CO						1							1
Citizen complaint													0
Chimney Fire Contained to Chimney													0
Cooking Fire Confined to Container													0
Dispatched & cancelled en route	1				1								2
Electrical wiring/equipment problem, Other													0
Elevator Rescue													0
Emergency medical service, other					1								1
EMS call, excluding vehicle accident with injury	5	5	6	5	5	11	10	7					54
False alarm or false call, Other						1							1
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)					1								1
Lock-out	1			1		1		3					6
Motor vehicle accident with injuries								1					1
Motor Vehicle Accident with no injuries													0
Motor Vehicle/Pedestrian Accident													0
No Incident found on arrival at dispatch address								1					1
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		1		1					4
Public Education	1												1
Public service				2	1								3
Rescue or EMS Standby					1								1
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								1					1
Water or steam leak													0
Total	12	10	14	17	15	20	17	19	0	0	0	0	124

Incident Type Details	2020-08-01	Total
321 - EMS call, excluding vehicle accident with injury	142	142
511 - Lock-out	16	16
611 - Dispatched & canceled en route	14	14
324 - Motor vehicle accident with no injuries.	13	13
322 - Motor vehicle accident with injuries	14	14
622 - No incident found on arrival at dispatch address	5	5
554 - Assist invalid	12	12
551 - Assist police or other governmental agency	2	2
745 - Alarm system activation, no fire - unintentional	5	5
735 - Alarm system sounded due to malfunction	3	3
631 - Authorized controlled burning	1	1
143 - Grass fire	2	2
553 - Public service	3	3
341 - Search for person on land	3	3
331 - Lock-in (if lock out , use 511)	2	2
411 - Gasoline or other flammable liquid spill	2	2
571 - Cover assignment, standby, moveup	2	2
111 - Building fire	4	4
412 - Gas leak (natural gas or LPG)	1	1
445 - Arcing, shorted electrical equipment	3	3
522 - Water or steam leak	1	1
444 - Power line down	1	1
700 - False alarm or false call, other	1	1
131 - Passenger vehicle fire	3	3
733 - Smoke detector activation due to malfunction	1	1
743 - Smoke detector activation, no fire - unintentional	4	4
740 - Unintentional transmission of alarm, other	1	1
552 - Police matter	1	1
162 - Outside equipment fire	1	1
140 - Natural vegetation fire, other	1	1
350 - Extrication, rescue, other	1	1
713 - Telephone, malicious false alarm	1	1
340 - Search for lost person, other	1	1
651 - Smoke scare, odor of smoke	1	1
151 - Outside rubbish, trash or waste fire	1	1
652 - Steam, vapor, fog or dust thought to be smoke	1	1
Total	270	270

Alarm Date between 2020-08-01 and 2020-09-01

Total Calls by District

District	2020-08-01	Total
Corinth	126	126
Lake Dallas	66	66
Hickory Creek	40	40
Denton County	12	12
Shady Shores	19	19
Little Elm	4	4
Lewisville	8	8
Denton	2	2
Total	277	277

Incident Date	Incident Number	NFIRS Number	Incident Type Code	Incident Type	District	Status
8/1/2020	20001965	0000765	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/1/2020	20001966	0000766	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/1/2020	20001967	0000767	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/1/2020	20001968	0000768	511	Lock-out	Hickory Creek	1
8/1/2020	20001969	0000769	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/1/2020	20001970	0000770	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/1/2020	20001971	0000771	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/1/2020	20001972	0000772	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/1/2020	20001973	0000773	324	Motor vehicle accident with no injuries.	Corinth	1
8/1/2020	20001974	0000774	611	Dispatched & canceled en route	Corinth	1
8/1/2020	20001975	0000775	321	EMS call, excluding vehicle accident with injury	Denton County	1
8/1/2020	20001976	0000777	322	Motor vehicle accident with injuries	Hickory Creek	1
8/1/2020	20001977	0000776	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/1/2020	20001978	0000778	622	No incident found on arrival at dispatch address	Shady Shores	1
8/2/2020	20001979	0000779	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/2/2020	20001980	0000780	322	Motor vehicle accident with injuries	Denton County	1
8/2/2020	20001981	0000781	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/2/2020	20001982	0000782	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/3/2020	20001983	0000783	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/3/2020	20001984	0000784	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/3/2020	20001985	0000785	321	EMS call, excluding vehicle accident with injury	Shady Shores	1
8/3/2020	20001986	0000786	322	Motor vehicle accident with injuries	Hickory Creek	1
8/3/2020	20001987	0000787	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/3/2020	20001988	0000788	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/3/2020	20001989	0000789	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/3/2020	20001990	0000790	322	Motor vehicle accident with injuries	Corinth	1
8/3/2020	20001991	0000791	321	EMS call, excluding vehicle accident with injury	Shady Shores	1
8/3/2020	20001992	0000792	554	Assist invalid	Hickory Creek	1
8/4/2020	20001993	0000793	551	Assist police or other governmental agency	Hickory Creek	1
8/4/2020	20001994	0000794	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/4/2020	20001995	0000795	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/4/2020	20001996	0000796	745	Alarm system activation, no fire - unintentional	Corinth	1

8/4/2020	20001997	0000797	511	Lock-out	Shady Shores	1
8/4/2020	20001998	0000798	511	Lock-out	Hickory Creek	1
8/4/2020	20001999	0000799	735	Alarm system sounded due to malfunction	Corinth	1
8/4/2020	20002000	0000800	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/4/2020	20002001	0000801	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/4/2020	20002002	0000802	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/5/2020	20002003	0000803	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/5/2020	20002004	0000804	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/5/2020	20002005	0000805	631	Authorized controlled burning	Shady Shores	1
8/5/2020	20002006	0000806	511	Lock-out	Corinth	1
8/5/2020	20002007	0000807	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/5/2020	20002008	0000808	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/6/2020	20002009	0000809	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/6/2020	20002010	0000810	745	Alarm system activation, no fire - unintentional	Corinth	1
8/6/2020	20002011	0000811	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/6/2020	20002012	0000813	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/6/2020	20002013	0000812	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/6/2020	20002014	0000814	143	Grass fire	Corinth	1
8/6/2020	20002015	0000815	611	Dispatched & canceled en route	Hickory Creek	1
8/6/2020	20002016	0000816	511	Lock-out	Corinth	1
8/6/2020	20002017	0000817	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/7/2020	20002018	0000818	554	Assist invalid	Lake Dallas	1
8/7/2020	20002019	0000819	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/7/2020	20002020	0000820	553	Public service	Hickory Creek	1
8/7/2020	20002021	0000821	322	Motor vehicle accident with injuries	Corinth	1
8/7/2020	20002022	0000822	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/8/2020	20002023	0000823	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/8/2020	20002024	0000824	554	Assist invalid	Corinth	1
8/8/2020	20002025	0000825	321	EMS call, excluding vehicle accident with injury	Little Elm	1
8/8/2020	20002026	0000826	554	Assist invalid	Corinth	1
8/8/2020	20002027	0000827	341	Search for person on land	Hickory Creek	1
8/8/2020	20002028	0000828	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/8/2020	20002029	0000829	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/8/2020	20002030	0000830	322	Motor vehicle accident with injuries	Lake Dallas	1
8/9/2020	20002031	0000831	554	Assist invalid	Corinth	1
8/9/2020	20002032	0000832	321	EMS call, excluding vehicle accident with injury	Corinth	1

8/9/2020	20002033	0000833	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/9/2020	20002034	0000834	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/9/2020	20002035	0000835	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/9/2020	20002036	0000836	554	Assist invalid	Corinth	1
8/9/2020	20002037	0000837	511	Lock-out	Corinth	1
8/10/2020	20002038	0000838	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/10/2020	20002039	0000839	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/10/2020	20002040	0000840	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/10/2020	20002041	0000841	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/10/2020	20002042	0000842	611	Dispatched & canceled en route	Lewisville	1
8/10/2020	20002043	0000844	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/10/2020	20002044	0000843	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/10/2020	20002045	0000845	735	Alarm system sounded due to malfunction	Shady Shores	1
8/10/2020	20002046	0000846	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/10/2020	20002047	0000847	511	Lock-out	Hickory Creek	1
8/10/2020	20002048	0000848	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/10/2020	20002049	0000849	331	Lock-in (if lock out , use 511)	Lake Dallas	1
8/10/2020	20002050	0000850	411	Gasoline or other flammable liquid spill	Lake Dallas	1
8/10/2020	20002051	0000851	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/10/2020	20002052	0000852	511	Lock-out	Shady Shores	1
8/10/2020	20002053	0000853	324	Motor vehicle accident with no injuries.	Corinth	1
8/11/2020	20002054	0000854	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/11/2020	20002055	0000855	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/11/2020	20002056	0000856	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/11/2020	20002057	0000857	745	Alarm system activation, no fire - unintentional	Corinth	1
8/11/2020	20002058	0000858	321	EMS call, excluding vehicle accident with injury	Denton	1
8/11/2020	20002059	0000859	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/12/2020	20002060	0000860	554	Assist invalid	Corinth	1
8/12/2020	20002061	0000861	511	Lock-out	Corinth	1
8/12/2020	20002062	0000862	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/12/2020	20002063	0000863	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/12/2020	20002064	0000864	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/12/2020	20002065	0000865	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/12/2020	20002066	0000866	622	No incident found on arrival at dispatch address	Lake Dallas	1
8/12/2020	20002067	0000867	321	EMS call, excluding vehicle accident with injury	Corinth	1

8/12/2020	20002068	0000868	571	Cover assignment, standby, moveup	Shady Shores	1
8/12/2020	20002069	0000869	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/12/2020	20002070	0000870	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/13/2020	20002071	0000871	322	Motor vehicle accident with injuries	Denton County	1
8/13/2020	20002072	0000872	622	No incident found on arrival at dispatch address	Corinth	1
8/13/2020	20002073	0000873	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/13/2020	20002074	0000874	735	Alarm system sounded due to malfunction	Lake Dallas	1
8/13/2020	20002075	0000875	324	Motor vehicle accident with no injuries.	Corinth	1
8/13/2020	20002076	0000876	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/13/2020	20002077	0000877	611	Dispatched & canceled en route	Corinth	1
8/13/2020	20002078	0000878	411	Gasoline or other flammable liquid spill	Hickory Creek	1
8/14/2020	20002079	0000879	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/14/2020	20002080	0000881	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/14/2020	20002081	0000880	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/14/2020	20002082	0000882	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/14/2020	20002083	0000883	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/14/2020	20002084	0000884	111	Building fire	Corinth	1
8/14/2020	20002085	0000885	611	Dispatched & canceled en route	Little Elm	1
8/14/2020	20002086	0000886	321	EMS call, excluding vehicle accident with injury	Shady Shores	1
8/15/2020	20002087	0000887	322	Motor vehicle accident with injuries	Lake Dallas	1
8/15/2020	20002088	0000888	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/15/2020	20002089	0000889	412	Gas leak (natural gas or LPG)	Corinth	1
8/15/2020	20002090	0000890	322	Motor vehicle accident with injuries	Denton County	1
8/15/2020	20002091	0000891	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/15/2020	20002092	0000892	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/15/2020	20002093	0000893	553	Public service	Corinth	1
8/15/2020	20002094	0000895	321	EMS call, excluding vehicle accident with injury	Denton County	1
8/15/2020	20002095	0000896	445	Arcing, shorted electrical equipment	Corinth	1
8/15/2020	20002096	0000897	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/16/2020	20002097	0000898	554	Assist invalid	Corinth	1
8/16/2020	20002098	0000899	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/16/2020	20002099	0000900	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/16/2020	20002100	0000901	445	Arcing, shorted electrical equipment	Corinth	1
8/16/2020	20002101	0000902	511	Lock-out	Shady Shores	1
8/16/2020	20002102	0000903	324	Motor vehicle accident with no injuries.	Hickory Creek	1
8/16/2020	20002103	0000904	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/16/2020	20002104	0000905	324	Motor vehicle accident with no injuries.	Lake Dallas	1

8/16/2020	20002105	0000906	522	Water or steam leak	Corinth	1
8/16/2020	20002106	0000907	444	Power line down	Shady Shores	1
8/16/2020	20002107	0000908	611	Dispatched & canceled en route	Corinth	1
8/16/2020	20002108	0000909	445	Arcing, shorted electrical equipment	Shady Shores	1
8/16/2020	20002109	0000910	700	False alarm or false call, other	Lake Dallas	1
8/16/2020	20002110	0000911	341	Search for person on land	Denton County	1
8/16/2020	20002111	0000912	341	Search for person on land	Denton County	1
8/16/2020	20002112	0000913	745	Alarm system activation, no fire - unintentional	Corinth	1
8/17/2020	20002113	0000914	554	Assist invalid	Corinth	1
8/17/2020	20002114	0000915	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/17/2020	20002115	0000916	554	Assist invalid	Shady Shores	1
8/17/2020	20002116	0000917	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/17/2020	20002117	0000918	511	Lock-out	Corinth	1
8/17/2020	20002118	0000919	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/17/2020	20002119	0000920	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/17/2020	20002120	0000921	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/17/2020	20002121	0000922	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/18/2020	20002122	0000923	321	EMS call, excluding vehicle accident with injury	Shady Shores	1
8/18/2020	20002123	0000924	131	Passenger vehicle fire	Hickory Creek	1
8/18/2020	20002124	0000925	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/18/2020	20002125	0000926	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/18/2020	20002126	0000927	553	Public service	Lake Dallas	1
8/18/2020	20002127	0000928	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/19/2020	20002128	0000929	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/19/2020	20002129	0000930	622	No incident found on arrival at dispatch address	Corinth	1
8/19/2020	20002130	0000931	511	Lock-out	Hickory Creek	1
8/19/2020	20002131	0000932	611	Dispatched & canceled en route	Hickory Creek	1
8/19/2020	20002132	0000933	611	Dispatched & canceled en route	Lewisville	1
8/20/2020	20002133	0000934	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/20/2020	20002134	0000935	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/20/2020	20002135	0000936	733	Smoke detector activation due to malfunction	Corinth	1
8/20/2020	20002136	0000937	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/20/2020	20002137	0000938	743	Smoke detector activation, no fire - unintentional	Corinth	1
8/21/2020	20002138	0000939	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/21/2020	20002139	0000940	740	Unintentional transmission of alarm, other	Shady Shores	1

8/21/2020	20002140	0000941	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/21/2020	20002141	0000942	611	Dispatched & canceled en route	Lewisville	1
8/21/2020	20002142	0000943	622	No incident found on arrival at dispatch address	Hickory Creek	1
8/21/2020	20002143	0000944	552	Police matter	Lake Dallas	1
8/21/2020	20002144	0000945	162	Outside equipment fire	Hickory Creek	1
8/21/2020	20002145	0000946	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/21/2020	20002146	0000947	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/21/2020	20002147	0000948	611	Dispatched & canceled en route	Corinth	1
8/21/2020	20002148	0000949	322	Motor vehicle accident with injuries	Lake Dallas	1
8/21/2020	20002149	0000950	611	Dispatched & canceled en route	Lake Dallas	1
8/22/2020	20002150	0000951	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/22/2020	20002151	0000952	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/22/2020	20002152	0000953	322	Motor vehicle accident with injuries	Corinth	1
8/22/2020	20002153	0000954	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/22/2020	20002154	0000955	322	Motor vehicle accident with injuries	Lake Dallas	1
8/23/2020	20002155	0000956	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/23/2020	20002156	0000957	324	Motor vehicle accident with no injuries.	Corinth	1
8/23/2020	20002157	0000958	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/23/2020	20002158	0000959	322	Motor vehicle accident with injuries	Shady Shores	1
8/23/2020	20002159	0000960	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/23/2020	20002160	0000961	331	Lock-in (if lock out , use 511)	Hickory Creek	1
8/23/2020	20002161	0000962	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/24/2020	20002162	0000963	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/24/2020	20002163	0000964	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/24/2020	20002164	0000965	321	EMS call, excluding vehicle accident with injury	Shady Shores	1
8/24/2020	20002165	0000966	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/24/2020	20002166	0000967	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/24/2020	20002167	0000968	140	Natural vegetation fire, other	Lake Dallas	1
8/24/2020	20002168	0000969	350	Extrication, rescue, other	Hickory Creek	1
8/24/2020	20002169	0000970	511	Lock-out	Corinth	1
8/24/2020	20002170	0000971	511	Lock-out	Hickory Creek	1
8/25/2020	20002171	0000972	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/25/2020	20002172	0000973	745	Alarm system activation, no fire - unintentional	Corinth	1
8/25/2020	20002173	0000974	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/25/2020	20002174	0000975	324	Motor vehicle accident with no injuries.	Lake Dallas	1
8/25/2020	20002175	0000976	571	Cover assignment, standby, moveup	Lewisville	1
8/25/2020	20002176	0000977	324	Motor vehicle accident with no injuries.	Lake Dallas	1

8/25/2020	20002177	0000978	551	Assist police or other governmental agency	Lake Dallas	1
8/25/2020	20002178	0000979	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/25/2020	20002179	0000980	713	Telephone, malicious false alarm	Hickory Creek	1
8/25/2020	20002180	0000981	511	Lock-out	Hickory Creek	1
8/26/2020	20002181	0000982	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/26/2020	20002182	0000983	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/26/2020	20002183	0000984	554	Assist invalid	Corinth	1
8/26/2020	20002184	0000985	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/26/2020	20002185	0000986	324	Motor vehicle accident with no injuries.	Lake Dallas	1
8/26/2020	20002186	0000987	340	Search for lost person, other	Corinth	1
8/26/2020	20002187	0000988	324	Motor vehicle accident with no injuries.	Denton County	1
8/26/2020	20002188	0000989	611	Dispatched & canceled en route	Lewisville	1
8/26/2020	20002189	0000990	111	Building fire	Little Elm	1
8/26/2020	20002190	0000992	111	Building fire	Little Elm	1
8/26/2020	20002191	0000991	324	Motor vehicle accident with no injuries.	Lewisville	1
8/26/2020	20002192	0000993	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/27/2020	20002193	0000994	321	EMS call, excluding vehicle accident with injury	Denton County	1
8/27/2020	20002194	0000995	743	Smoke detector activation, no fire - unintentional	Corinth	1
8/27/2020	20002195	0000996	651	Smoke scare, odor of smoke	Corinth	1
8/27/2020	20002196	0000997	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/27/2020	20002197	0000998	321	EMS call, excluding vehicle accident with injury	Shady Shores	1
8/27/2020	20002198	0000999	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/27/2020	20002199	0001000	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/27/2020	20002200	0001001	151	Outside rubbish, trash or waste fire	Lake Dallas	1
8/27/2020	20002201	0001002	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/28/2020	20002202	0001003	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/28/2020	20002203	0001004	554	Assist invalid	Corinth	1
8/28/2020	20002204	0001005	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/28/2020	20002205	0001006	324	Motor vehicle accident with no injuries.	Corinth	1
8/28/2020	20002206	0001007	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/28/2020	20002207	0001008	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/28/2020	20002208	0001009	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/28/2020	20002209	0001010	611	Dispatched & canceled en route	Corinth	1
8/28/2020	20002210	0001011	743	Smoke detector activation, no fire - unintentional	Hickory Creek	1
8/28/2020	20002211	0001012	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/28/2020	20002212	0001013	511	Lock-out	Lake Dallas	1
8/28/2020	20002213	0001014	321	EMS call, excluding vehicle accident with injury	Shady Shores	1

8/29/2020	20002214	0001015	652	Steam, vapor, fog or dust thought to be smoke	Denton County	1
8/29/2020	20002215	0001016	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/29/2020	20002216	0001017	131	Passenger vehicle fire	Lake Dallas	1
8/29/2020	20002217	0001018	324	Motor vehicle accident with no injuries.	Corinth	1
8/29/2020	20002218	0001019	143	Grass fire	Denton County	1
8/29/2020	20002219	0001020	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/29/2020	20002220	0001021	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/29/2020	20002221	0001022	131	Passenger vehicle fire	Denton	1
8/29/2020	20002222	0001023	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/29/2020	20002223	0001024	743	Smoke detector activation, no fire - unintentional	Corinth	1
8/29/2020	20002224	0001025	321	EMS call, excluding vehicle accident with injury	Hickory Creek	1
8/29/2020	20002225	0001026	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/30/2020	20002226	0001027	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/30/2020	20002227	0001028	111	Building fire	Lewisville	1
8/30/2020	20002228	0001029	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/30/2020	20002229	0001030	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/30/2020	20002230	0001031	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/30/2020	20002231	0001032	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/30/2020	20002232	0001033	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/30/2020	20002233	0001034	322	Motor vehicle accident with injuries	Lake Dallas	1
8/30/2020	20002234	0001035	611	Dispatched & canceled en route	Lewisville	1
8/31/2020	20002235	0001036	111	Building fire	Corinth	1
8/31/2020	20002236	0001037	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/31/2020	20002237	0001038	422	Chemical spill or leak	Lake Dallas	1
8/31/2020	20002238	0001039	622	No incident found on arrival at dispatch address	Lake Dallas	1
8/31/2020	20002239	0001040	321	EMS call, excluding vehicle accident with injury	Lake Dallas	1
8/31/2020	20002240	0001041	321	EMS call, excluding vehicle accident with injury	Corinth	1
8/31/2020	20002241	0001042	324	Motor vehicle accident with no injuries.	Denton County	1



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Staff Report

BACKGROUND/INFORMATION:

FACEBOOK FOLLOWERS: 785 followers
KSSB: 149 followers
Town of Shady Shores: 2,221 Page Views
Email Subscribers: 423 Subscribers
Building Permits Issued: 24 (report attached)

MONTHLY MEETINGS AND OTHER STAFF PROJECTS:

Council Meetings (2)
Planning and Zoning (1)
Denton County (4)
Dobbs Road (2)
Investment Committee (1)
Lake Cities Managers (1)
Lake Cities Broadband (2)

Public hearing on the budget
budget preparation
Lake Cities Broadband- Demand Survey Launch
Two Completed Replats (Hidden Valley Phase VI and Historic District)
Attended Keep Texas Beautiful Annual Conference (Virtually)
Building Permits and Plan Reviews
Worked on New Utility Billing Program

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. AUGUST 2020 PERMIT REPORT

REVIEWED BY:

