



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

CALL TO ORDER

ROLL CALL

Establish a quorum.

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

PROCLAMATIONS, PRESENTATIONS AND AWARDS

1. Presentation of a proclamation declaring May 2019 as Motorcycle Awareness Day.

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

1. Keep Shady Shores Beautiful
2. Animal Control
3. Code Enforcement
4. Police Department
5. Fire Department
6. Staff Report
7. Roads, Drainage, Capital Improvements
8. Announcements

There will be no election in May

Town Hall will be closed on 19th in observance of Good Friday

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.

1. Approval of the March 11, 2019 Town Council Meeting Minutes
2. Approval of 2019 Consumer Price Index Adjustment to Municipal Telecommunications Right-Of-Way Access Line Rates
3. 2nd Quarter Financial Reports
4. Approval of the 2nd Quarter Investment Committee Report
5. Consider and act on approval of a contract with Countywide Inspection Services to serve as the Town of Shady Shores Designated Representative.

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

1. Keep Shady Shores Beautiful- Beautification Plan
2. Safe Routes to School Application-Discuss the submittal of a preliminary application for Safe Routes to Schools funding to the Texas Department of Transportation. Consider and take appropriate action.

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.

1. Texas Gov. Code 551.071 Consultation with Attorney: Confidential legal advice regarding subdivision ordinance interpretation, enforcement and legal liability related to public improvements and residential development of Adkisson Ranch Subdivision.
2. Tex. Gov Code 551.072: Deliberation Regarding Real Property; discuss the possibility of the purchase of additional land for municipal use.

FUTURE AGENDA ITEMS AND STAFF DIRECTION

ADJOURN

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

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

Cindy Aughinbaugh, Mayor



**Proclamation
by the
Mayor of the Town of Shady Shores, Texas**

To all to whom these presents shall come,

Greetings:

***WHEREAS**, today's society is finding more citizens involved in motorcycling on the roads of our country; and*

***WHEREAS**, motorcyclists are roughly unprotected and therefore more prone to injury or death in a crash than other vehicle drivers; and*

***WHEREAS**, campaigns have helped inform riders and motorists alike on motorcycle safety issues to reduce motorcycle related risks, injuries, and, most of all, fatalities, through a comprehensive approach to motorcycle safety; and*

***WHEREAS**, it is the responsibility of all who put themselves behind the wheel, to become aware of motorcyclists, regarding them with the same respect as any other vehicle traveling the highways of this country; and it is the responsibility of riders and motorists alike to obey all traffic laws and safety rules; and*

***WHEREAS**, urging all citizens of our community to become aware of the inherent danger involved in operating a motorcycle, and for riders and motorists alike to give each other the mutual respect they deserve;*

***NOW, THEREFORE I**, Cindy Aughinbaugh, Mayor of the Town of Shady Shores do hereby proclaim the month of May, as:*

“Motorcycle Safety and Awareness Month”

in the Town of Shady Shores, Texas. Further, I urge all residents to do their part to increase safety and awareness in our community.

***IN WITNESS, WHEREOF**, I have set my hand and caused the Seal of the Town to be affixed this 1st day of May in the year 2019*

Cindy Aughinbaugh, Mayor Town of Shady Shores, Texas



AGENDA MEMORANDUM

DATE: April 8, 2019
TO: Town Council
FROM: System Admin, Title
SUBJECT: Keep Shady Shores Beautiful

BACKGROUND/INFORMATION:

The annual spring clean up day was held on March 23, 2019. We collected over 500 tires (6,000 lbs) of tires for Denton County. In addition residents were able to shred documents, recycle electronics and there were a total of four (4) dumpsters available for residents to dispose of large items.

There is a worksession on tonight's agenda to discuss the beautification plan. The Committee did not meet in April but will resume meeting in May.

FINANCIAL IMPLICATIONS:

Total cost of the clean up day is approximately, \$1,515.

RECOMMENDATION/ACTION DESIRED:

No action necessary

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Address	Notes	Code
Mar 28, 2019 9:33 AM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Mar 18, 2019 12:07 PM 101 S Shady Shores Road	I DISPATCHED AN OFFICER TO COUNT THE ANIMALS ACROSS FROM CITY HALL. THE OFFICER COUNTED 26 ANIMALS TOTAL.	Animal Control
Mar 18, 2019 11:47 AM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control
Mar 18, 2019 11:44 AM	i dispatched an officer to this location for a barking dog complaint.	Animal Control
Mar 14, 2019 12:04 PM	I SPOKE TO ABOUT THE CONDITION OF HIS DOG. HE STATED THE DOG HAS STOMACH CANCER AND IS UNDER VET SUPERVISION. MR. DELOLMO GAVE ME THE VETS NUMBER. I MADE CONTACT AND CONFIRMED WHAT MR. DELOLMO STATED.	Animal Control
Mar 14, 2019 11:47 AM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control

Address	Notes	Code
Mar 13, 2019 12:02 PM	I DISPATCHED AN OFFICER IN RESPONSE TO A POSSIBLE CRUELTY SITUATION. THE OFFICER MADE CONTACT WITH THE OWNER AND HAD HIM CALL IN.	Animal Control
Mar 6, 2019 1:37 AM 101 S Shady Shores Road	Patrolled city focusing on stray animals.	Animal Control

Case Information for Years 2018 - 2019**2019**

Violations	Mar	Totals
Parking Violation	2	2
Nuisance Ordinance	1	1
Obstructed Drainage Easement	2	2
Failure to Maintain a Solid Waste Account	1	1
Trash and Debris	1	1
Totals	7	7

2018

Violations	Mar	Totals
Trash and Debris	5	5
High Grass & Weeds	1	1
Failure to Maintain a Solid Waste Account	15	15
Animal Violation- Potbelly Pigs	1	1
Parking Violation	2	2
ZONING ORDINANCE VIOLATION	1	1
ANIMAL CONTROL	1	1
Totals	26	26



LAKE CITIES FIRE DEPARTMENT

SHADY SHORES

JANUARY - DECEMBER 31, 2019

Incident Call Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Alarm system activation, no fire - unintentional													0
Alarm system sounded due to malfunction			1										1
Animal rescue													0
Arcing, shorted electrical equipment													0
Assist Police or other agency													0
Assist invalid			1										1
Authorized controlled burning	1	1	1										3
Brush or brush-and-grass mixture fire													0
Building fire													0
Carbon monoxide incident													0
Carbon Monoxide detector No CO													0
Citizen complaint													0
Chimney Fire Contained to Chimney	1												1
Cooking Fire Confined to Container													0
Dispatched & cancelled en route													0
Electrical wiring/equipment problem, Other													0
Elevator Rescue													0
Emergency medical service, other													0
EMS call, excluding vehicle accident with injury	8	5	8										21
False alarm or false call, Other													0
Fire in mobile home used as fixed residence													0
Fire in motor home, camper, RV	1												1
Flood assessment													0
Gas leak (natural gas or LPG)		1											1
Good intent call, Other													0
Grass fire													0
HazMat release investigation w/no Hazmat													0
Hazardous Condition (No Fire)													0
Lock-out													0
Motor vehicle accident with injuries													0
Motor Vehicle Accident with no injuries													0
Motor Vehicle/Pedestrian Accident													0
No Incident found on arrival at dispatch address	1												1
Outside trash or waste fire													0
Outside equipment fire													0
Outside Storage Fire													0
Passenger Vehicle Fire	1												1
Person in Distress													0
Police matter													0
Power line down													0
Public Education													0
Public service													0
Rescue, water													0
Service Call, Other													0
Severe weather or natural disaster, Other													0
Smoke detector activation, no fire	1												1
Smoke/Heat detector activation due to malfunction	1												1
Smoke from barbecue, tar kettle													0
Smoke or odor removal													0
Smoke scare, odor of smoke													0
Sprinkler activation, no fire													0
System malfunction, Other													0
Unauthorized burning			1										1
Unintentional transmission of alarm, Other	1												1
Water or steam leak													0
Total	16	7	12	0	0	0	0	0	0	0	0	0	35

CORINTHLAKE

Incident Type Report (Shady Shores Summary)

03/01/2019 - 03/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	8	66.67%	\$0	0.00%
	8	66.67%	\$0	0.00%
5 Service Call				
5531 Burn Inspection	1	8.33%	\$0	0.00%
554 Assist invalid	1	8.33%	\$0	0.00%
561 Unauthorized burning	1	8.33%	\$0	0.00%
	3	25.00%	\$0	0.00%
7 False Alarm & False Call				
734 Heat detector activation due to malfunction	1	8.33%	\$0	0.00%
	1	8.33%	\$0	0.00%
Total Incident Count: 12				
Total Est Loss:			\$0	

CORINTHLAKE

Aid Responses by Department (All Cities)

03/01/2019 - 03/31/2019

Type of Aid	Count
Corp of Engineers	
Mutual aid received	1
	1
Denton Fire Department	
Mutual aid received	2
Mutual aid given	1
Automatic aid given	6
	9
Highland Village Fire Department	
Mutual aid received	1
	1
Little Elm Fire Department	
Mutual aid received	3
Automatic aid received	2
Mutual aid given	5
	10
Lewisville	
Mutual aid received	3
Mutual aid given	4
Automatic aid given	1
	8

CORINTHLAKE

Incidents by Township - Summary

03/01/2019 - 03/31/2019

Township	Count	Pct of Incidents
Corinth	148	54.01 %
Denton County	11	4.01 %
Denton	15	5.47 %
Hickory Creek	29	10.58 %
Lake Dallas	49	17.88 %
Lewisville	4	1.46 %
Little Elm	6	2.19 %
Shady Shores	12	4.38 %
Total Incident Count:		274