PermitReport

9/3/2020 10:25:56 AM

Permit #	Property	Permit Type	Applied Date	Estimated Val
20-00150-01	403 FRITZ	Flatwork Permit	8/7/2020	
20-00151-01	132 CIELO LANE	Electrical Permit	8/7/2020	
20-00152-01	608 Stonehollow Drive	New Residence Permit	8/10/2020	\$478,950.00
20-00153-01	1200 RIO BRAVO WAY	HVAC Permit	8/10/2020	
20-00154-01	507 SPRING DRIVE	Fence Permit	8/11/2020	
20-00155-01	214 LAKESHORE ROAD	Roof Permit	8/11/2020	
20-00156-01	214 LAKESHORE ROAD	Patio/Gazebo Permit	8/11/2020	
20-00157-01	809 Tennington Lane	Sprinkler Permit	8/11/2020	
20-00158-01	605 Lyon Crest Drive	Sprinkler Permit	8/11/2020	
20-00159-01	612 Lyon Crest Drive	New Residence Permit	8/12/2020	\$450,950.00
20-00160-01	611 PARADISE COVE	Roof Permit	8/13/2020	
20-00161-01	501 Lakeshore Drive	Fence Permit	8/13/2020	
20-00162-01	301 OBERMAN	Sprinkler Permit	8/18/2020	
20-00163-01	337 OAKWOOD CIRCLE	HVAC Permit	8/21/2020	
20-00164-01	434 OAKWOOD CIRCLE	Electrical Permit	8/25/2020	
20-00165-01	115 HIDDEN VALLEY AIRPARK	Hanger Permit	8/25/2020	
20-00166-01	621 COMANCHE	Patio Cover Permit	8/25/2020	
20-00167-01	104 E BROWN TERRACE Unit 1	Remodel and Addition Perm	8/26/2020	
20-00168-01	651 COMANCHE CIRCLE	Water Heater Permit	8/27/2020	
20-00169-01	601 AMBERGATE DRIVE	Flatwork Permit	8/28/2020	
20-00170-01	609 Ambergate Drive	New Residence Permit	8/31/2020	\$610,950.00
20-00171-01	512 Stonehollow Drive	New Residence Permit	8/31/2020	\$451,950.00
20-00172-01	400 Ambergate Drive	New Residence Permit	8/31/2020	\$475,950.00

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EXHIBIT "A"
PRELIMINARY ENGINEERING SERVICES SCHEDULE
SHADY SHORES ROAD PRELIMINARY DESIGN

TASK No.	TASK DESCRIPTION	Duration (Months)	2020				2021												2022						2023		
			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	...	May	June	
1	Notice to Proceed (Assumed 9/1/2020)	NA	●																								
2	Data Collection	1	■																								
3	Design Surveys	2	■	■	■																						
4	Geotechnical Investigation	1.5	■	■	■																						
5	Concept Design Layouts (Alternatives) (30%)	4		■	■	■	■	■	■																		
6	Schematic Design (60%)	4						■	■	■	■	■	■	■													
7	Schematic Design (90%)	4											■	■	■	■	■	■									
8	Schematic Design (100%)	1.5															■	■									
9	Hydrology & Hydraulics	5		■	■	■	■	■	■																		
10	Traffic Projections & Analysis	3			■	■	■	■																			
11	Environmental Documentation	16						■	■	■	■	■	■	■	■	■	■	■	■	■	■	■					
12	USACE Coordination & Permitting	16						■	■	■	■	■	■	■	■	■	■	■	■	■	■	■					
13	Primary Engineering (PS&E)	12																					■	■	■		
14	Begin Construction	NA																							●		



Critical Path
Not included in Current Work Order



**TOWN OF SHADY SHORES
SHADY SHORES TOWN COUNCIL
REGULAR SESSION
AUGUST 10, 2020; 7:00 PM
VIRTUAL MEETING
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

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 **873 7829 2599**.

MEMBERS PRESENT

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

STAFF PRESENT: Wendy Withers, Town Administrator; Amber Schuler, Municipal Court Administrator; Jim Shepherd, Town Attorney; Richard Arivizu, Town Engineer

CALL TO ORDER

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

ROLL CALL

Establish a quorum.

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

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

PROCLAMATIONS, PRESENTATIONS AND AWARDS

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

1. Animal Control

Councilmember Charles Grimes gave the Animal Control report.

2. Code Enforcement

Councilmember Charles Grimes gave the Code Enforcement Report.

3. Planning and Zoning Commission Report

Vice-Chairman Rebecca Morgan gave the Planning and Zoning Commission Re

4. Police Department

Councilmember Matthew Haines gave the Police Report for June 2020

5. Fire Department

Mayor Pro Tem Tom Newell gave the Lake Cities Fire Department report for July 2020.

6. Staff Report

Town Administrator Wendy Withers gave the staff report.

7. Roads, Drainage, Capital Improvements

Mayor Aughinbaugh reported that the repairs on W. Shady Shores Road were completed.

Councilmember Mike Nowels, gave an update on the S. Shady Shores Road Bridge project stating that the Denton County Commissioners Court should approve the contract with Haff and Associates.

Councilmember Nowels continued to report that he attended a working group meeting regarding Dobbs Road; Richard Arivzu to do some property and boundary work, starting to move forward in conjunction with the cities of Lake Dallas and Corinth on this project.

8. Announcements

1) Public Hearing on the Budget 8/19

2) Public Hearing on Tax Rate and Adoption of Tax Rate and Budget 9/14

3) Town Hall Closed 9/7 Labor Day

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.

Matthew Haines asked to remove the Span Contract from the Consent agenda. Mike Nowels seconded the motion.

Discussion: Charles Grimes asked questioned why the contract was being removed. Councilmember Haines stated that he would like information on the program usage prior to approval.

Ayes: Haines, Grimes, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

Matthew Haines made a motion to approve the items on the consent agenda. Mike Nowels seconded the motion.

Discussion: None

Ayes: Haines, Grimes, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

Matthew Haines made a motion to table approval of the Span contract. Jack Nelson seconded the motion.

Discussion: None

Ayes: Haines, Grimes, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

9. Minutes- Consider and act on approval of the minutes of the July 13, 2020 Shady Shores Town Council meeting.

10. Span Contract 2020-21- Consider and act on approval of a contract with Span for transportation services.

11. Traffic Control Signs- Consider and act on an Ordinance amending Ordinances No. 75 and 257 to provide a comprehensive list of intersections within the Town of Shady Shores with traffic control adding additional stop signs listed on Exhibit A.

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. Public Hearing- Conduct a public hearing relative to a request for a zoning change made by Tom Spencer for the property legally known as B. Eaves Survey, Abstract 388, Block 12, Lots 1-14.

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

Mayor Aughinbaugh opened the Public Hearing at 7:23; due to technical difficulties Mayor Aughinbaugh stated she would defer this Public Hearing. Mayor Aughinbaugh reopened the public hearing at 8:33 pm.

The Applicant, Tom Spencer 203 W. 6th Street described the project and plans for the future construction of three homes. Mr. Spencer state that he believed he was the first person to request the new zoning district and that he hoped the Council would approve the request as he had submitted his documents in accordance with the Ordinance.

A) Those in favor of the request:
No one spoke in favor of the request.

B) Those opposed:

John McDonald 402 Shady Lane spoke in opposition to the request due the drainage issues and lack of road maintenance.

Suzanne McDonald 402 Shady Lane spoke in opposition to the request; however, stated she would be in support of two homes being placed there not three.

A letter of opposition by several homeowners was also submitted and is attached to the minutes as Exhibit A.

Mayor Aughinbaugh closed the public hearing at 8:51 pm

13. Spencer Replat/Zoning Change Request- Consider and act on an application for a zoning change by Tom Spencer for the property legally known as B. Eaves Survey, Abstract 388, Block 12, Lots 1-14.

Matthew Haines made a motion to approve the request for a zoning change. Jack Nelson seconded the motion.

Discussion: None

Ayes: Haines, Grimes, Nelson, Newell, Nowels

Nays: None

The motion passed unanimously.

14. Public Hearing- Conduct a public hearing relative to a request for replat made by Tom Spencer for the property legally known as B. Eaves Survey, Abstract 388, Block 12, Lots 1-14.

A) Open Public Hearing

B) Applicant

C) Those in favor

D) Those opposed

E) Rebuttal

F) Close Public Hearing

Mayor Aughinbaugh opened the public hearing at 8:53 pm

Those in favor: No one spoke in favor of the request.

Those Opposed: No one spoke in opposition to the request.

No Rebuttal: There was no rebuttal

Mayor Aughinbaugh closed the public hearing at 8:57 pm

15. Spencer Replat/Zoning Change Request- Consider and act on an application for a replat made by Tom Spencer for the property legally known as B. Eaves Survey, Abstract 388, Block 12, Lots 1-14.

Jack Nelson made a motion to approve the replat request made by Tom Spencer. Matthew Haines seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Nowels, Newell

Nays: None

The motion passed unanimously.

16. Public Hearing- Conduct a public hearing relative to approval of a final plat for Hidden Valley Airpark Phase VI.

A) Open Public Hearing

B) Applicant

C) Those in favor

D) Those Opposed

E) Rebuttal, if desired

F) Close Public Hearing

Mayor Aughinbaugh opened the public hearing at 7:25 pm.

Applicant) Mary McDowell presented the project

Those in favor:

Tillman Strahan 54 Hidden Valley Airpark spoke in favor of the request.

Marcus Wiese 72 Hidden Valley Airpark spoke in favor of the request.

Letters of support from the following individuals are attached as Exhibit B:

Tillman Strahan

Charles Webb

Angela Dixon

Lou Gavin
Roland Towers

Mayor Aughinbaugh closed the public hearing at 7:34 pm

17. Hidden Valley Phase VI- Consider and act on approval of a final plat for Hidden Valley Airpark Phase VI

Jack Nelson made a motion to approve the final plat of Hidden Valley Phase VI based on final approval by LCMUA and the securing of all necessary easements. Charles Grimes seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Nowels, Newell

Nays: None

The motion passed unanimously.

18. Budget Worksession- conduct a work session relative to the 2021 Fiscal Year Budget.

A worksession was conducted relative to the Proposed 2021 Fiscal Year Budget

19. 2020 Property Tax Rate- Consider and act on approval of a proposed tax rate. Consider and act on setting the date for public hearing on the tax rate.

Matthew Haines made a motion to approve the **proposed** tax rate of .321958. Jack Nelson seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Nowels, Newell

Nays: None

The motion passed unanimously.

The Council will hold a public hearing and adopt the Tax Rate at the September 14, 2020 Town Council meeting.

20. Pending and Contemplated Litigation - consider and act on pending and contemplated litigation regarding the existing municipal court cases styled "State of Texas versus Douglas Taft

Richard Arvizu gave a presentation about the proposed repairs for Olive's Branch.

Mike Nowels made a motion to authorize the Mayor to approve the project. Tom Newell seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Nowels, Newell

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.

Matthew Haines made a motion to adjourn to Executive Session. Jack Nelson seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Nowels, Newell

Nays: None

The motion passed unanimously and the Council adjourned to Executive Session at 8:04 pm

Matthew Haines made a motion to reconvene into Open Session. Mike Nowels seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Nowels, Newell

Nays: None

The motion passed unanimously, and the Council reconvened into Open Session at 8:33 pm.

FUTURE AGENDA ITEMS AND STAFF DIRECTION

ADJOURN

The Meeting was adjourned at 9:09 pm.

PASSED AND APPROVED THIS THE _____ DAY OF _____, 2020.

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Administrator/Secretary



**TOWN OF SHADY SHORES
TOWN COUNCIL
SPECIAL CALLED SESSION
AUGUST 19, 2020; 7:00 PM
VIRTUAL MEETING
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

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 [819 1835 8590](#).

MINUTES

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

STAFF PRESENT: Wendy Withers, Town Administrator; Amber Schuler, Municipal Court Administrator; Jim Shepherd, Town Attorney

CALL TO ORDER

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

ROLL CALL

Establish a quorum.

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

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.)

PUBLIC HEARING

Conduct a public hearing to receive public input relative to the Town of Shady Shores 2020-21 Fiscal Year Budget.

A) Open Public Hearing- Mayor Aughinbaugh opened the public hearing at 7:03 pm.

The Town Administrator Wendy Withers gave a presentation relative to the proposed budget.

B) Citizen Input- Bill Krueger 103 Cielo Lane asked the Council for an update on the S. Shady Shores Road Bridge Project. Mayor Aughinbaugh stated that the project has been started and that Denton County had entered into an agreement with Haff and Associates for the design of the project.

C) Close Public Hearing- Mayor Aughinbaugh closed the public hearing at 7:18 pm

FUTURE AGENDA ITEMS AND STAFF DIRECTION

ADJOURN

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

PASSED AND APPROVED THS _____ DAY OF _____, 2020

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Administrator/Secretary



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Investment Policy- Consider and act on approval of a Resolution updating the Town of Shady Shores Investment Policy.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

RESOLUTION NO. _____
(2019-2020 Investment Policy)

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SHADY SHORES, DENTON COUNTY, TEXAS, DECLARING THAT THE TOWN COUNCIL HAS COMPLETED ITS REVIEW AND REVISION OF THE INVESTMENT POLICY AND INVESTMENT STRATEGIES OF THE TOWN AND THAT EXHIBIT “A” RECORDS ANY CHANGES TO EITHER THE INVESTMENT POLICY OR INVESTMENT STRATEGIES; REVISING AND RESTATING THE TOWN OF SHADY SHORES INVESTMENT POLICY OF 2012-2013 AND, AS REVISED, ADOPTING IT AS THE TOWN OF SHADY SHORES 2013-2014 INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT “A”; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the Public Funds Investment Act, Chapter 2256, TEX. GOV’T CODE, the Town Council of the Town of Shady Shores, Denton County, Texas by resolution adopted an investment policy; and

WHEREAS, Section 2256.005, TEX. GOV’T CODE requires the Town Council to review the investment policies and investment strategies not less than annually and to adopt a resolution or order stating the review has been completed and recording any changes made to either the investment policies or investment strategies.

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

SECTION 1. The Town Council of the Town of Shady Shores has completed its review of the investment policies and investment strategies and any changes made to either the investment policies or investment strategies are recorded in Exhibit “A” hereto.

SECTION 2. The Town of Shady Shores 2019-2020 Investment Policy attached hereto as Exhibit “A” be and the same is hereby adopted and shall govern the investment policies and investment strategies for the Town, and shall define the authority of the Investment Officer and any additional Investment Committee members, collectively referred to as “Investment Officials,” from and after the effective date of this resolution.

SECTION 3. All provisions of the resolutions of the Town of Shady Shores, Texas, in conflict with the provisions of this resolution be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this resolution shall remain in full force and effect. Financial reports of investments of the town received by council for the preceding year are approved, and ratified.

SECTION 4. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said resolution which shall remain in full force and effect.

SECTION 5. This resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the Town Council of the Town of Shady Shores, Denton County, Texas, on this the _____ day of _____, 20_____.

TOWN OF SHADY SHORES, TEXAS

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Secretary

APPROVED AS TO FORM:

James E. Shepherd, Town Attorney

Exhibit A

Town of Shady Shores Investment Policy

ARTICLE I PURPOSE AND NEED FOR POLICY

Chapter 2256 of the Government Code, as amended from time to time by the Texas State Legislature ("Public Funds Investment Act") requires each city to adopt rules governing its investment practices and to define the authority of the investment official. The Investment Policy addresses the methods, procedures and practices which must be exercised to ensure effective and prudent fiscal management of the Town of Shady Shores funds.

ARTICLE II SCOPE

The Investment Policy applies to the investment and management of all funds under direct authority of the Town of Shady Shores.

A. These funds are accounted for in the Town's Annual Financial Report and include the following:

- (1) the General Fund;
- (2) Special Revenue Funds;
- (3) Capital Project Funds;
- (4) Enterprise Funds;
- (5) Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately.
- (6) Debt Service Funds, including reserves and sinking funds to the extent not required by law or existing contract to be kept segregated and managed separately; and
- (7) Any new fund created by the Town unless specifically exempted from this policy by the Town or by law.

This investment policy shall apply to all transactions involving the financial assets and related activity of all the foregoing funds.

B. This policy excludes:

- (1) Employee Retirement and Pension Funds administered or sponsored by the Town.
- (2) Defeased bond funds held in trust escrow accounts.

C. Review and Amendment

The Town Council is required by state statute and by this investment policy to review this investment policy and investment strategies not less than annually and to adopt a resolution or an ordinance stating the review has been completed and recording any changes made to either the policy or strategy statements.

ARTICLE III PRUDENCE

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.

In determining whether an investment official has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- (1) the investment of all funds, or funds under the entity's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- (2) whether the investment decision was consistent with the written investment policy of the Town.

All participants in the investment program will seek to act responsibly as custodians of the public trust. Investment officials will avoid any transaction that might impair public confidence in the Town's ability to govern effectively. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism which is worthy of the public trust. Nevertheless, the Town recognizes that in a marketable, diversified portfolio, occasional measured losses are inevitable and must be considered within the context of the overall portfolio's investment rate of return.

Investment officials, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for market price changes, provided that these deviations from expectations are reported immediately to the Mayor and the Town Council of the Town of Shady Shores, and that appropriate action is taken by the Investment Official to control adverse developments.

ARTICLE IV OBJECTIVES

A. Preservation and Safety of Principal

Preservation of capital is the foremost objective of the Town. Each investment transaction shall seek first to ensure that capital losses are avoided, whether the loss occurs from the default of a security or from erosion of market value.

B. Liquidity

The Town's investment portfolio will remain sufficiently liquid to enable the Town to meet all operating requirements which can be reasonably anticipated. Liquidity will be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.

C. Yield

The investment portfolio of the Town shall be designed to meet or exceed the average rate of return on 91-day U.S. treasury bills throughout budgetary and economic cycles, taking into account the Town's investment risk constraints and the cash flow characteristics of the portfolio. Legal constraints on debt proceeds that are not exempt from federal arbitrage regulations are limited to the arbitrage yield of the debt obligation. Investment officials will seek to maximize the yield of these funds in the same manner as all other Town funds. However, if the yield achieved by the Town is higher than the arbitrage yield, positive arbitrage income will be averaged over a five-year period, netted against any negative arbitrage income and the net amount shall be related to the federal government as required by federal regulations.

**ARTICLE V
RESPONSIBILITY AND CONTROL**

A. Delegation

Management responsibility to establish written procedures for the operation of the investment program consistent with this investment policy has been assigned to the Mayor Pro Tern. Such procedures shall include explicit delegation of authority to persons responsible for the daily cash management operation, the execution of investment transactions, overall portfolio management and investment reporting. The Mayor Pro tern shall be the chief Investment Official, and the chair of the Investment Officers Committee and may delegate the daily investment responsibilities to either an internal investment official or an external investment advisor in combination with an internal investment official. The Investment Official and/or his or her representative(s) will be limited by conformance with all federal regulations, ordinances, and the statements of investment strategy.

B. Subordinates

No person shall engage in an investment transaction except as provided under the terms of this policy, the procedures established by the Town Council and the explicit authorization by the Investment Officer to withdraw, transfer, deposit and invest the Town's funds. The Town Council, by resolution, has authorized and appointed these individuals. The Mayor Pro Tem shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate Investment Officials, if any are appointed by the Town Council.

C. Internal Controls

Internal controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by investment officials. Controls deemed most important would include: control of collusion, separation of duties, third-party custodial safekeeping, avoidance of bearer-form securities, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized investment officials, and documentation of and rationale for investment transactions.

In conjunction with the annual independent audit, a compliance audit of management controls on investments and adherence to the Investment Policy and the Investment Strategy shall be performed by the Town's independent auditor.

D. Ethics and Conflicts of Interest

The investment officer of the Town who has a personal business relationship with a business organization offering to engage in an investment transaction with the Town shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the Town shall file a statement disclosing that relationship with the Texas Ethics Commission and the Town Council. For purposes of this section, an investment officer has a personal business relationship with a business organization if:

- (1) the investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization.
- (2) funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
- (3) the investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

Investment officials of the Town shall refrain from personal and business activities involving any of the Town's custodians, depositories, broker/dealers or investment advisors which may influence the officer's ability to conduct his duties in an unbiased manner. Investment officials will not utilize investment advice concerning specific

securities or classes of securities obtained in the transaction of the Town's business for personal investment decisions, will in all respects subordinate their personal investment transactions to those of the Town, particularly with regard to the timing of purchase and sales and *will* keep all investment advice obtained on behalf of the Town and all transactions contemplated and completed by the Town confidential, except when disclosure is required by law.

E. Investment Training Requirements

The Investment official(s) shall attend at least one ten-hour training session relating to their investment responsibilities within 12 months after assuming their duties. In addition to this ten-hour requirement, each investment officer shall receive not less than ten hours of instruction in their investment responsibilities at least once during each two-year period. The investment training session shall be provided by an independent source approved by the investment committee. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a Business Organization with whom the Town of Shady Shores may engage in an investment transaction. Such training shall include education in investment controls, credit risk, market risk, investment strategies, and compliance with investment laws, including the Texas State Public Funds Investment Act. A list will be maintained of the number of hours and conferences attended for each investment official and a report of such information will be provided to the Town Council. Investment "officials" includes the Investment Officer and may include the Mayor or other member of the Town Council selected by the Town Council as an alternate Budget or Investment Officer.

**ARTICLE VI
AUTHORIZED INVESTMENTS**

- A. Obligations of the United States or its agencies and instrumentalities.
- B. Direct obligations of the State of Texas or its agencies and instrumentalities.
- C. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, the State of Texas, or the United States or its instrumentalities.
- D. Obligations of states, agencies, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than "A" or its equivalent.
- E. Joint Investment Pools of political subdivisions in the State of Texas which invest in instruments and follow practices allowed by current law. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.
- F. Certificates of Deposit issued by a depository institution that has its main office or branch office in Texas:

- (1) and such Certificates of Deposit are:
 - a. Guaranteed or insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund or their successors; or
 - b. Secured by obligations described in Article VI, sections A through D above.
 - (2) or such depository institution contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.101(b) of the Government Code (Public Funds Investment Act) as amended.
- G. Fully collateralized repurchase or reverse repurchase agreements, including flexible repurchase agreements (flex repo), with a defined termination date secured by obligations of the United States or its agencies and instrumentalities pledged to the Town held in the Town's name by a third party selected by the Town. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. The securities received for repurchase agreements must have a market value greater than or equal to 103 percent at the time funds are disbursed. All transactions shall be governed by a Master Repurchase Agreement between the Town and the primary government securities dealer or financial institution initiating Repurchase Agreement transactions.
- The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated *in* the reverse security repurchase agreement.
- H. No-load money market mutual funds if the mutual fund:
- (1) Is registered with and regulated by the Securities and Exchange Commission.
 - (2) Has a dollar-weighted average stated maturity of 90 days or fewer; and
 - (3) Includes in its investment objectives the maintenance of a stable net asset value of one dollar for each share.
- I. Investment instruments not authorized for purchase by the Town of Shady Shores include the following:
- (1) Banker's Acceptances.
 - (2) "Bond" Mutual Funds.
 - (3) Collateralized Mortgage Obligations of any type; and
 - (4) Commercial Paper, except that the Town can invest in local government investment pools and money market mutual funds that have commercial paper as authorized investments. A local government investment pool or money market mutual fund that invests in commercial paper must meet the requirements of Article VI, Sections E and H above.

ARTICLE VII
PORTFOLIO AND INVESTMENT ASSET PARAMETERS

A. Bidding Process for Investments

It is the policy of the Town to require competitive bidding for all investment transactions (securities and bank C.D.'s) except for:

- (1) transactions with money market mutual funds and local government investment pools (which are deemed to be made at prevailing market rates); and
- (2) treasury and agency securities purchased at issue through an approved broker/dealer.

At least three bids or offers must be solicited for all other investment transactions. In a situation where the exact security being offered is not offered by other dealers, offers on the closest comparable investment may be used to establish a fair market price of the security. Security swaps are allowed as long as maturity extensions, credit quality changes and profits or losses taken are within the other guidelines set forth in this policy.

B. Maximum Maturities

The Town of Shady Shores will manage its investments to meet anticipated cash flow requirements. Unless matched to a specific cash flow, the Town will not directly invest in securities maturing more than five years from the date of purchase.

C. Maximum Dollar-Weighted Average Maturity

Under most market conditions, the composite portfolio will be managed to achieve a one- year or less dollar-weighted average maturity. However, under certain market conditions, investment officials may need to shorten or lengthen the average life or duration of the portfolio to protect the Town. The maximum dollar-weighted average maturity based on the stated final maturity, authorized by this investment policy for the composite portfolio of the Town shall be three years.

D. Diversification

The allocation of assets in the portfolios should be flexible depending upon the outlook for the economy and the securities markets. In establishing specific diversification strategies, the following general policies and constraints shall apply.

- (1) Portfolio maturities and call dates shall be staggered in a way that avoids undue concentration of assets in a specific sector. Maturities shall be selected which provide for stability of income and reasonable liquidity.
- (2) To attain sufficient liquidity, the Town shall schedule the maturity of its investments to coincide with known disbursements. Risk of market price volatility shall be controlled through maturity diversification such that aggregate realized price losses on instruments with maturities exceeding one year shall not

be greater than coupon interest and investment income received from the balance of the portfolio.

- (3) The following maximum limits, by instrument, are established for the Town's total portfolio:

o U.S Treasury Notes/Bills	100%
e U.S. Government Agencies & Instrumentalities	100%
o U.S. Treasury & U.S. Agency Callables	25%
• Certificates of Deposit.....	25%
., Repurchase Agreements (<i>See D. (4) below</i>)	50%
o Money Market Mutual Funds (<i>See D.(5) below</i>)	100%
• Local Government Investment Pools (<i>See D.(5)below</i>)	100%
o State of Texas Obligations & Agencies.....	25%
• Obligations of states, agencies, cities and other political subdivisions of any state.....	25%

- (4) The Town shall not invest more than 50% of the investment portfolio in repurchase agreements, excluding bond proceeds and reserves.
- (5) The Town shall not invest more than 50% of the investment portfolio in any individual money market mutual fund or government investment pool.
- (6) The investment committee shall review diversification strategies and establish or confirm guidelines on at least an annual basis regarding the percentages of the total portfolio that may be invested in securities other than U.S. Government Obligations. The investment committee shall review quarterly investment reports and evaluate the probability of market and default risk in various investment sectors as part of its consideration.

ARTICLE VIII AUTHORIZED BROKER/DEALERS AND FINANCIAL INSTITUTIONS

- A. Investment officials will maintain a list of financial institutions and broker/dealers selected by credit worthiness, who are authorized to provide investment services to the Town. These funds may include:

- (1) all primary government securities dealers; and
- (2) those regional broker/dealers who qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule), and who meet other financial credit criteria standards in the industry.

The investment officials may select up to six firms from the approved list to conduct a portion of the daily Town investment business. These firms will be selected based on their competitiveness, participation in agency selling groups and the experience and background of the salesperson handling the account. The approved broker/dealer list will be reviewed and approved along with this investment policy at least annually by the investment committee.

- B. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the investment officials with the following:

- (1) Audited financial statements;

- (2) Proof of National Association of Securities Dealers (*N.A.S.D.*) certification, unless it is a bank.
- (3) Resumes of all sales representatives who will represent the financial institution or broker/dealer firm in dealings with the Town; and
- (4) An executed written instrument, by the qualified representative, in a form acceptable to the Town and the business organization substantially to the effect that the business organization has received and reviewed the investment policy of the Town and acknowledges that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Town and the organization that are not authorized by the Town's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Town's entire portfolio or requires an interpretation of subjective investment standards.

ARTICLE IX SAFEKEEPING AND CUSTODY OF INVESTMENT ASSETS

All security transactions, including collateral for repurchase agreements entered by the Town shall be conducted using the delivery vs. payment (DVP) basis. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the safekeeping bank. The only exceptions to DVP settlement shall be wire transactions for money market funds and government investment pools. The safekeeping or custody bank is responsible for matching up instructions from the Town's investment officials on an investment settlement with what is wired from the broker/dealer, prior to releasing the Town's designated funds for a given purchase. The security shall be held in the name of the Town or held on behalf of the Town in a bank nominee name. Securities will be held by a third-party custodian designated by the investment officials and evidenced by safekeeping receipts or statements. The safekeeping bank's records shall assure the notation of the Town's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the Town. A safekeeping agreement must be in place which clearly defines the responsibilities of the safekeeping bank.

ARTICLE X COLLATERAL

The Town's depository bank shall comply with Chapter 2257 of the Government Code, Collateral for Public Funds, as required in the Town's bank depository contract.

A. Market Value

The Market Value of pledged Collateral must be equal to or greater than 102% of the principal and accrued interest for cash balances in excess of the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Share Insurance Fund (NCUSIF) insurance coverage. The Federal Reserve Bank and the Federal Home Loan Bank are designated as custodial agents for collateral. An authorized Town representative will approve and release all pledged collateral. The securities comprising the collateral will be marked to market on a monthly basis using quotes by a recognized market pricing service quoted on the valuation date, and the Town will be sent reports monthly.

B. Collateral Substitution

Collateralized investments often require substitution of collateral. The Safekeeping bank must contact the Town for approval and settlement. The substitution will be approved if its value is equal to or greater than the required collateral value.

C. Collateral Reduction

Should the collateral's market value exceed the required amount, the Safekeeping bank may request approval from the Town to reduce Collateral. Collateral reductions may be permitted only if the collateral's market value exceeds the required amount.

ARTICLE XI INVESTMENT REPORTS

A. Reporting Requirements

The investment officials shall prepare a quarterly investment report in compliance with section 2256.023 of the Public Funds Investment Act of the State of Texas. The report shall be submitted to the Town Council and the Investment Committee within 45 days following the end of the quarter.

B. Investment Records

An investment official designated by the Assistant Director of Finance shall be responsible for the recording of investment transactions and the maintenance of the investment records with reconciliation of the accounting records and of investments earned out by an accountant. Information to maintain the investment program and the reporting requirements, including pricing or marking to market the portfolio, may be derived from various sources such as: broker/dealer research reports, newspapers, financial on-line market quotes, direct communication with broker/dealers, market pricing services, investment software for maintenance of portfolio records, spreadsheet software, or external financial consulting services relating to investments.

C. Auditor Review

The Town's independent external auditor must formally review the quarterly investment reports annually to ensure compliance with the State of Texas Public Funds Investment Act and any other applicable State Statutes.

**ARTICLE XII
INVESTMENT COMMITTEE**

A. Members

An Investment Committee, consisting of the Mayor or his or her designee, the Mayor Pro Tern, and an appointed investment official, if any, shall review the Town's investment strategies and monitor the results of the investment program at least quarterly. This review can be done by reviewing the quarterly written reports and by holding committee meetings as necessary. The committee will be authorized to invite other advisors to attend meetings as needed.

B. Scope

The Investment Committee shall include in its deliberations such topics as economic outlook, investment strategies, portfolio diversification, maturity structure, potential risk to the Town's funds, evaluation and authorization of broker/dealers, rate of return on the investment portfolio, review and approval of training providers and compliance with the investment policy. The Investment Committee will also advise the Town Council of any future amendments to the investment policy that are deemed necessary or recommended.

C. Procedures

The investment policy shall require the Investment Committee to provide minutes of investment information discussed at any meetings held. The committee should meet at least annually to discuss the investment program and policies.

**ARTICLE XIII
INVESTMENTSTRATEGY STATEMENTS**

The Town of Shady Shores portfolio will be structured to benefit from anticipated market conditions and to achieve a reasonable return. Relative value among asset groups shall be analyzed and pursued as part of the investment program within the restrictions set forth by the investment policy.

The Town of Shady Shores maintains portfolios which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios.

A. Operating Funds

Suitability - All investments authorized in the Investment Policy are suitable for Operating Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for the pooled operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The dollar-weighted average maturity of operating funds, based on the stated final maturity date of each security, will be calculated and limited to one year or less. Constant \$1 NAV investment pools and money market mutual funds shall be an integral component in maintaining daily liquidity. Investments for these funds shall not exceed an 18-month period from date of purchase.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The Town's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Operating Funds shall be the 91-day Treasury bill.

B. Reserve and Deposit Funds

Suitability - All investments authorized in the Investment Policy are suitable for Reserve and Deposit Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for reserve and deposit funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate reserve fund from investments with a low degree of volatility. Except as may be required by the bond ordinance specific to an individual issue, investments should be of high quality, with short-to-intermediate-term maturities. The dollar-weighted average maturity of reserve and deposit funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The Town's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Reserve and Deposit Funds shall be the 91-day Treasury bill.

C. Bond and Certificate Capital Project Funds and Special Purpose Funds

Suitability - All investments authorized in the Investment Policy are suitable for Bond and Certificate Capital Project Funds and Special Purpose Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for bond and certificate capital project funds, special projects and special purpose funds, portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The stated final maturity dates of investments held should not exceed the estimated project completion date or a maturity of no greater than five years. The dollar-weighted average maturity of bond and certificate capital project funds and special purpose funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The Town's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Bond and Certificate Capital Project Funds and Special Purpose Funds shall be the 91-day Treasury bill. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield of the applicable bond or certificate.

D. Debt Service Funds

Suitability - All investments authorized in the Investment Policy are suitable for Debt Service Funds.

Preservation and Safety of Principal - All investments shall be high quality securities with no perceived default risk.

Liquidity - Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service

obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date. The dollar-weighted average maturity of debt service funds, based on the stated final maturity date of each security, will be calculated and limited to one year or less.

Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

Yield - The Town's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Debt Service Funds shall be the 91-day Treasury bill.



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Investment Committee Report- Consider and act on a recommendation from the Investment Committee to maximize interest rates.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Interest Rates as of 08.31.2020

REVIEWED BY:

	TOTAL	INTEREST RATE	MONTHLY YIELD	
Texas Republic Bank	232646	8.00%	0.00080	186
Access Bank	50302	1.50%	0.00015	8
Independent Bank	441082	5.00%	0.00050	221
Veritex (Green Bank)	27281	2.50%	0.00025	7
Tex Pool	1055704	3.70%	0.00037	391
Oakwood Bank	232962	2.50%	0.00025	58
Total Investments	2039977			870
50% OF TOTAL INVESTMENTS	1019989			

PROPOSED CHANGES

LOGIC	100000	3.70%	0.00037	37
TX Republic Bank	232646	5.00%	0.00050	116
Access Bank	50302	3.00%	0.00030	15
Independent Bank	1076801	5.00%	0.00050	538
Veritex (Green Bank)	27281	2.50%	0.00025	7
TX Pool	319985	3.70%	0.00037	118
OakWood Bank	232962	2.50%	0.00025	58
	<u>2039977</u>			<u>890</u>



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Resolution- Consider and act on approval of a Resolution allowing the Town of Shady Shores to participate in Logic Investment Pool.

BACKGROUND/INFORMATION:

The Town currently has funds invested in Tex Pool. Investment Pools typically offer a higher interest rate. In order to maximize the Town's investments; the town could choose to pass a resolution to Join the Logic Investment Pool. This would allow flexibility to transfer funds and take advantage of higher rates while diversifying investments between investment pools.

Investment Pools are fully collateralized and funds are available the same day with no penalties and fees.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

Approve the Resolution allowing the Town to Join the LOGIC Investment Pool.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: RFP Audio Visual Improvements- Consider and act on authorizing the Town Administrator to advertise for proposals to make improvements to the audio and visual equipment.

BACKGROUND/INFORMATION:

Authorize the Town Administrator to send out a request for proposals (RFP) to upgrade the sound and audiovisual systems in the Town Council Chambers. A copy of the RFP is attached.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. RFP Audio Visual

REVIEWED BY:



Town of Shady Shores
101 S. Shady Shores Road
Shady Shores, TX 76208
Contact: Wendy Withers; Town Administrator
Phone: 940-498-0044
Email: wendy.withers@shady-shores.com

Design purchase and install upgrades to existing Audio-Visual system to provide video conferencing capabilities. Upgrades to includes the following capabilities:

1. Programmable PTZ digital cameras (2ea.) with multiple preset locations and resolution capable of 720p.
2. Audio mixer with video follow audio capability and multiple wired directional microphones with goose neck mounts.
3. All necessary mounting and security/safety hardware.
4. Integration into existing video projection and speaker system.

Functions

System will operate as follows:

Mayor microphone is given top priority. When activated, PTZ in the rear of the of the Council Chamber will zoom and focus to the corresponding preset. Council Member microphones will receive second priority with corresponding camera presets for each member. A third priority will be given to one Citizen microphone (wireless existing) with corresponding preset for camera mounted in the front of the room. An additional video monitor (supplied by vendor) will be mounted in the rear of the room for Council Member confidence.

System will be designed to integrate seamlessly with third party conferencing services (such as Zoom etc.) through existing Internet Protocol network.

Services will include Design, purchase, installation, integration and clean up.

Town of Shady Shores
101 S. Shady Shores Road
Shady Shores, TX 76208
(940) 498-0044 phone
(940) 497-2597 fax
www.shady-shores.com

Milestones

Insert dates and time for site inspection, vendor meeting and deadlines for designs and diagrams.

Town of Shady Shores
101 S. Shady Shores Road
Shady Shores, TX 76208
(940) 498-0044 phone
(940) 497-2597 fax
www.shady-shores.com

Statements required in notice if the proposed tax rate exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate, as prescribed by Tax Code §26.06(b-2).

NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.321958 per \$100 valuation has been proposed by the governing body of TOWN OF SHADY SHORES .

PROPOSED TAX RATE	\$0.321958 per \$100
NO-NEW-REVENUE TAX RATE	\$0.315142 per \$100
VOTER-APPROVAL TAX RATE	\$0.326511 per \$100

The no-new-revenue tax rate is the tax rate for the 2020 tax year that will raise the same amount of property tax revenue for TOWN OF SHADY SHORES from the same properties in both the 2019 tax year and the 2020 tax year.

The voter-approval rate is the highest tax rate that TOWN OF SHADY SHORES may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that TOWN OF SHADY SHORES is proposing to increase property taxes for the 2020 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 14, 2020 at 7:00 PM at Shady Shores Community Center, 101 S. Shady Shores Rd, Shady Shores, TX 76208.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, TOWN OF SHADY SHORES is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the Town Council of TOWN OF SHADY SHORES at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

(List names of all members of the governing body below, showing how each voted on the proposal to consider the tax increase or, if one or more were absent, indicating absences.)

FOR the proposal:	Charles Grimes, Matthew Haines, Jack Nelson, Tom Newell-Mayor Pro Tem, Nike Nowels
AGAINST the proposal:	None
PRESENT and not voting:	None
ABSENT:	None

The 86th Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by TOWN OF SHADY SHORES last year to the taxes proposed to be imposed on the average residence homestead by TOWN OF SHADY SHORES this year.

	2019	2020	Change
Total tax rate (per \$100 of value)	\$0.321958	\$0.321958	0% increase
Average homestead taxable value	\$327,158	\$347,410	6% increase
Tax on average homestead	\$1,053	\$1,119	6% increase
Total tax levy on all properties	\$1,071,969	\$1,110,784	4% increase

For assistance with tax calculations, please contact the tax assessor for TOWN OF SHADY SHORES at 940-349-3500 or tnt@dentoncounty.com, or visit tax.dentoncounty.com.



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: FY 2020/21 Budget- Consider and act on approval of the 2021 Fiscal Year Budget

BACKGROUND/INFORMATION:

Consider and act on approval of the 2021 Fiscal Year Budget. The budget is balanced with \$ 2,097,949 dollars in revenue and \$2,097,949 in expenses. The attached budget proposed use of \$449,283 dollars in reserves to fund road and street repairs.

The proposed budget will be funded by a tax rate of .321958.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Ord_Budget 20-21
2. FY 2021 Budget
3. PROPOSED BUDGET 2021 09.10.2020
4. BUDGET WORKSESSION POWER POINT 09.14.2020

REVIEWED BY:

ORDINANCE NO.
(Adopting FY 2020-2021 Budget)

AN ORDINANCE OF THE TOWN OF SHADY SHORES, DENTON COUNTY, TEXAS APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020, AND ENDING SEPTEMBER 30, 2021; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENTS OF THE TOWN; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as required by law, the Mayor has prepared and submitted to the Town Council a proposed budget reflecting financial policies for the year and forecasting revenues and expenditures for conducting the affairs of the Town and providing a complete financial plan for the fiscal year beginning October 1, 2020, and ending September 30, 2021; and

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

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

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

SECTION 1. The proposed budget of the revenue and expenditures necessary for conducting the affairs of the Town of Shady Shores, Texas, said budget being in the amount of \$2,097,949, providing a complete financial plan for the fiscal year beginning October 1, 2020, and ending September 30, 2021, as submitted to the Town Council by the Mayor, attached hereto as Exhibit "A", be and the same is hereby adopted and approved as the budget of the Town of Shady Shores, Texas for the fiscal year beginning October 1, 2020, and ending September 30, 2021.

SECTION 2. The sum of \$ 2,097,949 is hereby appropriated for the payment of the expenditures established in the approved budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021.

SECTION 3. The expenditures during the fiscal year beginning October 1, 2020, and ending September 30, 2021 shall be made in accordance with the budget approved by this ordinance unless otherwise authorized by a duly enacted ordinance of the Town of Shady Shores, Texas.

SECTION 4. All budget amendments and transfers of appropriations budgeted from one account or activity to another within any individual activity for the fiscal year 2019-2020 are hereby ratified, and the budget Ordinance for fiscal year 2019-2020, heretofore enacted by the Town Council, be and the same is hereby, amended to the extent of such transfers and amendments for all purposes.

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

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

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

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

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

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

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

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

DULY PASSED by the Town Council of the Town of Shady Shores, Texas, on the _____ day of September, 2020, with Councilmembers voting as follows:

In favor: _____

Opposed: _____

APPROVED:

Cindy Aughinbaugh, Mayor

ATTESTED:

Wendy Withers, Town Secretary

APPROVED AS TO FORM:

James E. Shepherd, Town Attorney

TOWN OF SHADY SHORES

DRAFT



ANNUAL BUDGET
FISCAL YEAR 2020/2021





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

This budget will raise more revenue from property taxes than last year by \$ 68,262 which is a 6.5% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$ 15,640.

The record vote of the Shady Shores Town Council Members on the adoption of the 2021 Budget:

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

<u>Tax Rates</u>	<u>2021 Budget</u>
Last Year's Rate	.321958
No-New-Revenue Rate	.315142
Notice & Hearing Limit	.315142
Voter-Approval Rate	.326511
Proposed Tax Rate	.321958

SHADY SHORES TOWN COUNCIL

Shady Shores Town Council Members



**Cindy Aughinbaugh
Mayor**



**Tom Newell
Mayor Pro Tem**



**Matthew Haines
Town Council Place 1**



**Mike Nowels
Town Council Place 2**



**Jack Nelson
Town Council Place 4**



**Charles Grimes
Town Council Place 5**

2021 Budget Message

August 2020

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

It is my pleasure to submit the Town of Shady Shores annual budget for the fiscal year October 1, 2020 – September 30, 2021. The following narrative is designed to give the reader a summary of relevant information regarding the budgeting process and fiscal environment.

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

The Town of Shady Shores views its planning and operational activities in a strategic manner. Accordingly, the 2021 Budget was prepared with the goal of achieving certain key objectives. Those objectives include:

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

FINANCIAL ASSESSMENT

According to the 2019 Fiscal Year audit, the Town of Shady Shores is in excellent financial condition. Conservative fiscal management has allowed the Town to achieve a significant reserve fund and provide flexibility on budgetary issues. Shady Shores continues to balance revenues and expenditures, maintain or enhance services, and remains debt free.