CORINTHLAKE

Incident Type Report (Department Summary)

03/01/2019 - 03/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	4	1.46%	\$29,550	99.16%
118 Trash or rubbish fire, contained	2	0.73%	\$250	0.83%
131 Passenger vehicle fire	1	0.36%	\$0	0.00%
143 Grass fire	1	0.36%	\$0	0.00%
	8	2.92%	\$29,800	100.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
251 Excessive heat, scorch burns with no ignition	1	0.36%	\$0	0.00%
	1	0.36%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	1	0.36%	\$0	0.00%
320 Emergency medical service, other	1	0.36%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	146	53.28%	\$0	0.00%
322 Motor vehicle accident with injuries	15	5.47%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	0.36%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	16	5.84%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	0.36%	\$0	0.00%
	181	66.06%	\$0	0.00%
4 Hazardous Condition (No Fire)				
412 Gas leak (natural gas or LPG)	1	0.36%	\$0	0.00%
481 Attempt to burn	1	0.36%	\$0	0.00%
	2	0.73%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	0.36%	\$0	0.00%
511 Lock-out	16	5.84%	\$0	0.00%
520 Water problem, Other	2	0.73%	\$0	0.00%
531 Smoke or odor removal	1	0.36%	\$0	0.00%
550 Public service assistance, Other	3	1.09%	\$0	0.00%
5501 Public Education	3	1.09%	\$0	0.00%
551 Assist police or other governmental agency	1	0.36%	\$0	0.00%
5531 Burn Inspection	1	0.36%	\$0	0.00%
554 Assist invalid	6	2.19%	\$0	0.00%
561 Unauthorized burning	1	0.36%	\$0	0.00%

CORINTHLAKE

Incident Type Report (Department Summary)

03/01/2019 - 03/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
5 Service Call				
571 Cover assignment, standby, moveup	4	1.46%	\$0	0.00%
	39	14.23%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	17	6.20%	\$0	0.00%
622 No Incident found on arrival at dispatch address	5	1.82%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	0.36%	\$0	0.00%
	23	8.39%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	6	2.19%	\$0	0.00%
730 System malfunction, Other	1	0.36%	\$0	0.00%
731 Sprinkler activation due to malfunction	1	0.36%	\$0	0.00%
733 Smoke detector activation due to malfunction	3	1.09%	\$0	0.00%
734 Heat detector activation due to malfunction	1	0.36%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	0.73%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.36%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	0.36%	\$0	0.00%
744 Detector activation, no fire - unintentional	2	0.73%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	2	0.73%	\$0	0.00%
	20	7.30%	\$0	0.00%

Total Incident Count: 274

Total Est Loss:

\$29,800

CORINTHLAKE

Incident Type Report (Corinth Summary)

03/01/2019 - 03/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	0.68%	\$2,550	100.00%
131 Passenger vehicle fire	1	0.68%	\$0	0.00%
143 Grass fire	1	0.68%	\$0	0.00%
	3	2.03%	\$2,550	100.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
251 Excessive heat, scorch burns with no ignition	1	0.68%	\$0	0.00%
	1	0.68%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	1	0.68%	\$0	0.00%
320 Emergency medical service, other	1	0.68%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	0	0.00%	\$0	0.00%
322 Motor vehicle accident with injuries	5	3.38%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	4	2.70%	\$0	0.00%
	101	68.24%	\$0	0.00%
4 Hazardous Condition (No Fire)				
481 Attempt to burn	1	0.68%	\$0	0.00%
	1	0.68%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	0.68%	\$0	0.00%
511 Lock-out	9	6.08%	\$0	0.00%
520 Water problem, Other	1	0.68%	\$0	0.00%
531 Smoke or odor removal	1	0.68%	\$0	0.00%
550 Public service assistance, Other	2	1.35%	\$0	0.00%
5501 Public Education	2	1.35%	\$0	0.00%
554 Assist invalid	5	3.38%	\$0	0.00%
	21	14.19%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	6	4.05%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	0.68%	\$0	0.00%

CORINTHLAKE

Incident Type Report (Corinth Summary)

03/01/2019 - 03/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
6 Good Intent Call	7	4.73%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	4	2.70%	\$0	0.00%
730 System malfunction, Other	1	0.68%	\$0	0.00%
731 Sprinkler activation due to malfunction	1	0.68%	\$0	0.00%
733 Smoke detector activation due to malfunction	3	2.03%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	0.68%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	0.68%	\$0	0.00%
744 Detector activation, no fire - unintentional	2	1.35%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	0.68%	\$0	0.00%
	14	9.46%	\$0	0.00%

Total Incident Count: 148

Total Est Loss:

\$2,550

CORINTHLAKE

Incident Type Report (Hickory Creek Summary)

03/01/2019 - 03/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	12	41.38%	\$0	0.00%
322 Motor vehicle accident with injuries	5	17.24%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	4	13.79%	\$0	0.00%
	21	72.41%	\$0	0.00%
5 Service Call				
511 Lock-out	4	13.79%	\$0	0.00%
550 Public service assistance, Other	1	3.45%	\$0	0.00%
	5	17.24%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	1	3.45%	\$0	0.00%
622 No Incident found on arrival at dispatch address	1	3.45%	\$0	0.00%
	2	6.90%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	3.45%	\$0	0.00%
	1	3.45%	\$0	0.00%
Total Incident Count:	29		Total Est Loss:	\$0

CORINTHLAKE

Incident Type Report (Lake Dallas Summary)

03/01/2019 - 03/31/2019

All Applicable Records

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	1	2.04%	\$20,000	100.00%
118 Trash or rubbish fire, contained	1	2.04%	\$0	0.00%
	2	4.08%	\$20,000	100.00%
3 Rescue & Emergency Medical Service Incident				
321 EMS call, excluding vehicle accident with injury	29	59.18%	\$0	0.00%
322 Motor vehicle accident with injuries	2	4.08%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	1	2.04%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	4	8.16%	\$0	0.00%
	36	73.47%	\$0	0.00%
5 Service Call				
511 Lock-out	3	6.12%	\$0	0.00%
520 Water problem, Other	1	2.04%	\$0	0.00%
5501 Public Education	1	2.04%	\$0	0.00%
	5	10.20%	\$0	0.00%
6 Good Intent Call				
611 Dispatched & cancelled en route	2	4.08%	\$0	0.00%
622 No Incident found on arrival at dispatch address	3	6.12%	\$0	0.00%
	5	10.20%	\$0	0.00%
7 False Alarm & False Call				
743 Smoke detector activation, no fire - unintentional	1	2.04%	\$0	0.00%
	1	2.04%	\$0	0.00%

Total Incident Count: 49

Total Est Loss:

\$20,000



AGENDA MEMORANDUM

DATE: April 8, 2019
TO: Town Council
FROM: System Admin, Title
SUBJECT: Staff Report

BACKGROUND/INFORMATION:

Facebook Followers: 610
Keep Shady Shores Beautiful Followers: 72
Website: 3282 page views

Staff Projects

Staff worked on addressing code complaints.
Attended Chamber of Commerce Awards Luncheon.
Lake Cities Serve 2019 meetings.
Website redesign; launched civic clerk (new agenda management software)
Prepared for Jury trial (trial canceled)
Coordinate with Town Engineer on replat requests
Public Information Requests
2nd Annual Clean Up Day
Blood Drive
Worked with Town Attorney and Developers for the completion of Adkission Ranch.

FINANCIAL IMPLICATIONS:

none

RECOMMENDATION/ACTION DESIRED:

no action to be taken

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Permit Report March 2019

REVIEWED BY:

PermitReport

4/4/2019 9:46:38 AM

Permit #	Property	Permit Type	Applied Date	Estimated Value
19-00029-01	507 June Road	Demo Permit	3/5/2019	
19-00030-01	501 Paradise Cove	HVAC Permit	3/6/2019	
19-00031-01	107 Palomino Court	Patio Cover Permit	3/8/2019	
19-00032-01	408 W. Shady Oaks Circle	Sprinkler Permit	3/11/2019	
19-00033-01	104 Hidden Valley Airpark	Sprinkler Permit	3/11/2019	
19-00034-01	106 Olives Branch	HVAC Permit	3/14/2019	
19-00035-01	202 Smokey Lane	Roof Permit	3/15/2019	
19-00036-01	108 Moonlit Path	Plumbing Permit	3/22/2019	
19-00037-01	108 Moonlit Path	Patio Cover Permit	3/26/2019	
19-00038-01	1221 McClintock	Roof Permit	3/26/2019	
19-00039-01	118 Palomino Court	HVAC Permit	3/27/2019	
19-00040-01	511 Paradise Cove	Water Heater Permit	3/27/2019	
19-00041-01	301 Cedar Circle	Roof Permit	3/27/2019	
19-00042-01	6 Park Place	Flatwork Permit	3/28/2019	
19-00043-01	416 Bronco Circle	Fence Permit	3/28/2019	
19-00044-01	504 Ambergate Lane	New Residence Permit	3/28/2019	\$440,950.00

Permit Type	Count	Permit Amount	Adjusted Amount	Paid Amount	Balance
Demo Permit	1	\$150.00	\$0.00	\$150.00	\$0.00
HVAC Permit	3	\$450.00	\$0.00	\$300.00	\$150.00
Patio Cover Permit	2	\$570.00	\$0.00	\$330.00	\$240.00
Sprinkler Permit	2	\$340.00	(\$20.00)	\$320.00	\$0.00
Roof Permit	3	\$450.00	\$0.00	\$450.00	\$0.00
Plumbing Permit	1	\$150.00	\$0.00	\$150.00	\$0.00
Water Heater Permit	1	\$150.00	\$0.00	\$0.00	\$150.00
Flatwork Permit	1	\$180.00	\$0.00	\$180.00	\$0.00
Fence Permit	1	\$195.00	\$15.00	\$210.00	\$0.00
New Residence Permit	1	\$3,172.00	\$0.00	\$3,172.00	\$0.00
Totals	16	\$5,807.00	(\$5.00)	\$5,262.00	\$540.00



**SHADY SHORES TOWN COUNCIL
REGULAR SESSION
MARCH 11, 2019; 7:00 PM
SHADY SHORES COMMUNITY CENTER
101 S. SHADY SHORES ROAD
SHADY SHORES, TX 76208**

MINUTES

CALL TO ORDER

Mayor Aughinbaugh called the meeting to order at 7:04 pm.