2020 ACCOMPLISHMENTS

- Successfully transitioned to a virtual office during the Stay at Home Orders
- Successful demolition of one (1) Dangerous Structures
- Awarded Engineering Contract for S. Shady Shores Road
- Increased local cooperation with local municipalities
 - W. Shady Shores Road Repairs (Corinth)
 - Crack Seal Project (Lake Dallas)
 - Broadband Committee and Connected Nation Review (Lake Cities)

BUDGET DEVELOPMENT PROCESS

The Town has an important responsibility to its citizens and taxpayers to carefully account for public funds, to manage the Town finances wisely, and to plan for the adequate funding of services desired by the public. To facilitate this responsibility, the Budget Committee begins planning many months prior to the adoption of the budget, through discussion, evaluation and analysis. The final 2021 budget reflects the Town Council's willingness to follow previously defined financial policies, while preserving the Town's sound financial position. Key Budget items include:

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

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

2021 Budget Highlights

- Property tax revenues are budgeted at \$1124266 for 2021, which is a \$68,642 (6.5%) increase from the 2019 forecasted amount.
- Sales and use tax revenues are projected to be \$90,000 for 2021, which is a 2.9% increase from the amount budgeted for 2020.
- Significant capital projects include raising of S. Shady Shores Road Bridge; improvements to W. Shady Shores Road.
- The Operating Reserve balance is estimated to be \$600,000, which adheres to the Town's financial policy guideline of (120 days) of general fund operating expenditures.
- The Capital Replacement Reserve is projected at \$ 198,505 at 09/30/2020.
- Other reserve balances are maintained in accordance with policy guidelines established by the Town Council.

	FY 2021 PROPOSED	FY 2020 ADOPTED	CHANGE	% OF CHANGE
GENERAL FUND	\$2,097,949	1,850,869	\$ 247,080	13.4%

*Projected net revenues of \$ 319,998 as of September 2020. These funds are allocated to the Town's various reserves including the operating reserve, the capital replacement reserve, the roads and bridges reserve, and the undesignated fund balance. The reserve allocations are made in accordance with financial policy and investment policy approved by the Shady Shores Town Council.

REVENUES

Total revenues in the 2021 budget equal \$2,097,949, a 13.4% increase from 2020 forecasted revenues of \$ 1,850,869 . The increase is largely due to an increase in the use of reserve funds to complete proposed road repairs.

As reflected in the chart below, property taxes comprise 57% of the Town's total revenue sources; sales and use taxes 6% of the total; Franchise fees 12% and program fees and other revenues contribute the remaining 25%.

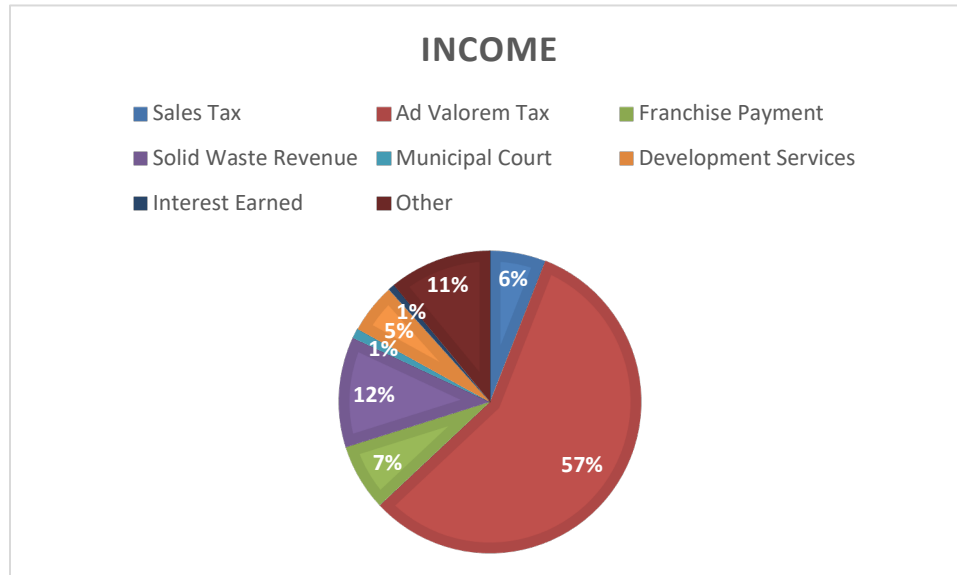


Figure 1. Income

Property Tax Revenues

The budget is based on a taxable property value base of \$349,084,235, an increase of \$15,785,072 from last year's tax base of \$ 333,299,163. The increase in property value is coming from \$4,857,869 in new residential properties added to the tax roll since the prior year.

Town of Shady Shores	
Taxable Property Value	\$ 349,084,235
New Properties	4,857,869
Revaluation of Existing Properties	344,226,366
Net Increase in Taxable Property Value	349,084,235
New Property Growth %	1.4%
Revaluation %	98.6 %

The following chart provides a summary of property tax values and tax rates for budget years 2012 – 2020 along with the property tax impact on an average value home. As indicated on the chart, with the tax rate for the 2021 budget year of \$.321958, the owner of an average value home will pay a property tax of \$ 1,118 an increase of \$72 per year or \$6 per month.

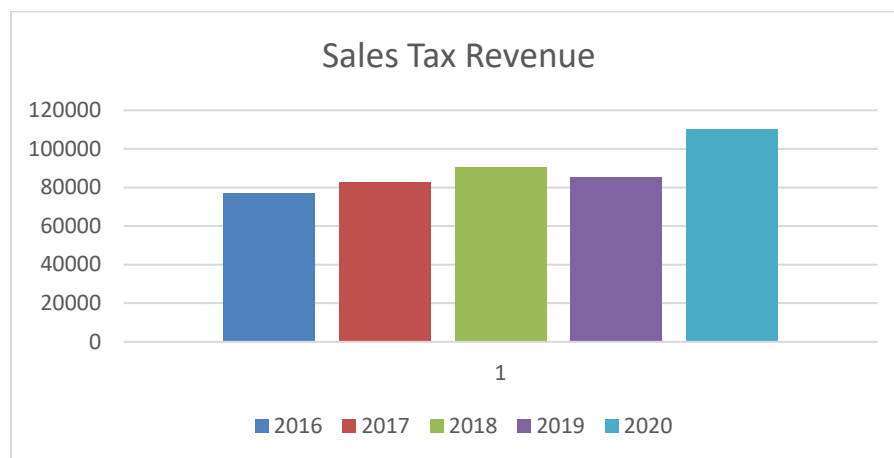
Summary of Property Tax Values and Tax Rates

Fiscal Year	Taxable Value	% Increase	Average Home Value	Maint & Operations Rate	Average Property Tax
FY 2014	\$239,839,587	3%	\$242,141	0.314625	\$ 761
FY 2015	\$256,155,059	4%	\$255,030	0.314625	\$ 802
FY 2016	\$274,677,404	6%	\$271,005	0.314625	\$ 852
FY 2017	\$293,657,030	13%	\$306,648	0.314625	\$ 964
FY 2018	\$307,206,051	7%	\$310,497	0.314625	\$ 977
FY 2019	\$322,041,387	4.6%	\$324,997	0.321958	\$1,046
FY 2020	\$345,008,976	3.1%	\$347,410	0.321958	\$1,118

Sales and Use Tax Revenues

Sales and use tax revenues are generated by a 1% base sales and use tax. Although the Town of Shady Shores does not have any store-front or commercial businesses, sales tax is generated through online sales, home businesses and services. The Chart below reflects the amount of sales tax collected over the last 5 years. A significant increase during the last Fiscal year can be attributed to the Stay-At-Home order during the Pandemic which resulted in an increase in online sales.

Sales Tax Revenue 2016-2020



Other Revenues

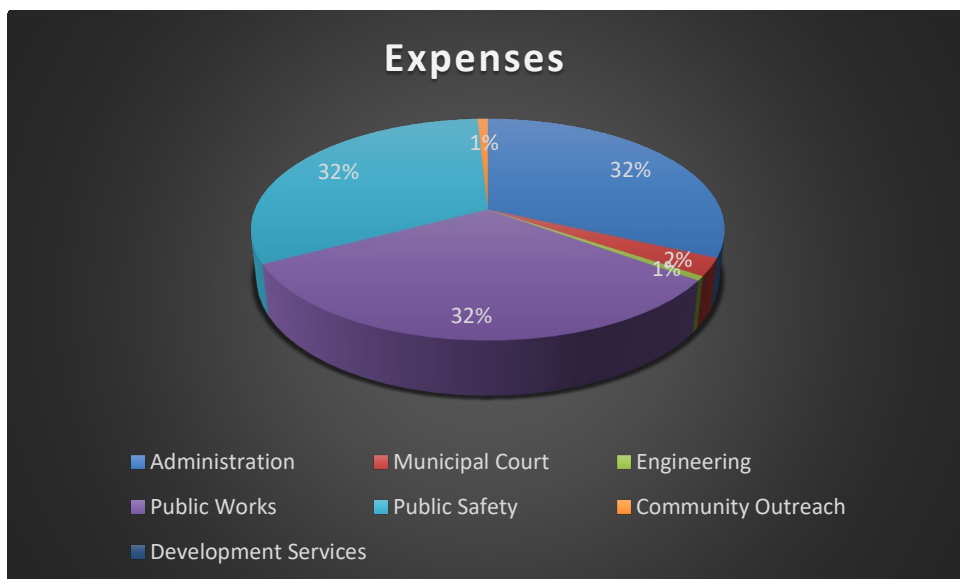
Revenues also consist of program fees generated by building permits, court fines, building rental and other revenue.

EXPENDITURES

Total consolidated expenditures of 2,068,894 represent a 12% increase from 2020 budgeted expenses of \$1,850,869.

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

2020 BUDGET % of TOTAL EXPENDITURES BY DEPARTMENT



PERSONNEL

Staffing levels for 2021 are proposed at 2 full time equivalent (FTE) employees, and 2 part time employees. The Chart below reflects gross wages for all employees but does not include benefits. The proposed increase shows the maximum allocated for staff pay increases and COLA adjustments.

General Employees	2020	2021	\$ Increase	% Increase
Current Employees	165,580	\$ 167,500		
Salary Adjustments Request		\$ 20,000	\$20,000	12%
Total		\$ 187,500		

CAPITAL PROJECTS PLAN

The 2021 budget and five-year plan include funding for capital projects

Capital expenditures for 2021 total \$550,000. Of this amount, \$ 449,283 is funded from the reserve funds.

Following is a summary of 2021 capital projects. Please reference the *Capital Projects Fund* section of this document for a detailed information.

201,880	Shady Lane at 6 th Street Improvements
50,000	S. Shady Shores Bridge Project
60,000	322 W. Shady Shores Road Culvert
238,120	Road Improvements

DEBT PROFILE

The Town of Shady Shores currently has no debt.

OPERATING, CAPITAL, ECONOMIC DEVELOPMENT and OTHER RESERVES

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

Roads and Bridges and Drainage

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

Capital Projects

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

Emergency Reserve Account

Used as necessary at the discretion of the town council for emergency or unforeseen expenditures. In anticipation of budget shortfalls in the coming months, The Town of Shady Shores will maintain six (6) months of annual combined operating expenditures.

FUND BALANCES

2020

Operating Reserve	\$ 600,000
Capital Asset Replacement Reserve	\$100,000
Road and Bridge Reserve	\$148,505
Undesignated General Fund - 2020 Budget	
Total Ending Fund Balance	

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

Respectfully,

Wendy Withers

In This Section You Will Find:

Guide to Using the 2021 Budget Document	3-1
Budget Process	3-5
Budget Calendar	3-8
Organization Chart.....	3-9
Strategic Plan	3-11

BUDGET GUIDE

The Town of Shady Shores 2021 Budget was produced using guidelines developed by the Government Finance Officers Association (GFOA) and is intended to provide proficiency in the following four areas:

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

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

Budget Message

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

Introduction

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

Budget Overview

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

Revenue Sources

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

Personnel

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

General Fund

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

Department Profiles

This section includes each department's 2021 Budget Plan which describes the primary function of the department, highlights accomplishments and objectives, outlines budget and program goals. Also provided are each department's detailed line item budgets.

2021 BUDGET PROCESS

The following overview describes the 2021 Budget process.

Budget Preparation

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

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

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

Budget Committee Review

The Budget Committee met on April 9, 2020 and May 15, 2020.

Town Council Review and Approval

The Shady Shores Town Council conducted budget work sessions on May 21st, June 8th, July 13 and August 10, 2020. Public hearings on the budget and tax rate were held on August 19th and September 14, 2020. As required by law, the proposed budget was filed with the Town Secretary for public inspection on July 31, 2020. The budget can be viewed at the Shady Shores Community Center or online at shady-shores.com.

Budget Amendments

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



Planning

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

Preparation of Preliminary Budget

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

Budget Committee Review

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

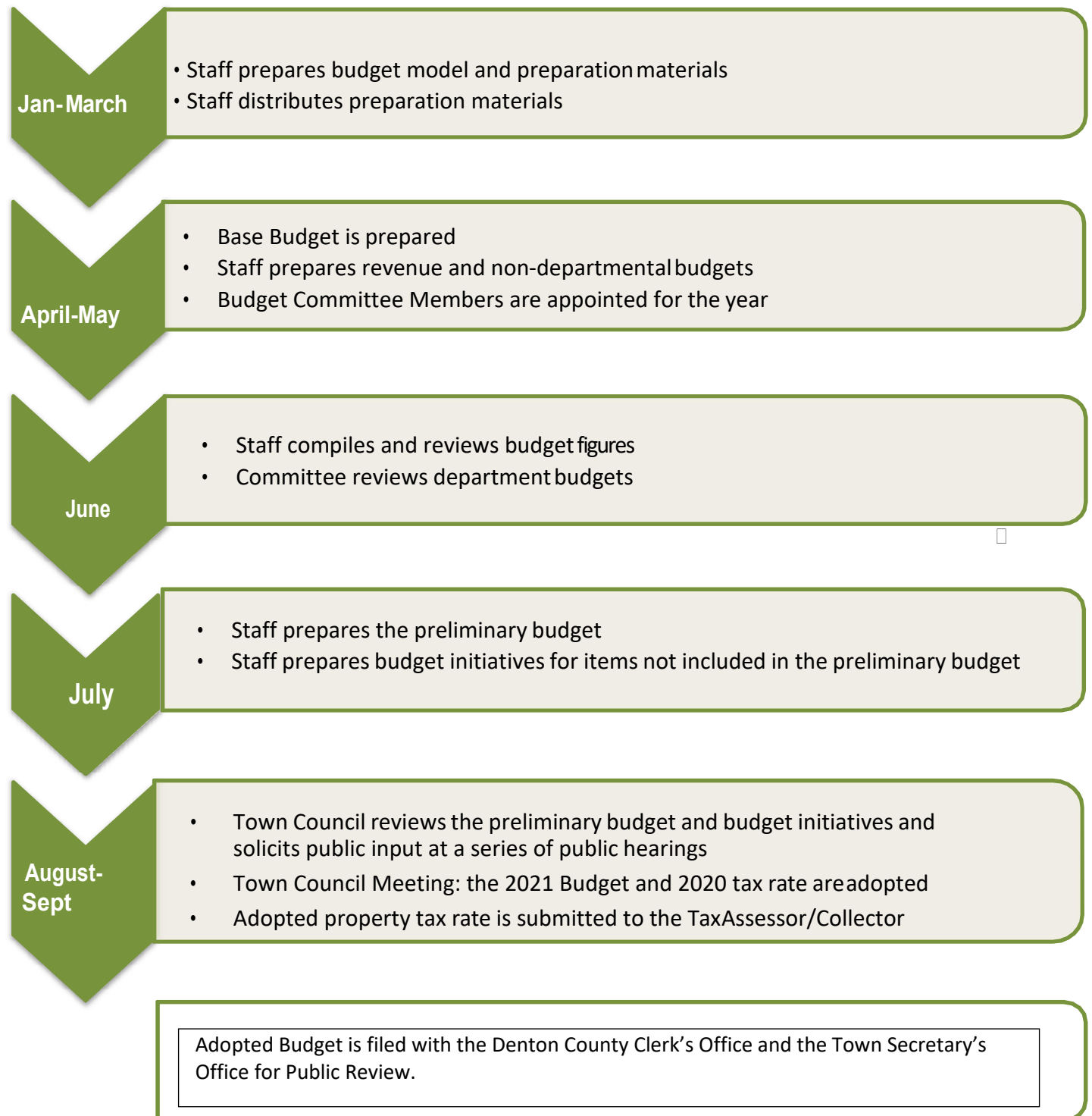
Town Council Review

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

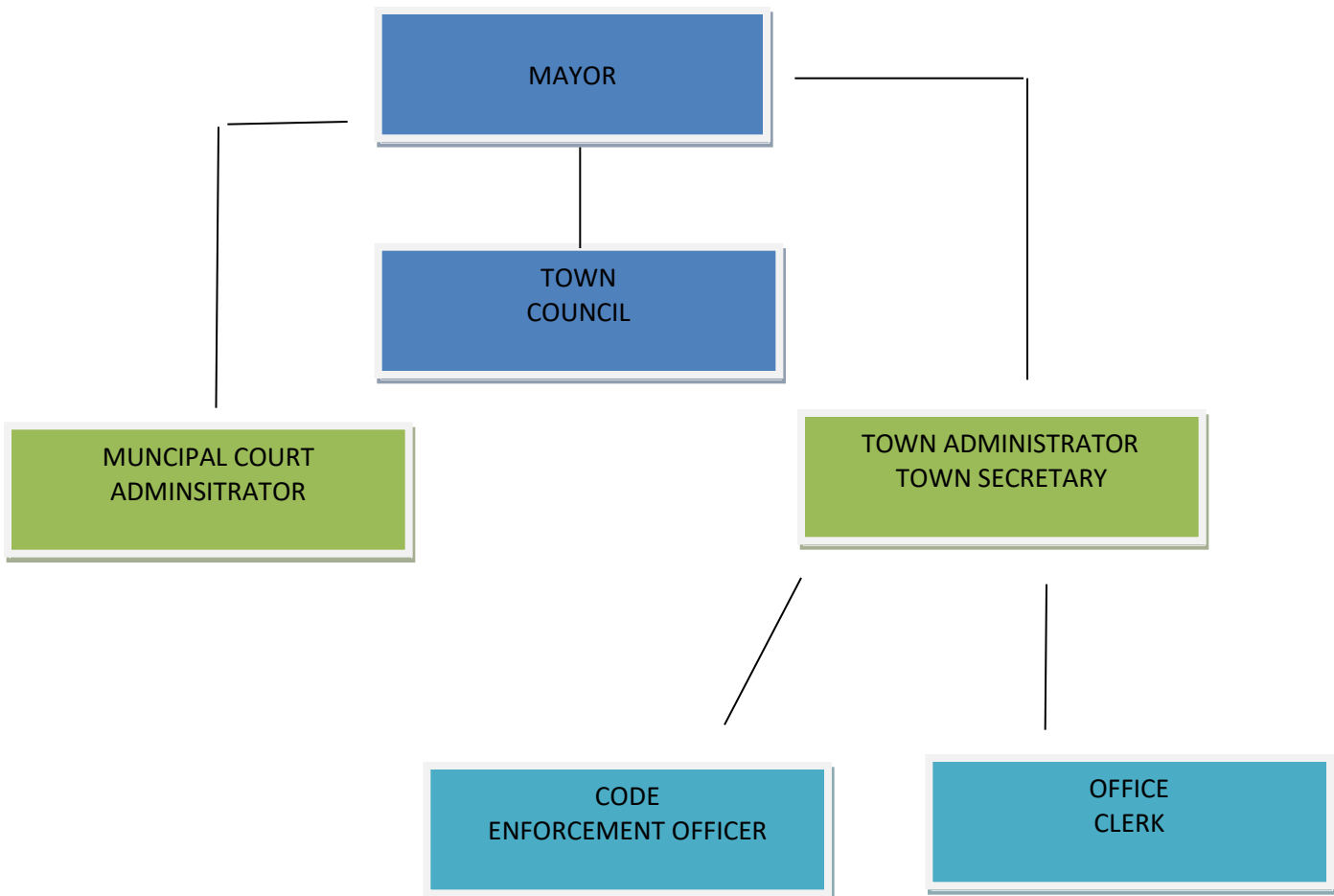
Adopted Budget

- Budget is adopted and property tax rate is set
- Tax collector's office mails tax bills at beginning of October
- Tax payments are due no later than January 31
- Budget becomes effective October 1, 2021

Budget Cycle



ORGANIZATIONAL CHART



BOARDS AND COMMISSIONS

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

PLANNING AND ZONING COMMISSION-

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

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

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

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

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

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

BUDGET OVERVIEW

In This Section You Will Find:

Budget Overview 4-1

Statement of Revenues and Expenditures 4-3

Overview of Changes from 2020 Budget to 2021 Budget 4-4

Revenue Sources 4-5

Department/Program Descriptions 4-6

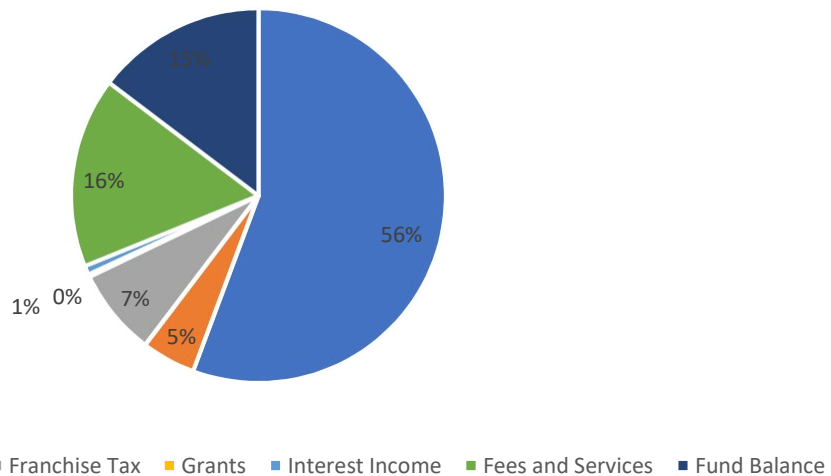
Department Expenses 4-8



WHERE THE MONEY COMES FROM BY REVENUE TYPE

Revenue	2020 Budget	2020 Forecast	2021 Budget	2020 to 2021 Budget	
				\$ Change	% Change
Property Tax	\$ 1,056,004	\$ 1,058,468	\$ 1,124,266	\$ 68,262	3%
Sales and Use Tax	83,661	132,000	90,000	6,339	7%
Franchise Fees	135,000	137,000	87,000	(48,000)	(35%)
Administrative Fees					
Grants and Contributions	4,000	4,000	4,000	0	0%
Interest Income	14,000	15,000	14,000	0	0%
Fees and Services	294,910	294,910	329,400	34,490	3.5%
Fund Balance Transfer	263,294	263,294	449,283	\$185, 989	70%
Total Revenue	\$ 1,850,869	\$ 1,904,672	\$ 2,097,949	\$247,080	

2021 BUDGET % of TOTAL REVENUE



Department/Program Descriptions

Administration

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

Municipal Court

- Court Fines and Fees
- Property and Sales Tax

Public Safety

- Court Fines and Fees, Sales Tax and Franchise Fees

Engineering

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

Public Works

- Property Tax, Sales Tax

Outreach

- User fees, property tax, sales tax.