ROLL CALL

Establish a quorum.

MEMBERS PRESENT

Cindy Aughinbaugh, Mayor; Charles Grimes, Councilmember; Matthew Haines, Councilmember; Jack Nelson, Councilmember; Tom Newell, Councilmember

STAFF PRESENT:

Wendy Withers, Town Secretary; Amber Schuler, Deputy Town Secretary; Jim Shepherd, Town Attorney

MEMBERS ABSENT

Paula Woolworth, Mayor Pro Tem

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

There were no presentations at tonight's meeting.

COUNCILMEMBER/COMMITTEE/STAFF REPORTS:

1. Keep Shady Shores

Lynn Grimes, Keep Shady Shores Beautiful Committee Member was present, but asked to give her presentation during the scheduled agenda item.

2. Animal Control

Councilmember Charles Grimes gave the Animal Control Report.

3. Code Enforcement

Councilmember Charles Grimes gave the code enforcement report. Mr. Grimes asked that a staff put a reminder about yard maintenance in the next newsletter. Town Secretary Wendy Withers announced that two homes that were on the dangerous structure list had been demolished the previous week.

4. Police Department

Councilmember Matthew Haines gave the police report.

5. Fire Department

6. Staff Report

Town Secretary Wendy Withers gave the staff report.

7. Roads, Drainage, Capital Improvements

8. Announcements

9. Annual Report-Community Waste Disposal

Nicole Roemer, Municipal Account Manager with Community Waste Disposal gave the 2018 annual report.

CONSENT AGENDA

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

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

Discussion: None

AYES: Grimes, Haines, Nelson, Newell

NAYS: NONE

The motion passed unanimously.

1. Approval of the minutes of the February 11, 2019 Town Council Meeting.

2. Approval of an Ordinance canceling the May 2019 General Election of City Officials

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

1. 2018 Fiscal Year Audit

Carl Deaton with Hankins, Eastup, Deaton, Tonn and Seay; gave the audit report. Mr. Deaton reported that the town is currently carrying 18 months of reserves.

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

Discussion: None

Ayes: Grimes, Haines, Nelson, Newell

Nays: None

The motion passed unanimously.

2. Keep Shady Shores Beautiful- Beautification Plan

Councilmembers reviewed the plan and gave the Keep Shady Shores Beautiful Committee positive feedback regarding the plan. Councilmembers will continue to review the plan and discuss at the next regular Town Council Meeting. There was no action take on this agenda item.

3. Grant Funding Opportunities-Traylor and Associates

Councilmembers discussed the various opportunities that would be available from grant funding. Matthew Haines made a motion to approve the application fee for a safe route to school application. Jack Nelson seconded the motion.

Matthew Haines made a motion to approve the application fee required by Traylor and Associates to submit a request for funding for "Safe Routes to School". Jack Nelson seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, Newell

Nays: None

The motion passed unanimously.

4. Adkisson Ranch-Conduct a worksession relative to final plat for Adkisson Ranch. Consider and act relative to approval of final plat for Adkisson Ranch.

Matthew Haines made a motion to approve the final plat for Adkisson Ranch pending approval of the completion of the final punch list items and Mayor approval of the final agreements and documents. Jack Nelson seconded the motion.

Discussion: None

Ayes: Grimes, Haines, Nelson, 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.

Charles Grimes made a motion to move into Executive Session at 8:07 pm. Matthew Haines seconded the motion.

The motion passed unanimously. 4-0

Charles Grimes made a motion to reconvene into Open Session at 8:41 pm. Matthew Haines seconded the motion.

The motion passed unanimously, and the Council reconvened into Open Session with no action taken.

1. Texas Gov. Code 551.071 Consultation with Attorney: Confidential legal advice regarding subdivision ordinance interpretation, enforcement and legal liability related to public improvements and residential development of Adkisson Ranch Subdivision.

2. Tex. Gov Code 551.072: Deliberation Regarding Real Property; discuss the possibility of the purchase of additional land for municipal use.

FUTURE AGENDA ITEMS AND STAFF DIRECTION

Keep Shady Shores Beautiful Beautification Plan to be placed on the next agenda.

Staff to coordinate efforts with CWD to clarify recycling information for distribution to the residents.

ADJOURN

Tom Newell made a motion to adjourn. Jack Nelson seconded the motion.

The motion passed unanimously, and the meeting was adjourned at 9:04 pm.

Passed and Approved this the _____ day of _____, 2019.

APPROVED:

Cindy Aughinbaugh, Mayor

ATTEST:

Wendy Withers, Town Secretary



AGENDA MEMORANDUM

DATE: April 8, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: **Approval of 2019 Consumer Price Index Adjustment to Municipal Telecommunications Right-Of-Way Access Line Rates**

BACKGROUND/INFORMATION:

The Town's 2019 maximum access line rates have increased by 1.120% due to inflation. These rates are reviewed annually each year in March. The rates were increased in April of 2018 as well.

FINANCIAL IMPLICATIONS:

The Town receives approximately \$ 27,000 per year in right of way fees from the various telecommunication companies each year. Adopting a new rate will increase the amount collected by 1.1%. Should council choose not to approve the increase the rates will remain the same.

RECOMMENDATION/ACTION DESIRED:

Council can choose to approve or disapprove. If no action is taken by April 30, 2019; the rates will automatically increase.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Public Utility Commission March 2019

REVIEWED BY:



Public Utility Commission of Texas

1701 N. Congress Ave., PO Box 13326, Austin, TX 78711-3326

2019 CONSUMER PRICE INDEX (CPI) ADJUSTMENT TO MUNICIPAL TELECOMMUNICATIONS RIGHT-OF-WAY ACCESS LINE RATES

March 14, 2019

PURPOSE

This letter is to notify you that your city's 2019 maximum access line rates have increased by 1.1120% due to inflation, as measured by the CPI. This adjustment has been made pursuant to Chapter 283 of the Local Government Code (House Bill 1777).

DEFAULT RATES FOR 2019: INCREASE

Based on the choices made by your city in April 2018, your city's 2019 rate will either be adjusted for inflation, or will remain the same as your 2018 rate. According to our records, when similar CPI adjustments were made in April 2018, your city chose the MAXIMUM allowable CPI-adjusted rates. Therefore, your 2019 rates will reflect an increase of 1.1120% from your 2018 rates. You have the option to decline this increase in rates by taking the action explained below.

ACTION BY CITY: TO REFUSE THE INCREASE

(1) You do not have to respond to accept the increased access line rates. (2) Respond ONLY if you want to DECLINE the increase in access line rates. (3) To decline, notify the PUC using page 2 of this letter no later than April 30, 2019. (4) The PUC does not require City council authorization; however, if your city charter requires it, please do so immediately. (5) Verify your contact information and highlight any changes. (6) Make a copy of this document.

WHAT HAPPENS IF A CITY DOES NOT RESPOND BY APRIL 30, 2019?

If a city does not respond by April 30, 2019, the rates for your city will increase from 2018 levels. The next opportunity to adjust your rates will be September 1, 2019.

WHAT HAPPENS NEXT?

The PUC will notify telephone companies of your desired rates and you will be compensated accordingly no later than July 1, 2019.

FUTURE REVISIONS TO CPI

The access line rates will be revised annually in March depending on whether the CPI changes for the previous year. If the CPI changes for the year 2019, you will receive a similar letter in March 2020.

See over...

agenda ?

City of Shady Shores

SECTION 1: Your 2018 city preferred rates are as follows:

Residential: \$0.74 **Non-Residential:** \$0.44 **Point-to-Point:** \$1.01

SECTION 2: Your default rates for 2019 are as follows. Note: These are higher than the 2018 rates (above) due to the CPI inflation adjustment.

Residential: \$0.75 **Non-Residential:** \$0.45 **Point-to-Point:** \$1.03

To decline your default increase in rates, notify the PUC by completing the section below. You can mail or fax this page to the PUC. To accept rates in SECTION 2, no action is required.

I _____, Title _____, am an authorized representative for the City/Town/Village of _____. The City declines to accept the default rates indicated in SECTION 2 above. Instead, we choose the following rates: Residential _____; Non-Residential _____; Point-to-Point _____.

Date: _____ Signature: _____

Other Comments:

HOW TO RESPOND

Mail: Stephen Mendoza
Public Utility Commission
P.O. Box 13326
Austin, Texas 78711-3326

INQUIRIES

Inquiries only. NOT for sending your response.
HB1777@puc.texas.gov
Phone No: 512-936-7394

Or FAX to Stephen Mendoza at: 512-936-7428

CITY CONTACT INFORMATION

Please notify us if the contact information we have on file for your city has changed. Thank you.