Development Services

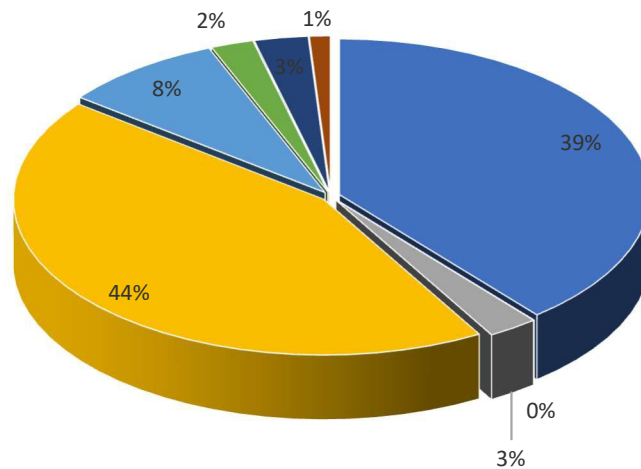
- Building Permit fees



WHERE THE MONEY GOES BY DEPARTMENT/PROGRAM

Department	2020 Budget	2020 Projected	2021 Budget	2020 Budget to 2021 Budget	
				Change	
Administration	\$609,497	\$ 481,615	\$ 647,701	\$ 38,204	
Municipal Court	48,750	35,301	54,600	5,850	
Public Safety	625,373	506,772	619,648	(5,725.)	
Development Services	31,700	23,450	42,500	10,800	
Outreach	13,400	4,929	13,000	(400)	
Engineering	120,000	113,130	120,000	0	
Public Works	402,149	284,801	600,500	198,351	
Total Expenditures	1850869	\$1,450,000	2,068,894	\$ 247,080	

2021 BUDGET % of TOTAL EXPENDITURES



■ Administration
 ■ Municipal Court
 ■ Public Safety
 ■ Engineering
 ■ Development Services
 ■ Public Works
 ■ Outreach

ADMINISTRATION DEPARTMENT BUDGET PLAN

I. DEPARTMENT DESCRIPTION

Administration

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

I. ACCOMPLISHMENTS OF 2020

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

II. GOALS OF THE DEPARTMENT'S 2021 BUDGET PLAN

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

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

III. IMPLEMENTATION OF THE DEPARTMENT'S 2021 BUDGET

Salaries and Benefits

\$195,500

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

Administrative Personnel (\$195,500) – Includes wages and benefits for two full-time staff members

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

Staff Development

\$10,000

- Meetings & Business Relations (\$500) – Expenses associated with finance-related committee meetings (audit committee, investment committee) and other business meetings.
- Staff Training & Conferences (\$7,800) – Includes travel, conference registration, and other expenses for staff members to receive training related to continuing education, professional development, governmental accounting, grant management, public records and software training.
- Book and Subscriptions (\$200) – Professional journals and publications.
- Dues and Membership (\$1,500) – Includes license renewals for TMRC and CMC certificates, annual dues for TML, GFOAT, TMCA, IIMC AND TCMA and resource materials for government administration

Office Expense

\$74,600

- Building Maintenance (\$30,000) – Building Supplies, cleaning, landscaping, repairs etc.
- Utilities- (\$ 19,600) – Telephone, Electricity, internet, gas and water.
- Computers (\$25,00) – Office Computers, security system, server, sound system, software

Contracted Services

\$284,546

- Professional Services (\$30,000) – Town Attorney and Legal Services;
- Auditors Fees (\$8,000)- Annual Audit Services
- Library Services (\$29,046) – Contribution to the Lake Dallas Library
- Election Expenses (\$6,000)- Contracted General Election
- Codification (\$4,000)- Codification of Town 's Ordinances
- Solid Waste Services (200,000) – Collection of solid waste and recycling
- Ad Valorem Taxes (\$7,500)- Tax Collection Services

Administrative Expenses

\$66,855

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

- Postage Shipping and Delivery (\$1,500)
- Bank Service Charges (\$300) -Bank service fees not covered by compensating balances.
- Software (\$30,000)- Accounting Software, Website Hosting and Management, Agenda Management Software, Email services and subscriptions, Laserfiche and security back up services
- Council Contingency (29,055)

Total Cost for the Administration Department's 2018 Budget Plan

\$647,701

2021 Municipal Court Budget Plan

I. Department Description

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

II. ACCOMPLISHMENTS OF 2020

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

III. GOALS OF THE DEPARTMENT'S 2021 BUDGET PLAN

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

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2021 BUDGET

Salaries and Benefits

\$16,000

- Municipal Court Administrator (\$16,000) – Includes salaries and benefits for Municipal Court

Administrator who also serves as Deputy Town Secretary.

Staff Development **\$5,000**

- Training & Conferences (\$1,000)

\$4,800

EQUIPMENT

Software(\$3,700) – Municipal Court Software, Video Recording Equipment

- Office Supplies (\$100) –Includes department specific supplies: property file folders, processing and special plastic document holders, batteries, labels, notebooks, reference books, film, photos and toner.
- Postage and Shipping (\$1,000)

Contracted Services **\$14,800**

- Professional Services (\$14,800) – Includes municipal court judge and prosecuting attorney.

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

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

Total Cost for Municipal Court **\$54,600**

I. DEPARTMENT ANALYSIS

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

ANIMAL CONTROL

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



CODE ENFORCEMENT

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

POLICE DEPARTMENT

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

Mission Statement

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

FIRE DEPARTMENT

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

Department Mission

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

Department Vision

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

Core Values

- Loyalty
- Respect
- Courage

II. ACCOMPLISHMENTS OF 2020

Code Enforcement

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

Fire Department

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

III. GOALS OF THE DEPARTMENT'S 2021 BUDGET PLAN

Fire Department

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

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2021 BUDGET

Salaries and Benefits \$15,000

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

Contracted Services \$ 609,573

- **Police Department (\$259,852)** The Town is currently in year three (3) of a 5-year contract with the City of Corinth Police Department. The Corinth Police Department is on call 24/7 for residents of the Town of Shady Shores.
- **Police Patrol Services Overtime (\$2,000)** Overtime services for officers when special patrols are needed (holidays, special events)
- **Fire Department (\$320,796)** Lake Cities Fire Department provides fire and emergency services to the residents of the Town of Shady Shores. This year's budget includes a capitol purchase of new

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

- **Animal Control (\$17,000)**
- **Computer Software (\$1,000) - software for Code Enforcement tracking and case management.**

Total Cost for Public Safety 2020 Budget Year

\$619,648

2021 Development Services

I. DEPARTMENT ANALYSIS

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

II. ACCOMPLISHMENTS OF 2020

- Review of permitting policy and updated information
- Building Permit applications available online
- Online Payments
- Updated Building Codes

III. IMPLEMENTATION OF THE DEPARTMENT'S 2021 BUDGET

Building Inspector	29700	21010.3	40000
Software	2000	1050	2500
Total	31700	22060.3	42500

PUBLIC WORKS AND ENGINEERING DEPARTMENTS

I. DEPARTMENT ANALYSIS

Town Engineer

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

PUBLIC WORKS

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

II. GOALS OF THE DEPARTMENT

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

III. ACCOMPLISHMENTS

- Successful Renewal of MS4 Stormwater Permit
- Engineering for S. Shady Shores Bridge project started
- Coordinated work with the City of Corinth to complete road repairs on W. Shady
- Coordinated with the City of Lake Dallas to complete crack seal projects.

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2021 BUDGET

Contracted Services

Engineering (\$100,000)	\$100,000
Attorney Fees (\$20,000)	\$ 20,000
Z-Texas Public Works	\$ 45,000
TOTAL CONTRACTED SERVICES	<u>\$165,000</u>

ROAD REPAIRS

Shady Lane Improvements (201,880)	\$ 201,880
S. Shady Shores Road Bridge (\$50,000)	50,000
322 W. Shady Shores Road	60,000
Misc Road Improvements	\$238,120
Stormwater	2,500
Sign Replacements	3,000
Total Engineering and Public Works	<u>\$720,500</u>

COMMUNITY OUTREACH

I. DEPARTMENT ANALYSIS

Keep Shady Shores Beautiful

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

Community Events Committee

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

II. ACCOMPLISHMENTS OF 2020

- Town Wide Clean Up Day with Tire Collection
- Tree Lighting /Planted a live Christmas Tree

III. GOALS OF THE DEPARTMENT'S 2021 BUDGET PLAN

- Increased Signage
- Clean Up Days
- Development of Native Garden

IV. IMPLEMENTATION OF THE DEPARTMENT'S 2021 BUDGET

100 - General Fund Public Works	2021 Requested
Promotional	5,000
Community Events	2,000
KSSB	6,000
Community Outreach Totals	13,000

ACCOUNT DESCRIPTION	2020-2021
<u>GENERAL INCOME</u>	
Ad ValoremTax	1124266
Sales Tax	90000
ONCOR	82000
Atmos Energy	27000
Charter Communication	15000
Public Information Requests	50
Other Income	100
Facility Rental	150
Reimbursements	100
Community Events Income	500
Solid Waste Collections	218000
Connect Fees	2500
Local government grants	4000
Variances	1000
Building Permit Fees	45000
Platting; Zoning Changes	5000
Interest Earned	14000
MUN Court SVC Fee Retained	20000
Total	1648666
 BUDGETED FUND BALANCE	 449283
Total	2097949

<u>ADMINISTRATION</u>	
Software	30000
Attorney Fees	30000
Office Supplies	3500
Library	29046
Accounting/Audit fees	8000
Legal Advertising	2500
Postage, shipping, delivery	1500
Codification	4000
Election expenses	6000
Dues	1500
Ad Valorem Tax Svc	7500
Contingency provisions	29055
Books, subscriptions, reference	200
Town Secretary	71500
Office Clerk	25000
Deputy Town Secretary	40000
Payroll Tax	15000
TMRS	18000
Staff Development	10000
Workers' Compensation	800

ACCOUNT DESCRIPTION	2020-2021
Health Care	14000
Insurance	6000
Computer Expenses	25000
Telephone	2800
Utility Atmos Energy	1000
Utility LCMUA	1800
Utility Electric	14000
Building Maintenance	30000
Solid Waste Contract	200000
Salary Adjustments	20000
Total	647701

MUNICIPAL COURT

Staff development	5000
Software	3700
Attorney Fees	10000
Office Supplies	100
Postage, shipping, delivery	1000
Municipal Judge	4800
Municipal Court Clerk	16000
TMRS	1000
Baliff	500
Municipal Court Fines to State	10000
Municipal Court Jury Service	500
Deliquent Ticket Collection Fee	2000
Total	54600

PUBLIC SAFETY

Software	1000
Animal Control	17000
Code Enforcement Officer	15000
Fire Dept	320796
Police Patrol Svc	259852
Police Patrol Services- OT	2000
Child Safety Programs	4000
Total	619648

DEVELOPMENT SERVICES

Building Inspector	40000
Software	2500
Total	42500
Community Events	2000
Promotional	6000
Total	13000

ACCOUNT DESCRIPTION**2020-2021****ENGINEERING**

Attorney Fees

20000

Engineer fees

100000

ACCOUNT DESCRIPTION	2020-2021
Total	120000
 <u>PUBLIC WORKS</u>	
Public Works	45000
Signs	3000
Grants NCTCOG-FEMA CTP	0
Regional Storm Water Program	2500
Roads / Streets	550000
Total	600500
 TOTAL EXPENSES	2097949
INCOME	2097949
NOI	0

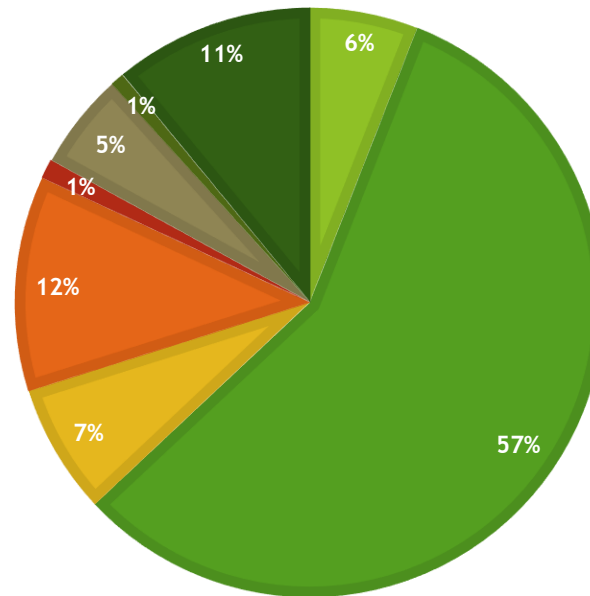
Town of Shady Shores

2021

Revenues \$2,097,949

INCOME

■ Sales Tax ■ Ad Valorem Tax ■ Franchise Payment ■ Solid Waste Revenue ■ Municipal Court ■ Development Services ■ Interest Earned ■ Other



Expenses

Administrative

Salaries and Personnel

Software and Computers

Elections

Solid Waste Contract

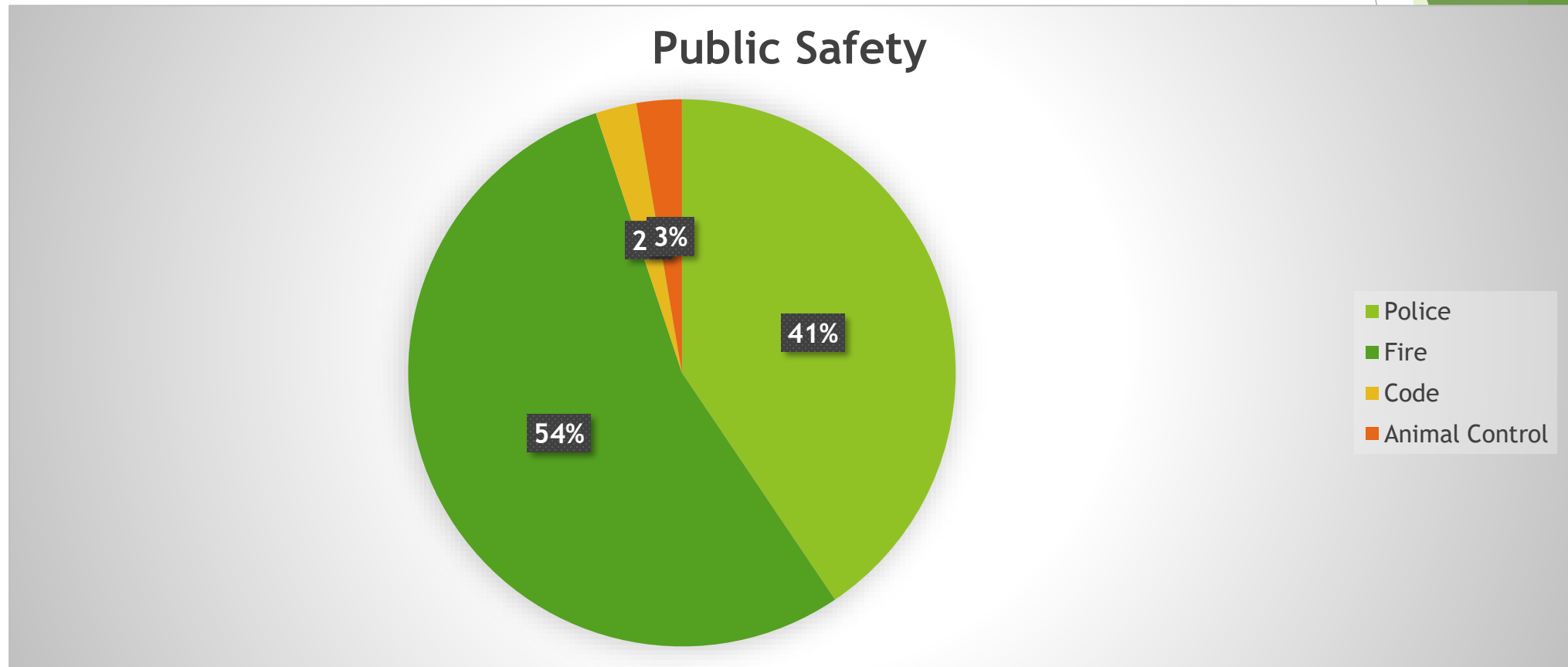
Library

Office and Building Maintenance

	2020-2021 Proposed
Salaries/Benefits	\$ 195,500
Staff Development	\$ 10,000
Professional Services	\$ 300,746
Office Expense	\$ 74,600
Administrative Expenses	\$ 66,855
Total	\$ 647,701

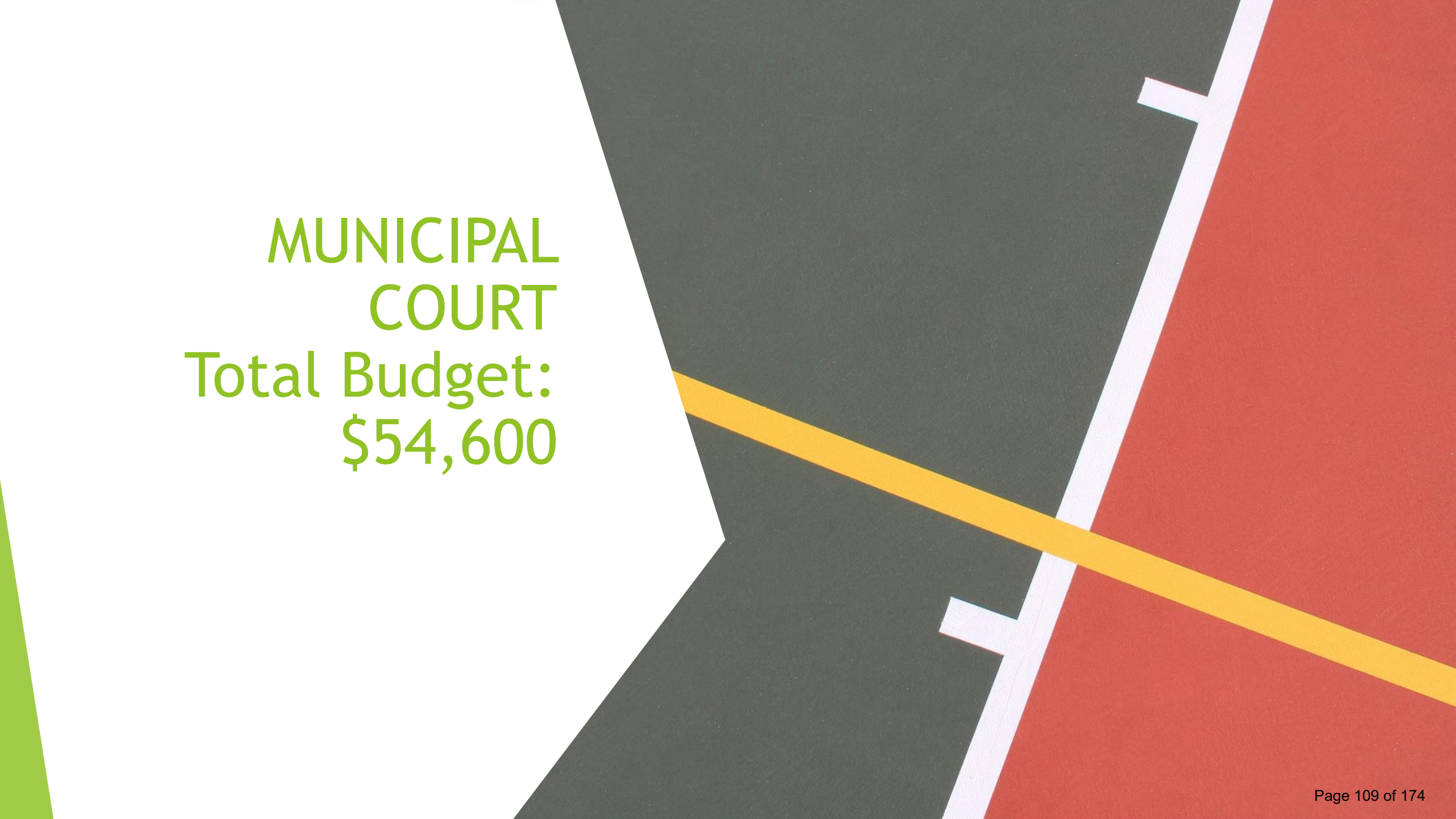
Total Administrative Budget \$647,701

Public Safety Budget



PUBLIC SAFETY

	2020-2021 Proposed
Animal Control	\$ 17,000
Code Enforcement	\$ 15,000
Police Patrol	\$ 261,852
Fire Services	\$ 320,796
Software	\$ 1,000
Grants	\$ 4,000
Total	\$ 619,648



MUNICIPAL
COURT
Total Budget:
\$54,600

MUNICIPAL COURT	PROPOSED 2020-2021
Salaries	\$16,000
Staff Development	\$ 5,000
Equipment	\$ 5,300
Contracted Services	\$14,800
Court Fines and Collections	\$13,500
Total	\$ 54,600

DEVELOPMENT
SERVICES - \$
42,500

BUILDING INSPECTOR

\$ 40,000

SOFTWARE

\$2,500

COMMUNITY OUTREACH

TOTAL
BUDGET
\$13,000



KEEP SHADY SHORES BEAUTIFUL
\$ 5,000



PROMOTIONAL
\$ 6,000



COMMUNITY EVENTS
\$ 2,000

Engineering

Total Budget: \$120,000

PUBLIC WORKS

SIGNS (TRAFFIC AND STREET SIGNS)

\$2,500

REGIONAL STORMWATER PROGRAM

\$2,500

ROAD AND STREET REPAIR

\$550,000

PUBLIC WORKS

\$45,000

TOTAL PUBLIC
WORKS
BUDGET-
\$600,500

TOTAL EXPENDITURES AT A GLANCE



TOTAL
BUDGET

REVENUES
\$ 2,097,949

EXPENDITURES
\$ 2,097,949

ORDINANCE NO. _____
(Adopting a Tax Rate for 2020)

AN ORDINANCE OF THE TOWN OF SHADY SHORES, DENTON COUNTY, TEXAS LEVYING THE AD VALOREM TAXES FOR THE YEAR 2020 (Fiscal Year 2020-2021) AT A RATE OF \$0.321958 PER ONE HUNDRED DOLLARS (\$100) ASSESSED VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE TOWN OF SHADY SHORES AS OF JANUARY 1, 2020, TO PROVIDE REVENUE FOR THE PAYMENT OF CURRENT EXPENSES; PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

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

SECTION 1. There be and is hereby levied for the year 2020 on all taxable property, real, personal and mixed, situated within the corporate limits of the Town of Shady Shores, and not exempt by the Constitution of the State and valid State laws, a tax of **\$0.321958** on each One Hundred Dollars (\$100) assessed valuation of taxable property, and shall be apportioned and distributed as follows:

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

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.

SECTION 2. All ad valorem taxes shall become due and payable on October 1, 2020, and all ad valorem taxes for the year shall become delinquent if not paid prior to February 1, 2021. There shall be no discount for payment of taxes prior to February 1, 2021. A delinquent tax shall incur all penalty and interest authorized by law, to wit:

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

(b) Provided, however, a tax delinquent on July 1, 2021 incurs a total penalty of twelve per cent of the amount of delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at the rate of one percent for each month or portion of a month the tax remains unpaid. Taxes for the year 2020 and taxes for all future years that become delinquent on or after February 1 but not later than May 1, that remain delinquent on July 1 of the year in which they become delinquent, incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and 33.07, as amended. Taxes assessed against tangible personal property for the year 2020 and for all future years that become delinquent on or after February 1 of a year incur an additional penalty on the later of the date the personal property taxes become subject to the delinquent tax attorney's contract, or 60 days after the date the taxes become delinquent, such penalty to be in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 33.11. Taxes for the year 2020 and taxes for all future years that remain delinquent on or after June 1 under Texas Property Tax Code Sections 26.07(f), 26.15(e), 31.03, 31.031, 31.032 or 31.04 incur an additional penalty in the amount of twenty percent (20%) of taxes, penalty and interest due, pursuant to Texas Property Tax Code Section 6.30 and Section 33.08, as amended.

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

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

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

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

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

DULY PASSED by the Town Council of the Town of Shady Shores, Texas, on the _____ day of September, 2020, with Councilmembers voting as follows:

In favor: _____

Opposed: _____

APPROVED:

Cindy Aughinbaugh, Mayor

CORRECTLY ENROLLED:

Wendy Withers, Town Secretary

APPROVED AS TO FORM:

James E. Shepherd, Town Attorney



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Span Contract- Consider and act on approval of a contract with Span-Transit for services for the 2021 Fiscal Year.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Copy of SHADY SHORES CLIENT CITY REPORT FOR JULY 2020
2. 20-21 Shady Shores Agreement

REVIEWED BY:

SHADY SHORES CLIENT TRIP REPORT FOR JULY 2020

RiderID	Disabled	Race	Gender	AccountName	RideDate	PickupCity	DropoffCity	RidePurpose	Units Count	Client Count
3568	N	CAUCASIAN	M	SHADYSHORES	7/1/2020 12:00 AM	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/1/2020 12:00 AM	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/7/2020 12:00 AM	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/7/2020 12:00 AM	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/8/2020 12:00 AM	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/8/2020 12:00 AM	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/10/2020 12:00	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/10/2020 12:00	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/14/2020 12:00	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/14/2020 12:00	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/21/2020 12:00	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/21/2020 12:00	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/24/2020 12:00	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/24/2020 12:00	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/29/2020 12:00	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/29/2020 12:00	PLANO	DENTON	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/31/2020 12:00	DENTON	PLANO	MEDICAL	1	
3568	N	CAUCASIAN	M	SHADYSHORES	7/31/2020 12:00	PLANO	DENTON	MEDICAL	1	1
									18	1

STATE OF TEXAS §

COUNTY OF DENTON §

INTERLOCAL AGREEMENT FOR SERVICES

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

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

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

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

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

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

WHEREAS, Riders in TOWN may be taken anywhere in SPAN's demand response transit service area in Denton County at a cost to the Riders of \$3.00 for seniors (age 65 and older) and people with documented disabilities for the purposes of medical treatments, doctor's and dentist's appointments, trips to get prescriptions filled; and the following trips are limited to four one-way trips per week: shopping for necessities, travel to and from the Lake Dallas Public Library, Employment, Education, Nutrition, Recreation, and Workshop trips; and

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

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

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

1. Recitals

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

2. Scope of Transportation Services

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

3. SPAN Transportation Operations

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

4. Payment

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

5. Indemnification

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

6. Insurance

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

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

Name the TOWN, and its officials, officers and employees, as additional insureds and provide thirty (30) days written notice to TOWN of any material change to or cancellation of the insurance.

7. Assignment and Delegation

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

8. Severability

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

9. Mediation

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

10. Term of Agreement

The term of this Agreement shall be from October 1, 2020 through September 30, 2021, subject to renewal by the parties. Either party may modify this Agreement by submitting, in writing, the proposed amendment to be considered and executed by both parties. This Agreement may be terminated with or without cause by either party by giving thirty (30) days written notice to the other party of their intent to terminate the Agreement..

11. Applicable Law Venue

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

12. Attorney's Fees and Costs

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

IN WITNESS WHEREOF the TOWN of Shady Shores and Span, Inc. have executed this Agreement on this the _____ day of _____, 2020.

SPAN, INC:

Michelle McMahon, Executive Director

TOWN of Shady Shores

_____, TOWN Mayor

ATTEST:

TOWN Secretary



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: **Board Member Appointments- Consider and act on appointing officials to serve on the following boards and or commissions;
Planning and Zoning Commission
Keep Shady Shores Beautiful**

BACKGROUND/INFORMATION:

The Town has advertised for applicants who are interested in serving on the various boards and commissions for the Town of Shady Shores. At this time, no new applications were submitted however all current members indicated that they are interested in reappointment.

The following members of the **Planning and Zoning Commission** are due to be reappointed:

Allen Lea- Currently Serving as Chairman
Rebecca Morga- Currently Serving as Vice Chairman

Keep Shady Shores Beautiful

The following members are due to be reappointed to the Keep Shady Shores Beautiful Board:

Nathan Abato
Tamara Ross
Amy Whiting

All of current board members have indicated they would like to be reappointed to their current boards. We have received applications from **Juli Bartley** to serve on the Keep Shady Shores Beautiful Board and the Planning and Zoning Commission.

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

Reappoint the current members of the Planning and Zoning Commission and the Keep Shady Shores Beautiful Board.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. TAMARA ROSS KEEP SHADY SHORES BEAUTIFUL
2. Whiting Amy Keep Shady Shores Beautiful
3. Nathan Abato Keep Shady Shores Beautiful
4. Bartley, Juli Keep Shady Shores Beautiful
5. Morgan Rebecca - Planning and Zoning Commission

6. Lea Allen Planning and Zoning
7. Bartley, Juli P&Z Application

REVIEWED BY:

From: noreply@civicplus.com
To: [Wendy Withers](#); [Amber Schuler](#)
Subject: Online Form Submittal: Board Application Form
Date: Friday, May 18, 2018 5:32:27 PM

Board Application Form

Select the Board, Commission, or Committee applying for

Keep Shady Shores Beautiful

Personal Information

First Name Tamara

Last Name Ross

Sex: Female

Address1 206 Shahan Drive

Address2 *Field not completed.*

City Shady Shores

State TX

Zip 76208

Home Phone Number

Business Address 3000 N I-35

Business Phone Number

Occupation CPhT - Pharmacy Buyer

Email Address

Residency Information

Length of Residency in Shady Shores 1995 - 23 years

Are you a registered voter Yes

Education and Hobbies

High School	Lewisville High School
College	UNT - B
Trade or Business School	<i>Field not completed.</i>
Hobbies	ceramics, stained glass, boating, art
Organization Membership Information	
Are you currently serving on other Boards, Commissions, or Committees?	No
If yes, which	<i>Field not completed.</i>
Have you served on a Town of Shady Shores Board, Commission, or Committee before?	Yes
If yes, which	New community center building committee
	<i>Field not completed.</i>
Please list organization memberships and positions held	<i>Field not completed.</i>
Briefly describe why you would like to serve on this board.	I care about our town and its residents old and new and would like to help the city keep a nice balance between the 2 while keeping our town safe and beautiful for everyone.
Please Enter Basic Resume Information Below	<i>Field not completed.</i>
Please upload resume	<i>Field not completed.</i>

Email not displaying correctly? [View it in your browser.](#)

Print**Board Application Form - Submission #1527****Date Submitted: 9/4/2018****Select the Board, Commission, or Committee applying for***Keep Shady Shores Beautiful **Personal Information****First Name***

Amy

Last Name*

Whiting

Sex:*☐ Male☒ Female**Address1***

409 Oakwood Circle

Address2**City***

Shady Shores

State*

TX

Zip*

76208

Home Phone Number***Business Address***

1500 N Corinth Street, Corinth, TX 76208

Business Phone Number***Occupation*****Email Address****Residency Information****Length of Residency in Shady Shores*****Are you a registered voter***☒ Yes☐ No**Education and Hobbies****High School****College****Trade or Business School****Hobbies****Organization Membership Information**

Are you currently serving on other Boards, Commissions, or Committees?*

☐ Yes

☒ No

If yes, which

Have you served on a Town of Shady Shores Board, Commission, or Committee before?*

☐ Yes

☒ No

If yes, which

☒

Please list organization memberships and positions held

professional organizations related to chemistry and education

Briefly describe why you would like to serve on this board.

I want to become more involved in my community and give back through service.

I am mostly acquainted with the Keep Shady Shores Beautiful committee, but am interested in other boards as needed.

Please Enter Basic Resume Information Below

Please upload resume

Whiting CV.doc



My Favorites

Pages

Modules

0



Wendy

Help

[Main](#) [Field Sets](#) [Legacy Forms](#) [Properties](#) [Permissions](#)[View Site](#) [Form Center](#)[Back](#) [Print](#)

Form Center ► Board and Commissions Application ► Board Application Form ► Submission #174

Select the Board, Commission, or Committee applying for*

Planning & Zoning Commission ▼

Save Changes

[Cancel](#)

Personal Information

First Name*

Nathan

Last Name*

Abato

Sex*

- ☒ Male
☐ Female

Address1*

213 Lakeside Dr.

Address2

City*

Shady Shores

State*

TX

Zip*

76208

Home Phone Number*

Business Address*

3300 Corinth Parkway

Business Phone Number*

Occupation*

Development Coordinator - City of Corinth - Planning and Zoning Department

Email Address

Form Details

SUBMITTED BY

SUBMITTED ON

November 18, 2014 4:02 PM

IP ADDRESS

75.142.188.46

REFERRER

<http://www.shady-shores.com/FormCenter/Board-and-Commissions-Application-14/Board-Application-Form-46>

Answered 23 of 27 (85.2%)

 My Favorites Pages Modules

0  Wendy Help

Residency Information**Length of Residency in Shady Shores***

8 months

Are you a registered voter*

- ☐ Yes
☒ No

Education and Hobbies**High School**

Kenmore West Senior High School

College

Loyola University - Bachelor's

Trade or Business School

Texas Woman's University - Master's

Hobbies

reading, chasing after my kids

Organization Membership Information**Are you currently serving on other Boards, Commissions, or Committees?***

- ☐ Yes
☒ No

If yes, which

Have you served on a Board, Commission, or Committee before?*

- ☐ Yes
☒ No

If yes, which

Please list organization memberships and positions held



My Favorites

Pages

Modules

0



Wendy

Help

Briefly describe why you would like to serve on this board.

I was recently promoted to the Development Coordinator position for the City of Corinth's Planning & Zoning Department and I realize the importance of being a part of the commission that's responsible for improving the quality of life and responsibly planning for the future—especially as a resident of Shady Shores.

Please Enter Basic Resume Information Below

Development Coordinator, City of Corinth, TX 10/10 - present
 Responsibilities include being the primary city representative facilitating the navigation of city development requirements and processes for development projects. Serve as project manager for development within the city. Coordinates and acts as primary point-of-contact for architecture, planning and engineering contractors, and project managers for development projects. Assists business and developer projects in navigating the development process.

Code Enforcement Officer, City of Corinth, TX 9/10 – 9/14
 Responsibilities include enforcement of municipal ordinances and state laws with primary focus on the immediate public health and safety of the residents of Corinth. Investigate criminal complaints regarding municipal law and interview witnesses and suspects; gather evidence and document all information received. Provide testimony in municipal court regarding criminal cases. Develop and manage case status including follow-up actions required for ordinance violation remediation. Responsible for all city code enforcement issues. Perform all financial aspects of code enforcement department—liens, lien disputes, AR requests, Act as liaison for city contractors engaged for maintenance of public and residential property.

Code Enforcement Officer, City of The Colony, TX 6/09 – 8/10
 Responsibilities include monitoring adherence to local codes and ordinances related to housing, environmental, zoning and building construction. Perform routine and ad hoc inspections of residential and commercial properties. Effectively communicate violations and required remediation steps.

Fire Inspector, City of Dallas, TX 11/07 – 4/09
 Responsibilities include fire prevention inspections to locate hazardous conditions and fire code violations in commercial and public buildings. Identify corrective actions required to bring properties into compliance with applicable fire codes, laws, regulations and standards and explain these measures to property owners. Inspect and test fire protection and /or fire detection systems to verify that such systems are installed in accordance with appropriate ordinances, laws and regulations. Conduct fire watches at high occupancy events to ensure public safety.

Code Inspector, City of Dallas, TX 06/06 – 11/07
 Responsibilities included monitoring adherence to local codes and ordinances related to housing, environmental, zoning and building construction. Perform routine and ad hoc inspections of residential and commercial properties. Effectively communicate violations and required remediation steps. Document and issue citations as required to resolve potential public health and safety issues.

Wendy Withers

From: noreply@civicplus.com
Sent: Thursday, September 3, 2020 3:11 PM
To: Wendy Withers; Amber Schuler
Subject: Online Form Submittal: Board Application Form

Board Application Form

Select the Board,
Commission, or Committee
applying for

Keep Shady Shores Beautiful

Personal Information

First Name Juli

Last Name Bartley

Sex: Female

Address1 403 Fritz Ln

Address2 *Field not completed.*

City Shady Shores

State Texas

Zip 76208

Home Phone Number



Business Address 325 E Hundley

Business Phone Number 9404974037

Occupation Teacher/Coach

Email Address jbartley@ldisd.net

Residency Information

Length of Residency in
Shady Shores 20 years

Are you a registered voter Yes

Education and Hobbies

Print**Board Application Form - Submission #861****Date Submitted: 8/30/2016****Select the Board, Commission, or Committee applying for***

Planning & Zoning Commission

**Personal Information****First Name***

Rebecca

Last Name*

Morgan

Sex:*☐ Male☒ Female**Address1***

114 N Garza Rd

Address2**City***

Shady Shores

State*

Texas

Zip*

76208

Home Phone Number***Business Address***

PO Box 1295 Lake Dallas, Texas 75065

Business Phone Number***Occupation***

Retired / Self Employed

Email Address**Residency Information****Length of Residency in Shady Shores***

32 years

Are you a registered voter*☒ Yes☐ No**Education and Hobbies****High School**

Graduated Imperial High School Big Sandy, Texas

College

None

Trade or Business School

None

Hobbies

Photography, Raising Rare Breed Chickens

Organization Membership Information

Are you currently serving on other Boards, Commissions, or Committees?*

- ☒ Yes
☐ No

If yes, which

Planning & Zoning Commission

Have you served on a Town of Shady Shores Board, Commission, or Committee before?*

- ☒ Yes
☐ No

If yes, which

Planning & Zoning Commission

**Please list organization memberships and positions held**

Life member, past branch president of the Federation of Feline Conservation; Member of: National Wildlife / Guardian of the Wild; National Audubon Society; ASPCA; SPCA of Texas; World Wildlife; Cornell Lab of Ornithology; Arbor Day Foundation; Earth Justice; Wilderness Society; Food & Water Watch; and i-naturalists.

Briefly describe why you would like to serve on this board.

I believe in community service and feel I have a lot to offer to the town. I have a good understanding of ordinance creation and enforcement. And have experience in reading subdivision plans assuring they meet the current zoning ordinances.

Please Enter Basic Resume Information Below

2001 - Retired from City of Dallas after 30 years. Job title at time of retirement - Development Code Specialist - Job duties while Code Specialist - Review plans for zoning issues; Interpret Zoning Code for citizens; Technical Zoning Consultant for Dallas City Council; Dallas P&Z; and Dallas City Attorneys; Helped with revisions to Dallas Sign Ordinances; Taught Zoning Ordinances to Code enforcement officers and employees working toward Development Code Certification.

Served as Chairperson Shady Shores Planning & Zoning Commission for about 10 years in the 1990's

Present - Vice-chair Shady Shores Planning & Zoning Commission.

Please upload resume

No file chosen

Print**Board Application Form - Submission #864****Date Submitted: 8/31/2016****Select the Board, Commission, or Committee applying for***

Planning & Zoning Commission

**Personal Information****First Name***

Allen

Last Name*

Lea

Sex:*☒ Male☐ Female**Address1***

105 Olives Branch

Address2**City***

Shady Shores

State*

TX

Zip*

76208

Home Phone Number***Business Address***

Business Phone Number*

Does not apply. I am retired.

Occupation*

I spent 40 years in marketing and sales. I am now retired

Email Address

[REDACTED]

Residency Information**Length of Residency in Shady Shores***

9+ years

Are you a registered voter*

☒ Yes

☐ No

Education and Hobbies**High School**

Sooner High School, Bartlesville Oklahoma

College

University of Oklahoma, Norman Oklahoma

Trade or Business School**Hobbies****Organization Membership Information**

Are you currently serving on other Boards, Commissions, or Committees?*

- ☒ Yes
☐ No

If yes, which

Planning and Zoning

Have you served on a Town of Shady Shores Board, Commission, or Committee before?*

- ☒ Yes
☐ No

If yes, which

Planning and Zoning



Please list organization memberships and positions held

Irving Schools Foundation, University of North Texas College of Business Advisory, Friends of Kebyar (architectural preservation)

Briefly describe why you would like to serve on this board.

I enjoy serving the whole community, facilitating a well run planning and zoning process.

Please Enter Basic Resume Information Below

I retired from Xerox Corporation in November 2015 after working in a variety of marketing and sales positions over 30+ years.

Please upload resume

No file chosen

Wendy Withers

From: noreply@civicplus.com
Sent: Thursday, September 3, 2020 3:09 PM
To: Wendy Withers; Amber Schuler
Subject: Online Form Submittal: Board Application Form

Board Application Form

Select the Board,
Commission, or Committee
applying for

Planning & Zoning Commission

Personal Information

First Name	Juli
Last Name	Bartley
Sex:	Female
Address1	403 Fritz Ln
Address2	Field not completed.
City	Shady Shores
State	Texas
Zip	76208
Home Phone Number	[REDACTED]
Business Address	325 E Hundley
Business Phone Number	9404974037
Occupation	Teacher/Coach
Email Address	jbartley@ldisd.net
Residency Information	
Length of Residency in Shady Shores	20 years
Are you a registered voter	Yes
Education and Hobbies	



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Interlocal Agreement- Consider and act on approval of an Interlocal Agreement with the City of Lake Dallas and the City of Corinth to Survey Dobbs Road.

BACKGROUND/INFORMATION:

The Town of Shady Shores, along with the Cities of Corinth and Lake Dallas are proposing a joint project to make improvements to Dobbs Road which is shared by all three communities. The first stage of the project includes determining the feasibility and estimated costs that would be incurred in performing a joint project involving the reconstruction and widening of Dobbs Road from its intersection with South Shady Shores Drive on the East to its intersection with Corinth Parkway on the West ("the Project"). An important component of the cost of the Project is identifying the additional right-of-way that would need to be acquired for the Project.

The Parties involved desire to engage the firm of Binkley & Barfield, Inc. to conduct the initial survey work and related title and other services for the purpose of identifying the parcels to be acquired for the Project.

FINANCIAL IMPLICATIONS:

The total cost of the project is \$33,615.
Shady Shores would be responsible for 38% = \$12,773.70
Corinth 31% = \$10,420.65
Lake Dallas 31% = \$10,420.65

RECOMMENDATION/ACTION DESIRED:

The Town Attorney has reviewed the Interlocal Agreement.

Town Staff recommends approval of the interlocal agreement.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

STATE OF TEXAS §
 §
COUNTY OF DENTON §

Interlocal Cooperation Agreement for Dobbs Road Reconstruction Project Surveying

This **Interlocal Cooperation Agreement for Dobb Road Reconstruction Project Surveying** (“Agreement”) is made and entered as of the Effective Date by and among the **City of Lake Dallas** (“**Lake Dallas**”), a Texas home rule municipality, the **City of Corinth** (“**Corinth**”), a Texas home rule municipality, and the **Town of Shady Shores** (“**Shady Shores**”), a Texas Type A General Law municipality. Lake Dallas, Corinth, and Shady Shores are sometimes referred to in this Agreement collectively as the “Parties” and individually as a “Party.”

Recitals:

WHEREAS, a public road commonly referred to by the Parties as “Dobbs Road” is located within the incorporated limits of the Parties as well as Denton County Precinct #3; and

WHEREAS, the Parties desire to determine the feasibility and estimated costs that would be incurred in performing a joint project involving the reconstruction and widening of Dobbs Road from its intersection with South Shady Shores Drive on the East to its intersection with Corinth Parkway on the West (“the Project”); and

WHEREAS the Texas Interlocal Cooperation Act (Chapter 791, Texas Govt. Code, as amended), authorizes Texas municipalities and other local governments to contract with one another to perform governmental functions and services, including all or part of a function or service in recreation, public health and welfare, and streets, roads, and drainage, engineering, and other governmental functions in which such local governments are mutually interested; and

WHEREAS, an important component of the cost of the Project is identifying the additional right-of-way that would need to be acquired for the Project; and

WHEREAS, the Parties desire to engage the firm of Binkley & Barfield, Inc. (“Surveyor”) to conduct the initial survey work and related title and other services for the purpose of identifying the parcels to be acquired for the Project; and

WHEREAS, the governing body of each of the Parties has determined the functions and services of the Parties set forth in this Agreement are governmental functions and services which each Party is authorized to perform and provide, and the terms, conditions and provisions of this Agreement are in support of and further the public health, safety welfare, and convenience of the citizens of each of the Parties and are in the public interest.