Phone No. 1: (940) 498-0044

Phone No. 2: _____

Fax No: (940) 497-2597

Email: town.secretary@shady-shores.com

Address

WENDY WITHERS TOWN SECRETARY
or current city official responsible for right-of-way issues
CITY OF SHADY SHORES
101 S SHADYSHORES ROAD
SHADY SHORES TX 76208

CASH FLOW ANALYSIS
FY 2019
Quarter Ending December 2018

Cash Flow

General Fund				Town of Shady Shores Reserve Account				Access Bank				Overall Balance
Beginning Balance: \$ 503,435				\$ 329,454				\$ 50,163				
	Inflows	Outflows	Balance		Inflows	Outflows	Balance		Inflows	Outflows	Balance	
October	\$32,091	(\$61,034)	\$474,492		\$0	\$0	\$329,454		\$6	\$0	\$50,169	\$1,755,535
November	\$67,285	(\$73,468)	\$468,309		\$0	\$0	\$329,454		\$6	\$0	\$50,176	\$1,754,445
December	\$442,809	(\$148,025)	\$763,093		\$125	\$0	\$329,579		\$6	\$0	\$50,182	\$2,061,369
January	\$437,665	(\$145,362)	\$1,055,396		\$0	\$0	\$329,579		\$6	\$0	\$50,188	\$2,325,482
February	\$355,389	(\$304,413)	\$1,106,372		\$0	\$0	\$329,579		\$6	\$0	\$50,194	\$2,596,126
March	\$251,257	(\$360,506)	\$997,122		\$122	\$0	\$329,700		\$6	\$0	\$50,200	\$2,512,362
April	\$0	\$0	\$997,122		\$0	\$0	\$329,700		\$0	\$0	\$50,200	\$2,512,362
May	\$0	\$0	\$997,122		\$0	\$0	\$329,700		\$0	\$0	\$50,200	\$2,512,362
June	\$0	\$0	\$997,122		\$0	\$0	\$329,700		\$0	\$0	\$50,200	\$2,512,362
July	\$0	\$0	\$997,122		\$0	\$0	\$329,700		\$0	\$0	\$50,200	\$2,512,362
August	\$0	\$0	\$997,122		\$0	\$0	\$329,700		\$0	\$0	\$50,200	\$2,512,362
September	\$0	\$0	\$997,122		\$0	\$0	\$329,700		\$0	\$0	\$50,200	\$2,512,362

Texas Republic Bank				Solid Waste Accounts				General Fund Reserve Account			
Beginning Balance: \$ 228,458				\$ 94,899				\$ 547,398			
	Inflows	Outflows	Balance		Inflows	Outflows	Balance		Inflows	Outflows	Balance
October	\$206	\$0	\$228,664		\$4,175	(\$274)	\$98,800		\$0	\$0	\$547,398
November	\$187	\$0	\$228,851		\$20,944	(\$16,091)	\$103,653		\$0	\$0	\$547,398
December	\$198	\$0	\$229,049		\$31,761	(\$20,207)	\$115,208		\$207	\$0	\$547,605
January	\$194	\$0	\$229,242		\$3,478	(\$31,916)	\$86,770			\$0	\$547,605
February	\$174	\$0	\$229,416		\$7,358	(\$16,028)	\$78,100		\$0	\$0	\$547,605
March	\$174	\$0	\$229,590		\$40,967	(\$16,441)	\$102,626		\$203	\$0	\$547,808
April	\$0	\$0	\$229,590		\$0	\$0	\$102,626		\$0	\$0	\$547,808
May	\$0	\$0	\$229,590		\$0	\$0	\$102,626		\$0	\$0	\$547,808
June	\$0	\$0	\$229,590		\$0	\$0	\$102,626		\$0	\$0	\$547,808
July	\$0	\$0	\$229,590		\$0	\$0	\$102,626		\$0	\$0	\$547,808
August	\$0	\$0	\$229,590		\$0	\$0	\$102,626		\$0	\$0	\$547,808
September	\$0	\$0	\$229,590		\$0	\$0	\$102,626		\$0	\$0	\$547,808

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

Town of Shady Shores
Balance Sheet
As of March 31, 2019

4/4/2019 11:58 AM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Assets				
	100-1000	Consolidated Cash Equity	896,036.50	
	100-1021	Solid Waste and Recycling Chkg	88,220.45	
	100-1022	General Fund - Reserved	547,807.77	
	100-1023	Reserve Account	329,700.94	
	100-1024	GreenBank - Savings	26,790.12	
	100-1025	TX Republic Chkg	229,611.48	
	100-1026	Certificate of Deposit	0.00	
	100-1027	Access Bank- Savings	50,194.47	
	100-1028	Oakwood Bank	228,110.66	
	100-1029	Tex Pool Investment Account	0.00	
	100-1040	Petty Cash	97.43	
	100-1110	Accounts receivable	(24,115.78)	
	100-1299	Undeposited Funds	267.09	
	100-1310	Inventory Asset	0.00	
	100-1450	Prepaid expenses	0.00	
	100-1451	Interest Receivable	0.00	
	100-1452	INTEREST RECEIVABLE	254.63	
	100-1461	Taxes Receivable	11,733.30	
	100-1462	Due from Other Governments	0.00	
	100-1463	Rent Deposit	(200.00)	
	Total Assets		<u>2,384,509.06</u>	<u>2,384,509.06</u>

Town of Shady Shores
Balance Sheet
As of March 31, 2019

4/4/2019 11:58 AM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Liabilities				
	100-2000	Accounts Payable / Due To Consolidated Cash	27,498.80	
	100-2010	Accounts payable	55,425.22	
	100-2098	Wages Payable	(6,708.17)	
	100-2100	Payroll Liabilities	(7,182.14)	
	100-2101	Payroll Liability	(2,128.55)	
	100-2102	Sales Tax	52.00	
	100-2103	Federal Withholding	(1,107.70)	
	100-2104	Social Security	(1,229.22)	
	100-2105	Medicare	(284.25)	
	100-2106	Health Care	(4,959.73)	
	100-2107	TMRS	(68.26)	
	100-2108	Life Insurance	246.48	
	100-2111	Direct Deposit Liabilities	636.47	
	100-2115	BP - Refund Payable	0.00	
	100-2116	BP - Deposit Refund Payable	0.00	
	100-2117	BP - Bond Liability	0.00	
	100-2140	Accrued sales taxes	(16,619.39)	
	100-2151	Deferred Taxes	11,629.86	
	100-2152	Solid Waste Deposit	9,086.90	
	100-2160	Municipal Court Technology Fund	(2,274.16)	
	100-2161	Municipal Court Security Fund	(2,651.44)	
	100-2162	Child Safety Fees	15,005.93	
	100-2165	Credit Card Convenience Fees	(1,404.84)	
	100-2300	Town Reserve Fuinds	0.00	
	100-2301	Emergency Operating Reserves	0.00	
	100-2302	Capital Reserves	0.00	
	100-2303	Roads,Bridge,Drainage Emergency	0.00	
	100-2400	State Fee	6,195.56	
	100-2401	Collection Agency Fees	3,321.13	
	100-2402	Juror Reimbursement Fee	603.94	
	100-2403	Indigent Defense Fund	300.15	
	100-2404	Moving Violation Fee	9.17	
	100-2405	State Traffic Fee	2,396.55	
	100-2406	OmniBase/FTA Fee	879.56	
	100-2407	OmniBase FTA Fee - Omnibase	84.00	
	100-2408	Time Payment	440.00	

Town of Shady Shores
Financial Statement
As of March 31, 2019

3/26/2019 10:53 AM

100 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	90,237.07	221,536.95	132,966.22	1,285,394.50	2,541,179.00	50.58%	(1,255,784.50)
Court Revenue	2,414.13	1,666.67	(727.46)	6,783.53	20,000.00	33.92%	(13,216.47)
Revenue Totals	92,651.20	223,203.62	132,238.76	1,292,178.03	2,561,179.00	50.45%	(1,269,000.97)
Expense Summary							
Expense Totals	215,816.98	259,127.53	41,987.15	865,254.27	2,561,179.00	33.78%	(1,695,924.73)
NOI	(123,165.78)	(35,923.91)	90,251.61	426,923.76	0.00		

Town of Shady Shores
Financial Statement
As of March 31, 2019

3/26/2019 10:53:04 AM

100 - General Fund	Administrative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel		11,503.81	13,652.56	2,148.75	83,575.89	160,330.00	52.13%	(76,754.11)
Not Categorized		48,538.94	24,099.65	(24,439.29)	243,883.30	419,151.00	58.19%	(175,267.70)
Administrative Totals		<u>60,042.75</u>	<u>37,752.21</u>	<u>(22,290.54)</u>	<u>327,459.19</u>	<u>579,481.00</u>	<u>56.51%</u>	<u>(252,021.81)</u>

100 - General Fund	Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized		3,213.90	3,580.18	(366.28)	21,257.89	46,558.00	45.66%	26,678.91
Personnel		790.40	833.33	(42.93)	5,081.60	12,952.00	39.23%	1,915.00
Municipal Court Totals		<u>4,004.30</u>	<u>4,413.51</u>	<u>(409.21)</u>	<u>26,339.49</u>	<u>59,510.00</u>	<u>44.26%</u>	<u>28,593.91</u>