NOW, THEREFORE, for and in consideration of the above and foregoing recitals, the mutual benefits and obligations set forth herein, and other good and valuable consideration, the Parties agree as follows:

Section 1. Term/Termination. This Agreement shall be effective on the date when it bears the signatures, whether appearing on the same document or identical counterparts, of

authorized representatives of all of the Parties (“the Effective Date”) and shall terminate when all obligations set forth in this Agreement have been performed and a copy of the work performed by Surveyor delivered to the Parties. Any Party may terminate its participation in this Agreement not earlier than thirty (30) days after providing written notice to the other Parties; provided, however, a Party who exercises its right to terminate its participation in this Agreement pursuant to this Section 1 shall remain obligated pursuant to Section 3, below, to pay its portion of the costs for services provided pursuant to the Surveyor Agreement (as defined below) through the effective date of such termination, which obligation shall survive the Party’s termination of its participation in this Agreement.

Section 2. Scope of Work- Lake Dallas as Lead City.

(a) By signing this Agreement, Corinth and Shady Shores hereby request and authorize Lake Dallas, and Lake Dallas agrees, to negotiate and enter into an agreement with Surveyor to provide professional land surveying and other services (the “Services”) relating to the Project, such agreement to be substantially in the form attached hereto as Exhibit “A” and incorporated herein by reference (the “Surveyor Agreement”).

(b) Each Party agrees to cooperate and, to the extent reasonably necessary to facilitate Surveyor’s performance of the services described in the Surveyor Agreement, assist and provide such information to Surveyor and Lake Dallas as may be requested.

(c) Lake Dallas agrees to act as the liaison and point of contact with Surveyor. Any payments owed Surveyor for services or goods pursuant to the Surveyor Agreement shall be paid directly by Lake Dallas from funds currently available to Lake Dallas, and each Party agrees to pay its share to Lake Dallas in accordance with Section 3, below.

(d) Lake Dallas agrees to be primarily responsible for monitoring Surveyor’s work and compliance with provisions of the Surveyor Agreement.

Section 3. Consideration and Payment Obligations.

(a) Each Party agrees to pay its proportionate share of the costs of the Services provided by Surveyor pursuant to the Surveyor Agreement based upon the following allocation:

- (1) Corinth: 31%
- (2) Lake Dallas: 31%
- (3) Shady Shores: 38%

(b) The total cost of the Services provided by Surveyor pursuant to the Surveyor Agreement shall not exceed THIRTY-THREE THOUSAND SIX HUNDRED FIFTEEN AND NO/100 DOLLARS (\$33,615.00) unless otherwise agreed in writing by the Parties.

(c) Corinth and Shady Shores agree to pay Lake Dallas their respective shares of the costs incurred pursuant to the Surveyor Agreement not later than fifteen (15) days after receipt of invoice from Lake Dallas accompanied by a copy of the invoice received by Lake Dallas from Surveyor.

(d) The Parties agree the payments made hereunder by each Party for the Services and for the services provided by Lake Dallas provide valid and sufficient consideration for the services rendered and payments made hereunder. The Parties further warrant and represent that, as of the Effective Date, the governing body of each of the Parties has appropriated and obligated current funds for the purpose of paying their respective financial obligations pursuant to this Agreement.

(e) Lake Dallas shall use the funds received from Corinth and Shady Shore pursuant to Section 3(c), above, solely to pay Surveyor for amounts due under Surveyor Agreement.

Section 4. Miscellaneous.

(a) *Payment from Current Revenues.* Each Party paying for the performance of the governmental functions and services described in this Agreement shall make those payments from current revenues available to the paying Party.

(b) *Notices.* Any notices or other communication required to be provided to a Party in this Agreement shall be in writing, addressed as provided hereinafter to the Party to whom the notice or other communication is given, and shall be either (i) delivered personally (hand-delivered), (ii) sent by United States certified mail, postage prepaid, return receipt requested, or (iii) placed in the custody of Federal Express Corporation or other nationally recognized carrier to be delivered overnight. Notice shall be deemed given: when received if delivered personally; 72 hours after deposit in the United States mail if sent by mail; and twenty-four (24) hours after deposit if sent by Federal Express or other nationally recognized carrier to be delivered overnight. Addresses for notices and/or other communications are as follows:

To Lake Dallas:

City of Lake Dallas, Texas
Attn: John Cabrales, City Manager
212 Main Street
Lake Dallas, Texas 75065

With Copy to:

Kevin B. Laughlin
Nichols, Jackson, Dillard, Hager & Smith, LLP
500 N. Akard, Suite 1800
Dallas, Texas 75201

To Corinth:

City of Corinth
Attn: Bob Hart, City Manager
3300 Corinth Parkway
Corinth, Texas 76208

With Copy to:

Andy Messer
Messer, Fort & McDonald, PLLC
6731 Preston Road, Suite 200
Frisco, Texas 75034

To Shady Shores:

Town of Shady Shores
Attn: Wendy Withers, Town Manager
101 S Shady Shores Road
Shady Shores, Texas 76208

With Copy to:

Jim Shepherd
Shepherd Law Firm
1901 N. Central Expressway, Suite 200
Richardson, Texas 75080-3528

The addresses and persons to whose attention a notice or communication is sent may be changed by giving notice of such change in the manner herein provided for giving notice.

(c) *Governing Law, Venue.* This Agreement and performance hereunder shall be governed by and construed in accordance with the laws of the State of Texas, without regard to choice of laws rules of any jurisdiction. Any and all suits, actions or legal proceedings between the Parties relating to this Agreement shall be maintained in the state courts of Denton County, Texas, which courts shall have exclusive jurisdiction for such purpose.

(d) *Responsibility.* To the extent allowed by law, and without waiving any immunity (governmental or otherwise) available to the Parties under Texas law, or any other defenses the Parties are able to assert under Texas law, each Party agrees to be responsible for its own negligent acts or omissions in the course of performance of this Agreement.

(e) *No Waiver of Immunity.* Notwithstanding any other provision of this Agreement, nothing in this Agreement shall or may be deemed to be, or shall or may be construed to be, a waiver or relinquishment of any immunity, defense, or tort limitation to which the Parties, their officials, officers, employees, representatives, and agents are or may be entitled, including, without limitation, any waiver of immunity to suit. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in any persons or entities who are not parties to this Agreement.

(e) *Relationship.* It is understood and agreed that the relationship among the Parties described in this Agreement is contractual in nature between independent Parties and does not constitute, and shall not be construed, as creating a partnership or joint venture relationship between the Parties. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement shall not create any rights in any individual or entity that is not a signatory hereto

(f) *Entire Agreement.* This Agreement represents the entire agreement between the Parties with respect to the subject matter covered by this Agreement. There is no other collateral, oral or written agreement between the parties that in any manner relates to the subject matter of this Agreement.

(g) *Exhibits; Recitals.* All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same. The above and foregoing recitals to this Agreement are incorporated into and made a part of this Agreement for all purposes.

(h) *Amendment.* This Agreement may be only be amended by written agreement of all of the Parties.

(i) *Headings; "Includes."* The section and subsection headings contained herein are for convenience only, shall not be used in interpretation of this Agreement, and are not intended to define or limit the scope of any provision of this Agreement. For purposes of this Agreement, "includes" and "including" are terms of enlargement and not of limitation or exclusive enumeration, and use of the terms does not create a presumption that components not expressed are excluded.

(j) *Severability.* The sections, subsection, and all provisions and portions of this Agreement are severable, and if any section, subsection, or other provision or portion hereof is held by a court of competent jurisdiction to be illegal, invalid or unenforceable under present or future laws, such section, subsection, or other provision or portion shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable sections, subsection, or other provision or portion is not a part hereof, and the remaining sections, subsections, and other provisions and portions hereof shall remain in full force and effect.

(k) *Assignment.* No Party may assign, transfer, or otherwise convey this Agreement, or any of its rights, duties, or obligations hereunder, without the prior written consent of the other Parties.

(l) *Force Majeure.* No Party shall be liable to the other Parties for any failure, delay, or interruption in the performance of any of the terms, covenants, or conditions of this Agreement due to causes beyond the Party's respective control or because of applicable law, including, but not limited to, war, nuclear disaster, strikes, boycotts, labor disputes, embargoes, acts of God, acts of the public enemy, acts of superior governmental authority, floods, riots, rebellion, sabotage, terrorism, pandemics, or any other circumstance for which a Party is not legally responsible or which is not reasonably within its power to control. The affected Party's obligation shall be suspended during the continuance of the inability then claimed, but for no longer period. To the extent possible, the Party shall endeavor to remove or overcome the inability claimed with reasonable dispatch.

(m) *Counterparts.* This Agreement may be executed in any number of identical counterparts, each of which shall be deemed an original and constitute one and the same instrument.

(n) *Authorized Signatories.* The person signing this Agreement on behalf of each Party has been properly authorized to sign this Agreement for that Party.

Signatures on Following Pages

Corinth Signature Page

SIGNED AND AGREED this ____ day of _____, 2020.

CITY OF CORINTH

By: _____
Bob Hart, City Manager

ATTEST:

Lana Wylie, Deputy City Secretary

APPROVED AS TO FORM:

Patricia A. Adams, City Attorney

Lake Dallas Signature Page

SIGNED AND AGREED this _____ day of _____, 2020.

CITY OF LAKE DALLAS, TEXAS

By: _____
John Cabrales, Jr. City Manager

ATTEST:

Codi Delcambre, City Secretary

APPROVED AS TO FORM:

Kevin B. Laughlin, City Attorney

Shady Shores Signature Page

SIGNED AND AGREED this _____ day of _____, 2020.

TOWN OF SHADY SHORES, TEXAS

By: _____
Cindy Aughinbaugh, Mayor

ATTEST:

Town Administrator/Secretary

APPROVED AS TO FORM:

Town Attorney

**EXHIBIT “A”
Form of Surveyor Agreement**

**DOBBS ROAD RIGHT-OF-WAY SURVEY
(CORINTH PARKWAY TO S. SHADY SHORES ROAD)
Scope of Services and Fee Proposal**

PROJECT OVERVIEW

Right of Way Survey for a portion of Dobbs Road between Corinth Parkway to South Shady Shores Road for an engineering design project in the Cities of Corinth, Lake Dallas, Shady Shores and unincorporated Denton County.

SCOPE OF SERVICES

1. Surveyor shall research public records to confirm current names and addresses of all property owners for the adjacent tracts within the project limits. The Surveyor shall obtain copies of all adjacent tract recorded deeds and current subdivision plats within the project limits. Informational Title Reports will be obtained from a vendor of Baseline's choice for all unplatted properties. No additional title information will be obtained for platted properties.
2. Surveyor shall prepare right-of-entry letters and mail by Certified Mail, Return Receipt requested for all tracts identified within the project limits that by necessity will be entered upon in the course of this survey. The Surveyor shall coordinate the data to ensure that no private property shall be entered where right-of-entry has not been obtained.
3. Surveyor shall verify all existing project control provided by upon the commencement of the project (city benchmarks for horizontal and vertical control).
4. Surveyor shall create a Right of Way Map for the Project by evaluation by the Project RPLS of the recovered survey monuments found on the existing ROW lines, adjoining property corners, and rear property corners where right of entry has been granted with record information. Deliverable shall consist of an AutoCAD Civil 3D file with line work and a points file in either .txt or .csv format. A signed and sealed survey will be provided to the client.
5. Surveyor shall perform a topographic survey of drainage system improvements within the project area including cross culverts, storm sewer, inlets, driveway culverts and roadside ditches. Survey to also include edge of roadway limits at distances to be determined in the field by the Surveyor and at all changes in alignment to establish, in conjunction with the aerial photos (described below), the alignment of the existing roadway within the existing right-of-way for purposes of future project analysis. Deliverable shall consist of an AutoCAD Civil 3D file with line work and a points file in either .txt or .csv format.
6. Surveyor shall supply aerial photos with 0.5 ft resolution as .tif files for the project area.

FEES

- | | |
|----|----------|
| 1. | \$1,940 |
| 2. | \$1,575 |
| 3. | \$3,540 |
| 4. | \$13,250 |
| 5. | \$4,860 |
| 6. | \$450 |

Subtotal: \$25,615
Subtotal: \$8,000
Total: \$33,615

(Baseline Corporation, a subsidiary of Binkley & Barfield, Inc.)
(Binkley & Barfield, Inc.) (Coordination, CAD, Preparation of Exhibit, & Plots)



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: **Worksession: Conduct a worksession relative to the Town of Shady Shores sign Ordinance.**

BACKGROUND/INFORMATION:

Councilmember Haines has requested this item be placed back on the agenda for discussion. Specifically to discuss the placement of signs on personal property.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. ARTICLE_3_07_SIGNS_

REVIEWED BY:

ARTICLE 3.07 SIGNS^{*}

Sec. 3.07.001 Definitions

For the purpose of this article, the following definitions shall apply, unless the context clearly indicates or requires a different meaning:

Alter. To change the size, shape or outline, copy, nature of message, intent, or type of sign.

Bulletin board. A sign containing information where a portion of that information may be periodically changed, provided that the change shall be effected by the replacement or interchange of letters, numbers, or other graphic symbols by insertion, attachment, or similar means. The use of slate, chalkboard, cardboard, or similar material with pencil, chalk, crayon, or similar types of marking is prohibited.

Canopy. A roof-like structure which extends horizontally more than 1 foot from the face of a building wall and does not have a structural border.

Chief building official. The person designated by the mayor.

Copy. Logos, characters, symbols, or any other portion of a sign which conveys a message or information.

Erect. To build, construct, attach, hang, place suspended, or affix, and shall also include the painting of signs on the exterior surface of a building or structure, and also includes the painting or affixing of signs to the exterior or interior surface of windows, and includes signs located interior to a building but readily visible from the exterior.

Illuminated sign. Any sign which has characters, letters, figures, designs, or outline illuminated directly or indirectly by electric lights, luminous tubes, or other means.

Monument sign. Any sign mounted on a base and which is 5 feet in height or less, with a maximum area of 40 square feet.

On-premises sign. A freestanding sign identifying or advertising a business, person, or activity, and installed and maintained on the same premises as the business, person, or activity, event, place, service, or product principally located or primarily manufactured or sold on the premises on which the sign is located.

Projecting structures. Covered structures of a permanent nature which are constructed of approved building material, specifically excluding canvas or fabric material, and where those structures are an integral part of the main building or permanently attached to a main building and do not extend over public property. Projecting structures include marquee, canopy, and fixed-awning type structures.

Roof line. The height which is defined by the intersection of the roof of the building with the wall of the building; except, for mansard-type roofs, the roof line means the top of the lower slope of the roof. Roofs with parapet walls completely around the building and not exceeding 4 feet in height may be considered as the roof line for the purposes of this article.

Sign. An outdoor structure, sign, display, light device, figure, painting, drawing, message, plaque, poster, billboard, or other thing that is designed, intended, or used to advertise or inform.

Structural trim. The molding, battens, cappings, nailing strips, latticing, and platforms which are attached to the sign structure.

Vehicle. Any automobile, truck, camper, tractor, van, trailer, or any device capable of being transported, and shall be considered a vehicle in both moving and stationary modes, irrespective of state of repair or condition.

(Ordinance 253-2-2013, sec. 1, adopted 3/4/13; Ordinance adopting Code)

Sec. 3.07.002 Penalty

Any person, firm, or corporation violating any of the provisions of this article shall be subject to the same penalty as provided herein, and upon conviction shall be punished by a fine not to exceed the sum of \$500.00 for each offense, and each and every day the violation shall continue shall be deemed to constitute a separate offense. (Ordinance 253-2-2013, sec. 10, adopted 3/4/13)

Sec. 3.07.003 Civil penalty

Pursuant to Texas Transportation Code sec. 393.007, civil penalty:

(1) A person who places or commissions the placement of a sign on the right-of-way of a public road that is not otherwise authorized by law may be liable for a civil penalty. The town attorney in the jurisdiction in which the placement of a sign on the right-of-way of a public road is alleged to have occurred may sue to collect the penalty on behalf of the town.

(2) The amount of the civil penalty is not less than \$500.00 or more than \$1,000.00 for each violation,

depending on the seriousness of the violation and whether the person has previously violated this chapter. A separate penalty may be collected for each day a continuing violation occurs.

(3) A penalty collected under this section shall be deposited to the credit of the general fund of the town in which the violation occurred if collected by a municipal attorney.

(4) The town attorney may recover reasonable attorney's fees incurred in an action brought under subsection (1).

(Ordinance 330-12-2019, sec. 1, adopted 12/9/19)

Sec. 3.07.004 General regulations

(a) No sign shall use a rotating beacon, beam or flashing illumination resembling an emergency signal. No sign shall be erected so as to project into the public right-of-way or obstruct the view of the public right-of-way by those traveling any street or alley.

(b) No person may affix, paste, stick, scatter, throw, place or display banners, signs or other advertising media upon any telephone or electric light pole or other public property or within any easement or designated right-of-way of any public street or easement.

(c) No sign may be located in a street right-of-way, including medians, and/or obstruct vision of traffic or pedestrians of the street right-of-way, unless authorized by state law. Pursuant to Texas Transportation Code sec. 393.0025 municipal authority to regulate sign placement:

(1) A person may not place a sign on the right-of-way of a road or highway maintained by a municipality unless the placement is authorized by the municipality.

(2) This section does not apply to the right-of-way of a road or highway in the state highway system.

(d) No signs or notices shall be placed on another person's private property without prior written permission of the owner thereof.

(Ordinance 253-2-2013, sec. 2(A), adopted 3/4/13; Ordinance 330-12-2019, sec. 2, adopted 12/9/19)

Sec. 3.07.005 Churches and public schools

Churches or schools only may have illuminated signs on their property, but not of a flashing or intermittent type. Such signs shall not exceed thirty-six (36) square feet in area when attached to the building or when erected where allowed on the property; provided, however, that no such sign shall be erected above the height of six feet; and provided further that no such sign shall be erected above or upon, or be attached to, the roof of any building. One sign per church or school is permitted, unless town council approval is requested and received. (Ordinance 253-2-2013, sec. 2(B), adopted 3/4/13; Ordinance 330-12-2019, sec. 3, adopted 12/9/19)

Sec. 3.07.006 Single-family residential lots

(a) Front yard. A sign shall not exceed 4 square feet in area and shall not exceed 4 feet in height in residential districts. The number of signs shall be limited to 2 per lot, except, where such lot abuts more than 1 dedicated public street, 1 additional sign shall be allowed for the additional public street.

(b) Undeveloped acreage on-site. Signs on undeveloped or not yet platted acreage of not less than 10 acres may have signs as follows:

(1) Not larger than 32 square feet per side, 64 square feet total per sign;

(2) Not higher than 15 feet in height above the ground surface of the tract;

(3) For tracts greater than 20 acres, there may be 1 sign on each public roadway abutting the tract.

(4) All portions of the sign, including frame, walls, supports and all other portions of the structure composing the "sign" are included in the size limitations in subsections (1)–(3) above.

(c) Residential subdivision permanent identification signs. Residential subdivision permanent identification signs shall be permanent in nature, the design and construction of which shall be submitted for approval to the town council with the preliminary plat of the subdivision. Such signs shall comply with the requirements of a monument sign, unless waived by the town council. The purpose of the subdivision identification sign is the permanent identification of the subdivision, rather than the identification of the builder, contractors, realtors, or other persons or entities responsible for the development and sale of the real estate within the subdivision. The total height limit of a sign described in this subsection (c) is fifteen feet above grade.

Sec. 3.07.007 Garage sale signs

Town residents desiring to hold a garage sale may place signs, each of them no more than 4 square feet in area, nor more than 4 feet in height, as measured from grade level to the top of the sign, to advertise the sale. The signs may only be placed in the period of the day before, the sale day(s), and the day after. All signage shall be removed within twenty-four (24) hours of the end of the garage sale. No signs or notices advertising any garage sale shall be placed on any utility poles or upon private property without permission of the owner thereof. Each person holding a garage sale shall be allowed to place or erect no more than two (2) outside signs in the town, in addition to any at the location of the sale, advertising the garage sale. (Ordinance 253-2-2013, sec. 4(A), adopted 3/4/13; Ordinance adopting Code)

Sec. 3.07.008 Temporary political signs

(a) Compliance. All political signs shall comply with all state and federal requirements, including Texas Election Code, chapter 255, and Texas Transportation Code, chapters 392 and 393.

(b) Notice.

(1) Pursuant to section 255.001 of the Texas Election Code, the following notice must be written on each political advertising sign:

“REQUIRED DISCLOSURE ON POLITICAL ADVERTISING.”

(A) A person may not knowingly cause to be published, distributed, or broadcast political advertising containing express advocacy that does not indicate in the advertising:

(i) That it is political advertising; and

(ii) The full name of:

a. The person who paid for the political advertising;

b. The political committee authorizing the political advertising; or

c. The candidate or specific-purpose committee supporting the candidate, if the political advertising is authorized by the candidate.

(B) Political advertising that is authorized by a candidate, an agent of a candidate, or a political committee filing reports under this title shall be deemed to contain express advocacy.

(2) A person commits an offense if the person:

(A) Knowingly enters into a contract to print or make a political advertising sign that does not contain the notice required by subsection (1); or

(B) Instructs another person to place a political advertising sign that does not contain the notice required by subsection (1).

(3) An offense under this section is a class C misdemeanor.

(4) It is an exception to the application of subsection (2) that the political advertising sign was printed or made before September 1, 1997, and complied with subsection (1) as it existed immediately before that date.

(5) In this section, “political advertising sign” means a written form of political advertising designed to be seen from a road but does not include a bumper sticker.

(c) Private real property.

(1) Pursuant to section 216.903 of the Texas Government Code, a sign that contains primarily a political message and that is located on private real property with or without the consent of the property owner is prohibited if:

(A) The sign has an affected area of greater than 36 feet;

(B) Is more than 8 feet high;

(C) Is illuminated; or

(D) Has any moving elements.