100 - General Fund	Public Safety	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel		1,124.90	0.00	(1,124.90)	7,098.81	20,000.00	35.49%	(442.31)
Not Categorized		90,828.71	29,770.58	61,058.13	325,581.10	584,575.00	55.70%	269,337.40
Public Safety Totals		<u>91,953.61</u>	<u>29,770.58</u>	<u>(62,183.03)</u>	<u>332,679.91</u>	<u>604,575.00</u>	<u>55.03%</u>	<u>268,895.09</u>

100 - General Fund	Development	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized		2,460.00	2,624.78	164.78	12,560.00	31,510.00	39.86%	18,950.00
Development Services Totals		<u>2,460.00</u>	<u>2,624.78</u>	<u>164.78</u>	<u>12,560.00</u>	<u>31,510.00</u>	<u>39.86%</u>	<u>18,950.00</u>

100 - General Fund	Community Outreach	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized		688.96	941.45	(252.49)	3,935.10	10,300.00	38.20%	7,364.90
Community Outreach Totals		<u>688.96</u>	<u>941.45</u>	<u>(252.49)</u>	<u>3,935.10</u>	<u>10,300.00</u>	<u>38.20%</u>	<u>7,364.90</u>

Town of Shady Shores
Council Report
Check Date: 3/1/2019 to 3/31/2019

4/4/2019 11:37:15 AM

Department	Vendor Name	GL Account	Account Description	Description	Amount
100 - General Fund					
Non-Departmental					
	Internal Revenue Service	100-2105	Medicare	2/17/2019	\$164.78
	Internal Revenue Service	100-2104	Social Security	2/17/2019	\$704.58
	Internal Revenue Service	100-2103	Federal Withholding	2/17/2019	\$339.84
	Richard Tarlton	100-2160	Municipal Court Technology Fund	jury duty	\$6.00
	Internal Revenue Service	100-2105	Medicare	3/3/2019	\$163.50
	Internal Revenue Service	100-2104	Social Security	3/3/2019	\$699.08
	Internal Revenue Service	100-2103	Federal Withholding	3/3/2019	\$335.09
	PAYMENT SOLUTIONS STATEMENT	100-2165	Credit Card Convenience Fees	credit card fees	\$96.35
	Internal Revenue Service	100-2105	Medicare	3/17/2019	\$164.98
	Internal Revenue Service	100-2104	Social Security	3/17/2019	\$705.52
	Internal Revenue Service	100-2103	Federal Withholding	3/17/2019	\$340.74
	BINKLEY BARFIELD	100-2303	Roads,Bridge,Drainage Emergency	FHWA	\$292.60
	State of Texas Comptroller	100-2140	Accrued sales taxes	SALES TAX PAYMENT	\$3,579.62
				Total	\$7,592.68
Development Services					
	Steve Koehler	100-50-7110	Building Inspector	FEBRUARY INSPECTIONS	\$2,460.00

Town of Shady Shores
Council Report
Check Date: 3/1/2019 to 3/31/2019

4/4/2019 11:37:15 AM

Department	Vendor Name	GL Account	Account Description	Description	Amount
100 - General Fund					
Development Services					
				Total	\$2,460.00
Community Outreach					
	Joan Davis	100-60-7920	Promotional	COOKIES FOR DRIVER APPRECIATION LUNCH	\$13.96
	FAST SIGNS	100-60-7922	KSSB	signs advertising clean up	\$300.00
	Magic Shred	100-60-7922	KSSB	SHREDDING SPRING CLEAN UP DAY	\$375.00
				Total	\$688.96
Adminstrative					
	PITNEY BOWES	100-10-7114	Postage, shipping, delivery	POSTAGE	\$201.00
	3rd Eye Surveillance	100-10-7902	Computer Expenses	2ND HALF OF PROPOSAL	\$6,052.33
	TEXAS ARCHIVES	100-10-7109	Office Supplies	TEXAS ARCHIVES	\$16.93
	Denton Record -Chronicle	100-10-7113	Legal Advertising	AL	\$19.90
	ATMOS ENERGY	100-10-7904	Utility Atmos Energy	atmos energy gas	\$164.60
	CWD	100-10-7403	Solid Waste Contract	February house count	\$15,748.69
	Carla Gee	100-10-7403	Solid Waste Contract	solid waste refund	\$19.60
	LCMUA	100-10-7905	Utility LCMUA	WATER AND SEWER	\$122.97
	DCAD	100-10-7119	Ad Valorem Tax Svc	DENTON CENTRAL APPRAISAL DISTRICT	\$1,435.81

Town of Shady Shores
Council Report
Check Date: 3/1/2019 to 3/31/2019

4/4/2019 11:37:15 AM

Department	Vendor Name	GL Account	Account Description	Description	Amount
100 - General Fund					
Adminstrative					
	KONICA MINOLTA	100-10-7902	Computer Expenses	SERVICE AGREEMENT	\$285.07
	Hankins, Eastup, Deaton Tonn & Seay	100-10-7112	Accounting/Audit fees	annual audit	\$7,545.00
	SPECTRUM BUSINESS	100-10-7903	Telephone	internet and phone	\$209.31
	FAST SIGNS	100-10-7109	Office Supplies	name tags	\$39.00
	CivicPlus	100-10-7902	Computer Expenses	website hosting	\$4,200.00
	Texas State University	100-10-7607	Staff Development	PFIA TRAINING CINDY AUGHINBAUGH	\$200.00
	Texas State University	100-10-7607	Staff Development	PFIA TRAINING CHARLES GRIMS	\$200.00
	Texas State University	100-10-7607	Staff Development	PFIA TRAINING MATTHEW HAINES	\$200.00
	Texas State University	100-10-7607	Staff Development	PFIA TRAINING WENDY WITHERS	\$200.00
	Amazon	100-10-7907	Building Maintenance	building maintenance	\$95.24
	Amazon	100-10-7907	Building Maintenance	ice machine for kitchen	\$487.95
	Amazon	100-10-7907	Building Maintenance	ice machine	\$15.47
	AAA DENTON FIRE AND SAFTEY	100-10-7907	Building Maintenance		\$153.50
	QUILL CORPORATIONS	100-10-7109	Office Supplies	office supplies	\$225.77
	CONSTELLATION	100-10-7906	Utility Electric	TOWN HALL ELECTRIC BILL	\$929.36
	MICROSOFT	100-10-7107	Software	EMAIL ADDRESSES	\$51.17
	PITNEY BOWES	100-10-7114	Postage, shipping, delivery	postage meter	\$104.97

Town of Shady Shores
Council Report
Check Date: 3/1/2019 to 3/31/2019

4/4/2019 11:37:15 AM

Department	Vendor Name	GL Account	Account Description	Description	Amount
100 - General Fund					
Adminstrative					
	SHEPHERD LAW FIRM	100-10-7108	Attorney Fees	General Attorney Fees	\$4,812.50
				Total	\$43,736.14
Public Safety					
	ALL AMERICAN DOGS	100-30-7701	Animal Control	ALL AMERICAN DOGS MARCH 2019	\$1,155.00
	City of Corinth	100-30-7703	Fire Dept	MARCH 2019 FIRE SERVICES	\$26,162.67
	City of Corinth	100-30-7704	Police Patrol Svc	POLICE PATROL SERVICES	\$60,511.00
				Total	\$87,828.67
Municipal Court					
	McCreary,Veselka,Brag, & Allen PC	100-40-7512	Deliquent Ticket Collection Fee	DELINQUENT COURT FINES	\$496.50
	David Wilson	100-40-7511	Municipal Court Jury Service	jury service	\$6.00
	Kerri Blevins	100-40-7511	Municipal Court Jury Service	Jury Duty SS vs Stenson	\$6.00
	Bruce Gibson	100-40-7511	Municipal Court Jury Service	jury duty	\$6.00
	Robert Herris	100-40-7511	Municipal Court Jury Service	jury duty	\$6.00
	Lauri Moran	100-40-7511	Municipal Court Jury Service	Jury Duty	\$6.00
	Carl Anderson	100-40-7511	Municipal Court Jury Service	Jury Duty	\$6.00
	Jon Forester	100-40-7511	Municipal Court Jury Service	jury duty	\$6.00
	Rosemary Gravett	100-40-7511	Municipal Court Jury Service	jury duty	\$6.00

Town of Shady Shores
Council Report
Check Date: 3/1/2019 to 3/31/2019

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Department	Vendor Name	GL Account	Account Description	Description	Amount
100 - General Fund					
Municipal Court					
	Jacob Estes	100-40-7511	Municipal Court Jury Service	ce	\$6.00
	Rudy Cruz	100-40-7511	Municipal Court Jury Service	Jury Dut	\$6.00
	Gregory Spriggs	100-40-7511	Municipal Court Jury Service	Jury duty	\$6.00
	Orion Adcock	100-40-7511	Municipal Court Jury Service	Jury Duty	\$6.00
	Kirsten Kerce	100-40-7511	Municipal Court Jury Service	Jury Service	\$6.00
	Alanna Black	100-40-7511	Municipal Court Jury Service		\$6.00
	Mary Britton	100-40-7511	Municipal Court Jury Service	jury duty	\$6.00
	Terry Gannon	100-40-7511	Municipal Court Jury Service	jury duty	\$6.00
	TMCEC	100-40-7508	Staff development	JOAN BASIC COURT CLERK TRAINING	\$250.00
	McCreary,Veselka,Brag, & Allen PC	100-40-7512	Deliquent Ticket Collection Fee	McCreary, Veselka, Bragg and Allen P.C>	\$258.90
	SHEPHERD LAW FIRM	100-40-7108	Attorney Fees	Municipal Court Attorney	\$1,312.50
				Total	\$2,413.90
Public Works					
	BILL BOUNDS	100-80-7806	Public Works	materials	\$209.55
	BILL BOUNDS	100-80-7806	Public Works	Labor	\$1,255.00
	ANDERSON ASPHALT & CONCRETE	100-80-7805	Roads / Streets	POTHOLE REPAIR	\$32,275.00
				Total	\$33,739.55

Town of Shady Shores
Council Report
Check Date: 3/1/2019 to 3/31/2019

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Department	Vendor Name	GL Account	Account Description	Description	Amount
100 - General Fund					
Engineering					
	BINKLEY BARFIELD	100-70-7801.1001	Engineer fees	ADKISSON RANCH	\$10,890.29
	BINKLEY BARFIELD	100-70-7801.1001	Engineer fees	ADKISSON RANCH	\$97.50
	BINKLEY BARFIELD	100-70-7801.7006	Engineer fees	HIDDEN VALLEY PHASE 6	\$2,632.50
	BINKLEY BARFIELD	100-70-7801	Engineer fees	GENERAL ENGINEERING SERVICES	\$6,620.02
	SHEPHERD LAW FIRM	100-70-7108.1001	Attorney Fees	adkisson ranch	\$2,500.00
	SHEPHERD LAW FIRM	100-70-7108.7007	Attorney Fees	Hidden Valley Phase VI	\$187.50
Total					\$22,927.81

Town of Shady Shores
Council Report
3/1/2019 to 3/31/2019

4/4/2019 11:37:15 AM

Fund Totals

100	General Fund	\$201,387.71
	Grand Total:	\$201,387.71

CASH FLOW ANALYSIS
FY 2019
Quarter Ending December 2018

Cash Flow

General Fund				Town of Shady Shores Reserve Account				Access Bank				Overall Balance
Beginning Balance: \$ 503,435				\$ 329,454				\$ 50,163				
	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance			
October	\$32,091	(\$61,034)	\$474,492	\$0	\$0	\$329,454	\$6	\$0	\$50,169	\$1,755,535		
November	\$67,285	(\$73,468)	\$468,309	\$0	\$0	\$329,454	\$6	\$0	\$50,176	\$1,754,445		
December	\$442,809	(\$148,025)	\$763,093	\$125	\$0	\$329,579	\$6	\$0	\$50,182	\$2,061,369		
January	\$437,665	(\$145,362)	\$1,055,396	\$0	\$0	\$329,579	\$6	\$0	\$50,188	\$2,325,482		
February	\$355,389	(\$304,413)	\$1,106,372	\$0	\$0	\$329,579	\$6	\$0	\$50,194	\$2,596,126		
March	\$251,257	(\$360,506)	\$997,122	\$122	\$0	\$329,700	\$6	\$0	\$50,200	\$2,512,362		
April	\$0	\$0	\$997,122	\$0	\$0	\$329,700	\$0	\$0	\$50,200	\$2,512,362		
May	\$0	\$0	\$997,122	\$0	\$0	\$329,700	\$0	\$0	\$50,200	\$2,512,362		
June	\$0	\$0	\$997,122	\$0	\$0	\$329,700	\$0	\$0	\$50,200	\$2,512,362		
July	\$0	\$0	\$997,122	\$0	\$0	\$329,700	\$0	\$0	\$50,200	\$2,512,362		
August	\$0	\$0	\$997,122	\$0	\$0	\$329,700	\$0	\$0	\$50,200	\$2,512,362		
September	\$0	\$0	\$997,122	\$0	\$0	\$329,700	\$0	\$0	\$50,200	\$2,512,362		

Texas Republic Bank				Solid Waste Accounts				General Fund Reserve Account			
Beginning Balance: \$ 228,458				\$ 94,899				\$ 547,398			
	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance		
October	\$206	\$0	\$228,664	\$4,175	(\$274)	\$98,800	\$0	\$0	\$547,398		
November	\$187	\$0	\$228,851	\$20,944	(\$16,091)	\$103,653	\$0	\$0	\$547,398		
December	\$198	\$0	\$229,049	\$31,761	(\$20,207)	\$115,208	\$207	\$0	\$547,605		
January	\$194	\$0	\$229,242	\$3,478	(\$31,916)	\$86,770		\$0	\$547,605		
February	\$174	\$0	\$229,416	\$7,358	(\$16,028)	\$78,100	\$0	\$0	\$547,605		
March	\$174	\$0	\$229,590	\$40,967	(\$16,441)	\$102,626	\$203	\$0	\$547,808		
April	\$0	\$0	\$229,590	\$0	\$0	\$102,626	\$0	\$0	\$547,808		
May	\$0	\$0	\$229,590	\$0	\$0	\$102,626	\$0	\$0	\$547,808		
June	\$0	\$0	\$229,590	\$0	\$0	\$102,626	\$0	\$0	\$547,808		
July	\$0	\$0	\$229,590	\$0	\$0	\$102,626	\$0	\$0	\$547,808		
August	\$0	\$0	\$229,590	\$0	\$0	\$102,626	\$0	\$0	\$547,808		
September	\$0	\$0	\$229,590	\$0	\$0	\$102,626	\$0	\$0	\$547,808		

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

INVESTMENT COMMITTEE REPORT JANUARY-FEBRUARY 2019

	Total Investments	Independent Bank Reserve Account	Greenbank Reserve Account	TX Republic Reserve Account	Access Bank	Fund Balance	Oakwood Bank	General Fund (1200)	Solid Waste Account
Beginning of the Period	\$2,288,653	\$329,579	\$26,654	\$229,049	\$50,182	\$547,605	\$227,283	\$763,093	\$115,208
Additions	\$1,093,388	\$0	\$0	\$0	\$0	\$0	\$0	\$1,041,805	\$51,583
Withdrawals	(\$874,666)		\$0	\$0	\$0	\$0	\$0	(\$810,281)	(\$64,385)
Accumulated Interest	\$4,987	\$122	\$141	\$542	\$19	\$203	\$1,234	\$2,506	\$220
End of Period	\$2,512,362	\$329,701	\$26,795	\$229,591	\$50,201	\$547,808	\$228,517	\$997,123	\$102,626
Average Interest Rate									
1st Month of the Period - October	2.39%	15.00%	0.50%	0.80%	0.15%	0.15%	2.24%	0.15%	0.15%
2nd Month of the Period - November	2.39%	15.00%	0.50%	0.80%	0.15%	0.15%	2.24%	0.15%	0.15%
3rd Month of the Period -December	2.39%	15.00%	0.50%	0.80%	0.15%	0.15%	2.24%	0.15%	0.15%
Percent of Change	9.77%	0.04%	0.53%	0.24%	0.04%	0.04%	0.54%	30.67%	-10.92%
Is this investment in compliance with:									
Investment Policy	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Relevant Provision of PFIA (Public Funds Investment Act)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
MAYORS SIGNATURE									
DATE									



AGENDA MEMORANDUM

DATE: April 8, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: Consider and act on approval of a contract with Countywide Inspection Services to serve as the Town of Shady Shores Designated Representative.

BACKGROUND/INFORMATION:

The Town currently contracts with Bailey Environmental for Designated Representative Services. The Town's Designated Representative provides OSSF (on site sewage facility) review, inspections and complaint investigation. Tom Bailey with Bailey Environmental will no longer be able to represent the Town in this capacity. Michael Doughty with Countywide Inspections has submitted a proposal for Council review.

Bailey Environmental will continue to conduct the school health inspections.

FINANCIAL IMPLICATIONS:

Countywide Inspections charges \$350 for OSSF Plan Review and Inspection and a flat rate of \$30 per investigation.

RECOMMENDATION/ACTION DESIRED:

Approve the Agreement with Countywide Inspections and designate Michael Doughty as the Designated Representative.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Shady Shores OSSF Mike Doughty

REVIEWED BY:

Consultant Agreement Designated Representative

The City of Shady Shores, TX (“City”) hereby enters into this Consultant Agreement (“Agreement”) with Countywide Inspection Services (“Designated Representative”) to perform the duties of Designated Representative as specified in this agreement. The services of the Designated Representative shall be provided in three general areas: OSSF Plan Review, Inspections and complaints.

Agreement

1. This Agreement shall be for a time period beginning _____ and ending _____. This Agreement may be extended by mutual agreement of both parties in writing. This agreement may be terminated by either party at any time for just cause effective upon receipt of a thirty (30) day written notice.
2. Compensation shall be \$350.00 per OSSF Permit issued. This fee includes the plan review and inspections. The investigation of OSSF complaints will be billed at a flat rate of 30.00 per investigation.

Miscellaneous

1. Assignment. This agreement may not be assigned by the Designated Representative.
2. Hold Harmless. Designated Representative shall indemnify and hold harmless the City, its officers, agents and employees, from and against all liability arising out of negligent acts of consultant, its employees and agents, in the performance of this agreement.
3. Data and File Retention. All data reports and other documentation (other than Designated Representative’s drafts, notes and internal memorandum) shall become property of the City upon termination of this Agreement and payment in full of all compensation due Designated Representative. Upon such data and documentation, Designated Representative shall deliver the data and documentation within 90 days, and Designated Representative shall not retain copies of data or documentation.
4. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and venue in the event of a dispute shall be in Denton County, Texas.
5. Severability. In any provision of this Agreement is declared or found to be illegal, unenforceable, or void, both parties shall be relieved of all obligations under that provision. The remainder of this Agreement shall be enforced to the fullest extent permitted by law.
6. Waivers. All conditions, covenants, duties and obligations contained in this Agreement can be waived only by written agreement executed by all parties. Forbearance or indulgence in any form or manner by a party shall not be construed as a waiver, not in any way limit the legal or equitable remedies available to that party. No waiver by either party of any default or breach shall constitute a waiver of any subsequent default or breach.