(2) In this section, “private real property” does not include real property subject to an easement or

other encumbrance that allows the municipality to use the property for a public purpose. Therefore political signs may not be placed in the dedicated public right-of-way of the town, including any prescriptive road or utility easement, at any time.

(3) Political signs placed in the public right-of-way or public prescriptive easement, may be removed by the town for a removal fee of \$15.00 for each sign. The removal fee for the sign is in addition to and not in substitution before any violations of this section, or state and federal law which may apply.

(d) Extraterritorial jurisdiction. The regulation of political signs herein extends into the extraterritorial jurisdiction of the town.

(Ordinance 253-2-2013, sec. 5, adopted 3/4/13; Ordinance 285-12-2015 adopted 12/14/15; Ordinance 330-12-2019, sec. 5, adopted 12/9/19)

Sec. 3.07.009 Public service signs

Public service announcement signs not to exceed 18" x 24" may be placed only in locations designated by the town, school district, LCMUA, Denton County, churches, and/or youth organizations (e.g., Boy Scouts, Girl Scouts, YMCA, or similar charitable organizations with offices in the Lake Cities) for the purpose of public information. The number of signs from any organization may not exceed 6 signs during any one period of 14 days. (Ordinance 253-2-2013, sec. 6, adopted 3/4/13)

Sec. 3.07.010 Nonconforming signs

A permanent sign erected within the town prior to the effective date of this article, which does not conform to the regulations of this article, shall be deemed to be a nonconforming sign which shall be allowed to continue, with normal maintenance and repair only; provided, however, a nonconforming sign may not be enlarged, expanded, or extended, except as otherwise provided herein. It is not the intent of this section to encourage the survival of nonconforming signs; to the contrary, nonconforming signs are discouraged and contrary to the intent and purpose of this article.

(1) Obsolescence or destruction. A nonconforming sign shall not be enlarged, expanded, extended, replaced, or rebuilt in case of obsolescence or total destruction by any means or cause.

(2) Repair or reconstruction if damaged. In the event a nonconforming sign is damaged by any means or cause and the repair or reconstruction cost, whichever is applicable, equals or exceeds 50% of the fair market value of the sign at the time of the damage, it must be removed or brought into compliance with this article.

(3) Removal of unlawful signs. In case any nonconforming sign is enlarged, expanded, extended, replaced, or rebuilt in violation of any of the terms of this article, the mayor or town secretary shall give written notice by personal service or by certified mail, return receipt requested, to the owner, lessee, or person responsible for the sign to remove the sign or bring the sign into compliance with this article. If the order is not complied with within 10 days, the mayor or town secretary shall revoke the sign permit, if any, and/or cause a complaint to be filed in the municipal court.

(4) Placement and removal of signs. All signs shall be placed by the owner or the party in control of the property or with the permission of the owner or party in control, and the owner or party in control shall be responsible for the prompt removal of any sign in accordance with the provisions of this article.

(5) Temporary and portable signs. Nonconforming temporary business signs and portable signs shall be removed or made to conform to the provisions of this article within 30 days after the effective date of this article.

(Ordinance 253-2-2013, sec. 7, adopted 3/4/13; Ordinance 330-12-2019, sec. 6, adopted 12/9/19)

Sec. 3.07.011 Commercial and all other types of signs

Signs in a nonconforming use, or special permit, or zoning classification that allow legal commercial operations are limited to one sign that is in compliance with the same regulations as signs on church and school property, as set forth in [section 3.07.005](#). (Ordinance 330-12-2019, sec. 7, adopted 12/9/19)



AGENDA MEMORANDUM

DATE: September 14, 2020
TO: Town Council
FROM: Wendy Withers, Town Administrator
SUBJECT: Health Insurance- Consider and act on approval of the 2020/2021 Employee Health Insurance Plan.

BACKGROUND/INFORMATION:

The Town uses TML Health Benefits to provide health insurance for its employees. The plan renews each year in January. This year's rates are attached. Currently the Town pays 100% of employee health insurance only. Employees are required to pay for dental, vision and dependent care insurance. Last year dependent care costs increased by 36% at an additional cost to employees of \$130 per month.

The proposed rates are reflected in the table below. Given the increased costs, employees are asking Council to Consider Option 3, which would offer the most savings to the employee and the Town. This plan allows employees to contribute to an HSA account to cover medical costs. Employees can choose a set amount to deposit up to \$7,100 per year. This plan also allows the Employer to contribute a set amount to the employees account.

FINANCIAL IMPLICATIONS:

	DAW 1&2 RX PLAN	DAW 1&2 RX PLAN	DAW 1&2 RX PLAN	DAW 1&2 RX PLAN	DAW 1&2 RX PLAN
EE	509.24	519.42	504.7	500.74	460.76
RENEWAL CREDIT	88	224.14	224.14	224.14	224.14
TOTAL TOWN COST	421.24	295.28	280.56	276.6	236.62
SPOUSE	509.24	519.42	504.7	500.74	460.76
TOTAL EMPLOYEE COST HEALTH INSURANCE ONLY* Per employee	509.24	519.42	504.7	500.74	460.76
EMPLOYEE SAVINGS		-10.18	4.54	3.96	39.98
Town Savings	88	213.96	228.68	232.64	272.62

RECOMMENDATION/ACTION DESIRED:

1. Council could choose to approve Option 3 with no employer contribution.
2. Council could choose to approve Option 3 with a set employer contribution.
3. Council could choose any of the other options presented.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Spreadsheet of Costs
2. Health Insurance Renewal September 2020

REVIEWED BY:

	<u>Current</u>	<u>Renewal</u>	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
	80/50%	80/50%	80/50%	80/50%	80/50%
	PPO	PPO	PPO	HAS	HSA
	\$5,000	\$5,000	\$5,000		\$5,000
	DEDUCTIBL	DEDUCTIB	DEDUCTIBL		DEDUCTIBL
	E	LE	E		E
				8,000	
	\$5,250	\$5,250	10,000 OUT	OUT OF	10,000
	OUT OF	OUT OF	OF	NETWOR	OUT OF
	NETWORK	NETWORK	NETWORK	K	NETWORK
	\$6,500 IN	\$6,500 IN		6,000	\$6,900
	OOP	OOP	7,000 OOP	OOP	OOP
			0		
			TELEHEALT		
			H; \$30		
		\$40	OV/\$45		
	\$40 OFFICE	OFFICE	SP/\$75		
	VISIT	VISIT	UC/\$250 er		
	DAW 1&2	DAW 1&2	DAW 1&2	1&2 RX	DAW 1&2
	RX PLAN	RX PLAN	RX PLAN	PLAN	RX PLAN
EE	509.24	519.42	504.7	500.74	460.76
RENEWAL CREDIT	88	224.14	224.14	224.14	224.14
TOTAL TOWN COST	421.24	295.28	280.56	276.6	236.62
SPOUSE	509.24	519.42	504.7	500.74	460.76
TOTAL EMPLOYEE COST					
HEALTH INSURANCE ONLY*					
Per employee	509.24	519.42	504.7	500.74	460.76
EMPLOYEE SAVINGS		-10.18	4.54	3.96	39.98
Town Savings	88	213.96	228.68	232.64	272.62



MEDICAL COST PROJECTION

8/26/2020 12:54 PM

Shady Shores

08/26/20

MEMBER OPTION

Current Plan	2% Increase	
	2019-2020	2020-2021 Renewal
	Current Rates	New Rates
	P85-500-65-\$40 OV	P85-500-65-\$40 OV
	80% / 50%	80% / 50%
	PPO	PPO
	\$5,000 In Ded	\$5,000 In Ded
	\$5,250 Out Ded	\$5,250 Out Ded
	\$6,500 In OOP	\$6,500 In OOP
	\$40 OV	\$40 OV
	DAW1&2 Rx Plan	DAW1&2 Rx Plan
EE	\$509.24	\$519.42
EE + Spouse	\$1,018.48	\$1,038.84
EE + Child(ren)	\$896.26	\$914.18
EE + Family	\$1,502.26	\$1,532.30

New Plan Options

2020-2021

	Option 1	Option 2	Option 3
	0.89% Decrease	1.67% Decrease	9.52% Decrease
	Copay-5K-7K ER	Consumer HSA-4K-6K E	Consumer HSA-5K-6900 E
	80% / 50%	80% / 50%	80% / 50%
	PPO	HSA	HSA
	\$5,000 In Ded	\$4,000 In Ded	\$5,000 In Ded
	\$10,000 Out Ded	\$8,000 Out Ded	\$10,000 Out Ded
	\$7,000 In OOP	\$6,000 In OOP	\$6,900 In OOP
	\$0 Tela Health Copay	\$40 Tela Health Copay	\$40 Tela Health Copay
	\$30 OV/\$45 SP/\$75 UC/\$250 ER Copay	No OV/SP/UC/ER Copay	No OV/SP/UC/ER Copay
	DAW1&2 Rx Plan	DAW1&2 Rx Plan	DAW1&2 Rx Plan
EE	\$504.70	\$500.74	\$460.76
EE + Spouse	\$1,009.40	\$1,001.48	\$921.52
EE + Child(ren)	\$888.28	\$881.30	\$810.94
EE + Family	\$1,488.88	\$1,477.16	\$1,359.24
	Option 1	Option 2	Option 3

Please sign & date option chosen:

Signature / Date

Signature / Date

Signature / Date

DAW1&2 Plan: If a brand name drug is dispensed and a generic alternate drug exists, the Covered Individual pays the difference between the brand name and generic price in addition to the appropriate copayment for the brand name. The cost difference between the brand name and generic price does not apply to any individual deductibles or out of pocket amounts. The differential applies to all prescriptions purchased through this program when a generic alternate is available.

THIS DOES NOT COMPLETE THE RERATE PROCESS. YOU WILL NEED TO SIGN THE MEMBER OPTION AND DO ONE OF THE FOLLOWING BY 09/30/2020:

1. Scan an image of the signed member option and email it to sandy.erwin@tmlhb.org, or
2. Fax the signed member option to (512) 719-8302, attn: Sandy Erwin

Qualifying expenses

What qualifies?

HSA funds can cover costs for:

- Copays, deductible payments, coinsurance
- Doctor office visits, exams, lab work, x-rays
- Hospital charges
- Prescription drugs
- Dental exams, x-rays, fillings, crowns, orthodontia
- Vision exams, frames, contact lenses, contact lens solution, laser vision correction
- Physical therapy
- Chiropractic care
- Medical supplies and first aid kits
- Over-the-counter medications
- COBRA premiums
- And much more...

What doesn't qualify?

Certain expenses are not eligible, for instance:

- Expenses incurred prior to opening your HSA
- Cosmetic procedures or surgery
- Dental products for general health
- Personal hygiene products

A comprehensive list of eligible expenses can be found at www.tmlhealthbenefits.org.

Online & mobile access

Get instant access to your account with the **TML Health Member Portal**.

- View your account balance and transaction history
- Submit and view claims
- Upload and store receipts
- Make contributions
- Invest HSA funds
- View important alerts and communications
- Sign up for direct deposit
- Sign up for text message alerts



Register for the TML Health Member Portal
at www.tmlhealthbenefits.org

Helpful hints

- You must have funds in your HSA before you can spend them.
- You can change your election amount at any time during the plan year.
- You own the HSA, which means the money in the account is yours to keep and stays with you, even if you change medical plans or leave your employer.
- Remember, withdrawals for qualified healthcare expenses are never taxable.
- Be a savvy HSA consumer and ask about the cost of procedures and provider visits to ensure you are getting the best care at the best price.
- Save your receipts because the IRS may audit your HSA transactions.
- Unused funds roll over year to year and once your account balance reaches \$750 you have the option to invest your funds and accelerate your account savings.
- While your HSA funds are intended for healthcare expenses, once you reach 65 you have the option to use your account for any purpose, without penalty. You'll just owe income taxes on withdrawals for non-qualified expenses.
- The easiest way to manage your account is online at www.tmlhealthbenefits.org.

*For illustrative purposes. Savings calculations are based on a federal tax rate of 22%, a state tax rate of 5%, & an average interest rate of 5%. Your tax situation may be different. Consult a tax advisor.



Get more value from your healthcare dollars with a health savings account.

Enroll in a health savings account (HSA) and start saving today.

How does an HSA work?

An HSA is a personal savings account that allows you to set aside pre-tax dollars for current and future healthcare expenses for you and your dependents, even if they are not covered under your primary health plan. You are eligible to open an HSA if you are enrolled in an HSA-eligible high-deductible health plan.

You choose an annual election amount, up to \$3,550 for individuals and \$7,100 for families. The money is placed in your account via payroll deduction, online banking transfer, or a direct contribution. Once your account is funded, you can choose to use the money to pay for current healthcare expenses or keep the funds in your account and watch your savings grow.

If you are 55 or over, you have the option to contribute an additional \$1,000 annually.

Why should I enroll in an HSA?

High-deductible health plans typically have lower monthly premiums and greater out-of-pocket costs. An HSA helps ensure you have money set aside to pay for out-of-pocket healthcare expenses.

But an HSA is also a powerful investment vehicle and can be a smart addition to your retirement strategy. What makes an HSA such a great retirement investment tool? Simply put, money goes into an HSA tax-free, grows tax-free, and comes out tax free. That means you will never be taxed when you use HSA dollars for qualified medical expenses. No other investment account offers this benefit!

How much can you potentially save for retirement?

Annual Contribution Over 25 Years	Tax Savings*	Balance at Retirement
\$600	\$4,050	\$30,668
\$2,400	\$16,200	\$122,672
\$3,550	\$23,975	\$181,453
\$7,100	\$47,925	\$362,906



How do I use my HSA to pay for healthcare expenses?

You can use your Benefits Card MasterCard to pay your providers for eligible healthcare expenses, or pay with your personal funds and withdraw funds from your HSA to reimburse yourself for the expenses.

THEN A NEW RERATE NOTICE WILL BE GENERATED AND MAILED TO YOU. THE RERATE SHEET MUST BE SIGNED AND RECEIVED IN AUSTIN BY 10/07/2020 FOR THE NEW BENEFITS AND RATES TO BE EFFECTIVE FOR 01/01/2021.

8/26/2020 12:54 PM

Copay-5K-7K ER Plan

Plan Year: 2019-2020



This plan uses a preferred provider network. While you can use any doctor, clinic, hospital or health care facility you want; you save money when you use providers in the UnitedHealthcare Choice Plus PPO network. It's important to have a relationship with a Primary Care Physician (PCP) who can be your partner in managing your care. They can help you avoid duplicating tests and services and connect you to a specialist, but you are not required to see a PCP before you see a specialist.

This Plan Highlights addresses only particular aspects of the benefits available under the Plan. Various other expenses, limits, exclusions, and other rules also apply. For more details about your benefits, please refer to the individual summary plan descriptions (SPDs), plan document, certificate of coverage, or (where applicable) insurance contracts for each plan. In case of any discrepancy, these more complete descriptions will govern. TML Health reserves the right to amend or terminate the plan at any time, which may affect the information provided in this Plan Highlights.

BENEFIT COVERAGE	NETWORK YOU PAY	OUT-OF-NETWORK YOU PAY
Deductible <i>(per calendar year)</i>		
Individual	\$5,000	\$10,000
Family	\$10,000	\$20,000
Out of Pocket Maximum <i>(per calendar year; includes deductible, copays and coinsurance)</i>		
Individual	\$7,000	Unlimited
Family	\$14,000	Unlimited
Coinsurance	20%	50%
Office Visits		
Primary Care	\$30 copay	50% after deductible
Specialist	\$45 copay	50% after deductible
Preventive Care	No Charge	50% after deductible
Teladoc	No Charge	Not Covered
Diagnostic Lab / X-Ray <i>(when associated with an office visit)</i>	No Charge	50% after deductible
Major Imaging <i>(CT scan, PET scan, MRI, nuclear medicine)</i>	20% after deductible	50% after deductible
Inpatient Hospital <i>(Prior Authorization required)</i>		
Facility Charges	20% after deductible	50% after deductible
Physician Charges	20% after deductible	50% after deductible
Emergency Room		
Facility Charges	\$250 copay	\$250 copay
Physicians Charges	20% after deductible	20% after deductible
Urgent Care	\$75 copay	50% after deductible
Outpatient Surgery	20% after deductible	50% after deductible
Prescription Drug Plan <i>(Per 30-day supply Retail or Mail Order)</i>		
Disease Management Maintenance <i>(generic)</i>	\$0 copay	
Generic	\$10 copay	
Preferred Brand*	\$40 copay	Not Covered
Non-Preferred Brand*	\$70 copay	
Biosimilar / Biotech	\$100 copay	
Cost Share	\$150 copay	

* If a participant obtains a brand-name drug when a generic equivalent is available, they are responsible for the brand copay plus the cost difference between the brand-name drug and the generic drug.

ethacrynic acid	labetalol	nifedipine	spironolactone/hctz
enalapril	lisinopril	nifedipine er	tactia xt
enalapril/hctz	lisinopril/hctz	nimodipine	terazosin
EPANED	losartan potassium	nisoldipine er	timolol tab
eslrenone	losartan potassium/hctz	perindopril	torsemede
felodipine er	matzim la	pindolol	trandolapril
fosinopril	methyldopa	prazosin	trandolapril/verapamil er
fosinopril/hctz	methyldopa/hctz	propranolol	triamterene/hctz
furosemide	metolazone	propranolol er	valsartan
guanfacine	metoprolol	propranolol/hctz	valsartan/hctz
hydrochlorothiazide	metoprolol er	quinapril	verapamil
hydralazine	metoprolol/hctz	quinapril/hctz	verapamil er
indapamide	minoxidil tablet	ramipril	verapamil sr
irbesartan	moexipril	sotalol	
irbesartan/hctz	nadolol	sotalol af	
isradipine	nicardipine	spironolactone	

High Cholesterol			
cholestyramine	colesevelam	ezetimibe	prevalite
cholestyramine light	colestipol	gemfibrozil	

Many generic cholesterol medications now covered under \$0 Co-Pay ACA program

Diabetes			
Insulin			
BASAGLAR KWIKPEN	HUMALOG MIX 75/25	LANTUS	NOVOLOG FLEXPEN
FIASP	HUMALOG MIX 75/25 KWIKPEN	LANTUS SOLOSTAR	NOVOLOG MIX 70/30
FIASP FLEXTouch	HUMULIN 70/30	LEVEMIR	NOVOLOG MIX 70/30 PREFILLED FLEXPEN
HUMALOG	HUMULIN 70/30 KWIKPEN	LEVEMIR FLEXTouch	NOVOLOG PENFILL
HUMALOG JUNIOR KWIKPEN	HUMULIN N	NOVOLIN 70/30	TOUJEO MAX SOLOSTAR
HUMALOG KWIKPEN	HUMULIN N KWIKPEN	NOVOLIN 70/30 FLEXPEN	TOUJEO SOLOSTAR
HUMALOG MIX 50/50	HUMULIN R	NOVOLIN R	TRESIBA
HUMALOG MIX 50/50 KWIKPEN	HUMULIN R U-500	NOVOLOG	TRESIBA FLEXTouch

Non-insulin			
acarbose	glyburide	KOMBIGLYZE XR ^(ST)	pioglitazone-glimepiride
ALOGUPTIN ^(ST)	glyburide/metformin	metformin	repaglinide
ALOGUPTIN/METFORMIN ^(ST)	glyburide micronized	metformin er (equiv to Glucophage XR)	SEGLUROMET ^(ST)
ALOGUPTIN/PIOGLITAZONE ^(ST)	JANUMET ^(ST)	milgitol	STEGLATRO ^(ST)
FARXIGA ^(ST)	JANUMET XR ^(ST)	nateglinide	STEGLUJAN ^(ST)
glimepiride	JANUVIA ^(ST)	NESINA ^(ST)	SYNWARDY ^(ST)
GLIPIZIDE	JARDIANCE ^(ST)	ONGLYZA ^(ST)	SYNWARDY XR ^(ST)
glipizide er	JENTADUETO ^(ST)	OSENI ^(ST)	tolbutamide
glipizide xl	JENTADUETO XR ^(ST)	pioglitazone	TRADJENTA ^(ST)
glipizide/metformin	KAZANO ^(ST)	pioglitazone/metformin	XIGDUO XR ^(ST)

Osteoporosis	
alendronate	calcitonin-salmon

Contraceptives	
BRANDED ORAL CONTRACEPTIVES	generic medications and other products covered under \$0 Co-Pay ACA program

Estrogen			
amabelz	DUAVEE	EVAMIST	mimvey
ANGELIQ	ELESTRIN	fyavolv	norethindrone acetate/ethinyl estradiol
CLIMARA PRO	estradiol	jintell	PREFEST
COMBIPATCH	estradiol/norethindrone acetate	loprezza	PREMARIN
DIVIGEL	ESTROGEL	MENEST	PREMPHASE
doti	estropipate	MENOSTAR	PREMPRO

* The HDHP Wellness program is intended to cover preventative medications. The changes to the HDHP Wellness list include the addition of Step Therapy requirements to some drugs (noted in the above list with an "ST" designation), and the removal of some drugs, intended for treatment rather than prevention.

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July 17, 2020

Wendy Withers
101 S Shady Shores Rd
Shady Shores, TX 76208-5101

RE: Renewal Credit Disbursement Reminder for Next Plan Year

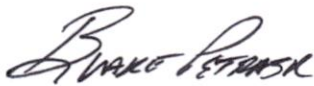
Dear Ms. Withers,

We recently notified you that the Board of Trustees approved \$8 million in renewal credit for pool members that renew coverage with the Pool beginning on September 1, 2020.

This letter is to remind you that upon renewal of your coverage with TML Health, Shady Shores will receive a \$224.18 credit on each monthly invoice beginning on January 1, 2021; bringing your total renewal credit for the next plan year to \$2,690.22.

If you have any questions about this or any other aspect of your coverage, please contact **Beth Ellison**, your TML Health Account Executive / Member Benefits Specialist at **512-719-6555** or **Beth.Ellison@tmlhb.org**.

Sincerely,



Blake Petrash
Chairman, TML Health Benefits Pool

Follow us:
@TMLHealth



1821 Rutherford Lane, Suite 300
Austin, Texas 78754-5151

For more information, visit
us at tmlhealthbenefits.org