7. Whole and Entire Agreement. This instrument contains the whole and entire agreement of the parties hereto and correctly sets forth the rights, duties and obligations of each to the others as of its date. Any prior agreements, promises, negotiations or representations not expressly set forth in this Agreement are of no force and effect.
8. Notices. Any notice to be given from one party to the other pursuant to this Agreement shall be deposited with the United States Postal Services postage prepaid and addressed as follows:

City Official
City of Shady Shores
101 S Shady Shores
Shady Shores, TX 76208

Countywide Inspection Services
Attn: Mike Doughty
431 Oak
Graham, TX 76450

EXECUTED TO BE EFFECTIVE ON THE ____ DAY OF _____, 2019.

City of Shady Shores

City Official

Countywide Inspection Services

Mike Doughty- Countywide Inspections



AGENDA MEMORANDUM

DATE: April 8, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: Keep Shady Shores Beautiful- Beautification Plan

BACKGROUND/INFORMATION:

The Keep Shady Shores Beautiful (KSSB) Committee has been working on a beautification plan for the Town of Shady Shores. The document puts a plan in place for overall town beautification including staff direction for implementing the program as well as budgetary guidelines.

FINANCIAL IMPLICATIONS:

2020 FY Budget

RECOMMENDATION/ACTION DESIRED:

Provide feedback to the Keep Shady Shores Beautiful Committee regarding the Draft Beautification Plan. Council initially reviewed the plan at the March 11, 2019 Town Council Meeting. Staff was directed to place this item back on the agenda for further discussion.

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. Beautification Plan 2013-2014(1)- Redline Copy 03.04.2019

REVIEWED BY:

3/26/2019

BEAUTIFICATION PLAN



**TOWN OF SHADY SHORES
ADOPTED:**

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INITIATIVE 3 - ETJ BEAUTIFICATION	5
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DRAFT

PURPOSE AND GOAL

Keep Shady Shores Beautiful through education of our residents and creating an identity and brand for the town.

BACKGROUND

Shady Shores

The Town of Shady Shores currently has a population of approximately 2610 and covers 2.9 square miles of property just south of Denton, Texas. Shady Shores' residents take pride in being a small bedroom community (with nary a stop light or convenience store to be found). A look back at the town beginnings will help establish your perspective.

In the mid-1920's, John William Franck, a Dallas contractor, built a fishing camp with about 10 wood-shingle cabins on the northern shores of Lake Dallas. He had this in mind as a weekend retreat for Dallas residents. In the 1930's, many of the fishing camps were torn down and replaced by permanent homes, several which are still standing.

The community thrived, and in 1932, a nearby subdivision called Shady Shores began construction. The lake was enlarged in the late '50s, becoming what is now known as Lake Lewisville. In 1960, the town leaders decided to incorporate – mostly to escape being annexed by Denton – and the subdivision's name became the name of a newly formed town. Up until 2000, when tax collection began, money for road repairs and police and fire protection came from fees from building permits, franchise fees, pancake suppers and donations from the residents.

Today Shady Shores is a thriving community that boasts excellent fire, emergency and police protection, provided by The Lake Cities Fire Department and the Corinth Police Department. Our residents enjoy a quiet lifestyle with ready access to the lake while being only a short drive from DFW airport, and nearby shopping and restaurants.



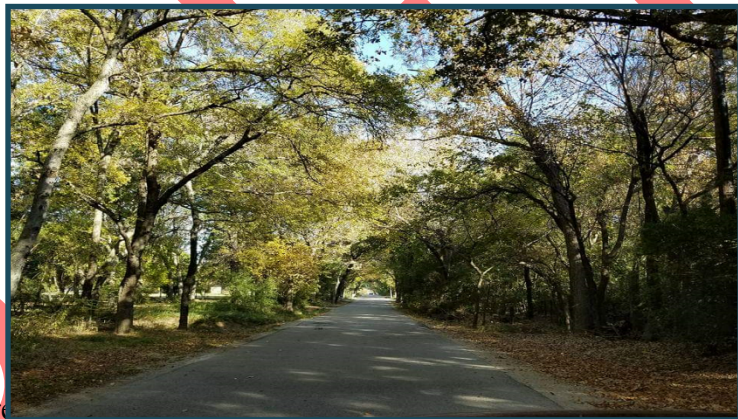
THE BENEFITS OF A BEAUTIFICATION PLAN:

1. Consistency in decision making- The Beautification Plan gives decision makers a consistent reference point for directing beautification efforts.
2. Ability to make informed decisions- the Beautification Plan provides facts on existing conditions, and recommendations on beautifying existing conditions enabling the decision makers to understand the impact of their decisions.
3. Produce positive economic development- Beautiful communities attract new growth and development, as well as protects property values in both residential.

INITIATIVE 1 – CREATION OF AN ENTRY CORRIDOR OVERLAY ZONE

Entry Corridor Overlays lend additional guidelines that enhance the corridors of Town of Shady Shores. The district will be established to provide development standards for roadway corridor areas that are

in addition to current zoning districts already in existence within the designated corridors. The ECO is designed to recognize the importance of the corridors and enhance the aesthetic appeal for those entering the town. Guidelines will include additional screening,



signage, and additional landscaping requirements. This area is a target area for code enforcement compliance. Additionally, in the Entry Corridor Overlays, Town of Shady Shores will work closely with the Texas Department of Transportation on placement of new town entrance signage, additional streetscape improvements in the state rights-of-way, and maintenance of the rights-of-way in the following overlays:

1. W. Shady Shores Road (Olive's Branch)
2. S. Shady Shores Road
3. Dobbs Road
4. Berry Lane
5. Lakeshore Road

RECOMMENDATIONS:

- 1) Create the Entry Corridor Overlay Zone.
- 2.) Seek additional sources for a right-of-way landscaping design for the overlays and create a budget for these improvements (Master Gardeners/University of North

Texas/Texas Woman's University Programs).

Shady Shores

- 3) Meet with property owners in the corridors to involve them in the beautification efforts of the area.
- 4) Meet with the Texas Department of Transportation regarding landscaping and signage in the state public rights-of-way if necessary.

RESPONSIBLE DEPARTMENTS:

- A. Planning Department
- B. Public Works
- C. Town Administration

PROJECT COST:

TBD

1.1 UNIFORM AND ATTRACTIVE SIGNAGE

Entryway Signage establishes a visual aesthetic that will enhance the appearance of the community. The role of the entryway sign is to set an image that will generate a favorable impression to visitors and citizens.

The goal of **Wayfinding Signage** is to make it easy for visitors and residents to navigate around downtown, as well as highlight attractions within the Town and offerings in an appealing and informative manner.

Right-of-way Audit- It is unknown how many signs (church signs, old signage at the town limits, civic organization signs, etc.) that are positioned in state and town rights-of-way. Many of these signs are old, cracked, faded, or obsolete and need to be replaced, maintained, or removed permanently. The Shady Shores sign ordinance currently prohibits signage in the right-of-way exempting signage for government entities (state signage, street signs, way finding signage etc.). Town of Shady Shores public works department will perform an audit of street and stop signs each year to determine number of signs that need to be replaced or repaired. Code Enforcement will monitor signs in the right-of-way and contact the owners of the signs to remove, repair, or permit these signs.

RECOMMENDATIONS:

- 1) Design wayfinding program for key destinations throughout the town (schools, boat ramp, town hall).
- 2) Work with US Army Corps of Engineers to upgrade and design signage for the Big Sandy Boat Ramp.
- 3) Design the new signage for all entry corridors.

RESPONSIBLE DEPARTMENTS:

- A. Planning Department
- B. Public Works
- Shady Shores

- C. Administration
- D. Code Enforcement

PROJECT COST:

TBD

1.3 LOCAL COOPERATION

Coordinate with the cities of Corinth and Lake Dallas to address code enforcement concerns adjacent to the Town of Shady Shores.

RECOMMENDATIONS:

- 1.) Ensure that point of contact for each Lake Dallas and City of Corinth are up to date
- 2.) Work with local cities of Lake Dallas, and Corinth to abate the violations.

RESPONSIBLE DEPARTMENTS:

- A. Planning Department
- B. Public Safety (Code Enforcement)
- C. Administration

PROJECT COST:

\$0

INITIATIVE 2 - NEIGHBORHOOD ENHANCEMENT

The preservation and enhancement of neighborhoods are a critical component of any community.” “Neighborhood Beautification Programs” are recommended under the Beautification Plan and are essential to enhancement of properties. During this program, Town of Shady Shores Code Enforcement Office will work with other departments at Town of Shady Shores to identify and abate code violations in a designated neighborhood with the intent of improving the quality of life for the residents of the neighborhood and the general citizenry. The Code Enforcement Department will look for violations of high weeds and grass, junk vehicles, the accumulation of junk and debris, locations that do not have address numbers posted, dangerous structures, and other violations of the Town Code. Additional departments will address issues such as potholes, replacement of street signs, mowing of rights-of-ways, and trash

Shady Shores

pick-up along the streets. These areas can be easily abated by town staff such as removal of tree stumps, storm drain cleanouts, old traffic signal pedestals, broken gutters, sidewalk cracks etc.

RECOMMENDATIONS:

- 1) Town workers can catalog problems requiring town maintenance. Once catalogued, they can be prioritized and abated.
- 2) Neighborhood Enhancement Areas 1, 2, 3 and 4 have been identified and prioritized as to the deteriorating conditions of the area, code enforcement violations, and the need for public works assistance for remediating infrastructure issues (for example potholes, replacement of street signs, etc.).

PROJECT COST: TBD

RESPONSIBLE DEPARTMENT

A. All Town Departments

2.1 DEMOLISH DILAPIDATED STRUCTURES

There are many areas within the town limits of Shady Shores that are owned by private individuals with structures and property that are simply abandoned and in need of clean-up and façade improvements; or may not be abandoned but may simply be unsightly to the public. These are areas that are seen when people visit our town. Dilapidated or dangerous structures (structure is in a condition of decay and partial or complete collapse is possible) within a town are always an eyesore. Many times, the structure needs repair or demolition, but the owners of the property cannot be found, are deceased, or live out of state. This makes for a lengthy and difficult process for demolition or repair of structures. Shady Shores has adopted a Dangerous Structures Ordinance to address these structures.



The Town of Shady Shores has created a Building and Standards Commission to receive information and make decisions on the status of such structures.



Funds in the amount of \$30,000 have been budgeted for demolition of structures. As always, the Town gives notice to the property owner and allows ample opportunity to demolish the structure. If there is no compliance with the property owner, then the town will demolish the structure and place a lien on the property.

NS:

- 1) A list of dilapidated structures will be created and prioritized by the structures that are most unsafe.

- 2) The Town Staff has an estimated goal of three structures to be demolished/abated by the end of the FY 2019.
- 3) The list should be reviewed on a yearly basis by the Keep Shady Shores Beautiful Committee.
- 4) Contact the owners of the individual properties notifying them of the Town's intentions of property abatement compliance.
- 5) Consider placing fencing, landscaping, etc., in the right-of-way, so that a buffer is created to shield the property from the public.

PROJECT COST:

\$30,000 Abatement Process

RESPONSIBLE DEPARTMENTS:

- A. Building and Standards Commission
- B. Public Safety (Code Enforcement, Police Department, Fire Department)
- C. Public Works Department
- D. Administration
- E. Legal

2.2 LITTER CONTROL PROGRAMS

A. ADOPT A SPOT

The Adopt-A-Spot program is intended to showcase our residents' commitment to love of community and natural beauty, by providing opportunities to keep the Town of Shady Shores beautiful. Residents can contribute in a variety of ways, such as selecting a spot or section of roadway for litter control, tree plantings, landscaping. Special projects shall be considered on a case by case basis. Participants will adopt a spot for a minimum of one (1) year. This program is open to families, individuals, youth groups, homeowner associations, schools and clubs, businesses, non-profits or any combination of these groups. The town will install a sign at the designated Adopt-A-Spot location.

RECOMMENDATION:

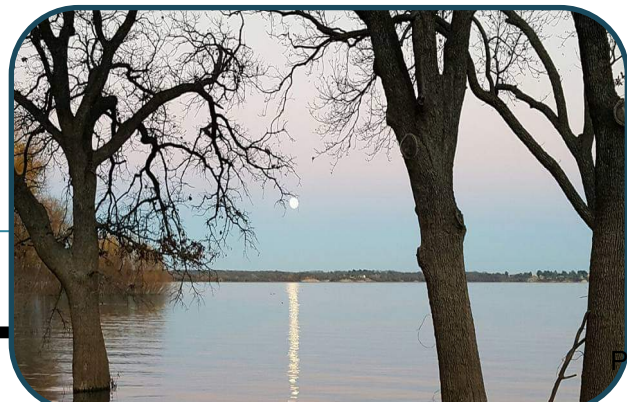
- 1) With the revival of the "Adopt a Spot Program," the community will have a hand in keeping our town beautiful. Additionally, working with the Municipal Court to identify individuals that need community service will enhance our beautification efforts for the entry ways into the Town.

RESPONSIBLE DEPARTMENT

- A. Keep Shady Shores Beautiful
- B. Administration
- C. Municipal Court

PROJECT COST:

Shady Shores



Safety Vests 0
Bags \$ 0
New signage: \$400

B. GARBAGE CARTS

Currently Town of Shady Shores requires that trash be placed in containers provided by the Solid Waste provider. This eliminates the problem of having trash and debris blown down the street or into another citizen's yard or being scattered by local wildlife. The Town offers once a week pick-up as well as five (5) additional cubic yards of bulk pickup. In addition, residents are offered household hazardous waste service as a part of their quarterly service.

RECOMMENDATION:

- 1) The Town may update the current ordinance to require containers for solid waste.

RESPONSIBLE DEPARTMENT

- A. Town Council
- B. Administration

PROJECT COST:
\$0

C. TOWN WIDE CLEAN UP DAYS

Currently the Town of Shady Shores provides two (2) town-wide clean up days. On the designated day the town provides additional dumpsters, a paper shredding service, electronics recycling, tire collection and household hazardous waste collection services as determined by need and availability. This allows residents to dispose of potentially hazardous materials in the proper manner.

RECOMMENDATION:

- 1) Develop more publicity for the bi-annual events to increase awareness
- 2) Conduct a citizen survey to determine needs
- 3) Designate annual days to ensure consistency

RESPONSIBLE DEPARTMENT

- A. Keep Shady Shores Beautiful
- B. Administration

PROJECT COST:
\$1000- 5,000

D. PUBLIC GREEN SPACE AND PARKS

Shady Shores

Develop a plan for the enhancement of the green space around town hall. Plan to include a play area for children; the establishment of a Town Christmas Tree and a fitness trail or walking path. Possible area for a butterfly garden or other natural landscaping.

RESPONSIBLE DEPARTMENT

- A. Keep Shady Shores Beautiful
- B. Shady Shores Town Council
- C. Administration



PROJECT COST:

TBD

Seek Grant funding from Texas Parks and Wildlife and other organizations such as Keep Texas Beautiful etc.

INITIATIVE 3- CITIZEN COMMUNICATION AND EDUCATION

The Town of Shady Shores will work to improve citizen communication and education about recycling programs and efforts to implement the programs listed in this document as well as other Keep Shady Shores Beautiful efforts within the town.

RECOMMENDATIONS:

- Encourage citizen sign up for e-news and other notifications
- Improve citizen communication through social media posts and website communication
- Use the solid waste bills as a method to distribute information
- Maintain a current list of Town of Shady Shores Homeowner Association point of contact(s)
- Quarterly Newsletter will be used to convey information to residents
- Add important events to signage

RESPONSIBLE DEPARTMENTS:

- A. Administration

PROJECT COST:

TBD



Keep Texas Beautiful

BEAUTIFICATION PLAN INITIATIVE FUNDING

While many of these initiatives do not require major funding, certain initiatives do require substantial funding. These initiatives may be helped by the following funding ideas:

- 1) Citizens could have the opportunity to donate a monthly fee to the program that will appear on their solid waste bill.
- 2) Corporate sponsors
- 3) Governor's Community Achievement Awards. This competition distributes \$2 million in funding from TxDOT across the ten communities, with the amount based on population size. The funds are used for landscaping projects along local rights-of-way. A community's environmental program is judged on achievements in seven different areas: community leadership and coordination, public awareness, education, beautification and community improvement, litter prevention and cleanup, solid waste management and litter law and illegal dumping enforcement.
- 4) Other funding sources (i.e. grants, dedicated taxes, bonds, etc.)

SUMMARY

The goal of the beautification plan is to improve the overall appearance of Town of Shady Shores and its entry corridors. The elements of the plan will be combined to enhance the beauty of Shady Shores and create a true sense of place. Investing in beautification supports existing and proposed private and public investments in the area. And, as this is a living document, the Beautification Plan will continue to identify projects that will beautify our community, increase desirability and quality of life, and encourage residential homeowners and business owners to invest in landscaping Shady Shores

and clean up of their properties.

DRAFT



AGENDA MEMORANDUM

DATE: April 8, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: **Safe Routes to School Application-Discuss the submittal of a preliminary application for Safe Routes to Schools funding to the Texas Department of Transportation. Consider and take appropriate action.**

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

1. 2019-prelim-app-Shady Shores-TA
2. 2019-prelim-app-Shady Shores-SRTS
3. Richard Arvizu Safe Routes to School_Redacted
4. safe routes - concept Fritz - Garza - W Shady

REVIEWED BY:

Wendy Withers

From: Richard A. Arvizu, PE, CFM
Sent: Monday, April 1, 2019 5:24 PM
To: Melinda Smith
Cc: Cindy Aughinbaugh; Amber Schuler; ; Wendy Withers
Subject: RE: Safe Routes to School and other Funding Opportunities
Attachments: safe routes - concept Fritz - Garza - W Shady.pdf

Melinda,

One area the Town finds of concern based on students walking to school along roads without sidewalks and having to across private property is access to Myers Middle School from the south. Issues in getting a sidewalk to those areas is the fact that drainage ditches run parallel to the streets and take up most of the remaining right of way. As such, ROW acquisition would likely be necessary along several properties. Also, Fritz Lane is a narrow roadway (16-feet of paved width), and the existing drainage structure would need to be upgraded to protect against inundation by the 100-year and lesser storms and widened to accommodate a sidewalk. I have attached an exhibit showing a proposed 5-foot wide concrete sidewalk in yellow, a 90-foot long bridge to replace the existing drainage structure in blue and proposed crosswalk markings in yellow circles. A very rough cost estimate is as follows:

- \$900,000 bridge
- \$75,000 sidewalk (1,750 linear feet of 5-foot wide concrete sidewalk)
- ROW acquisition costs – TBD
- Miscellaneous – TBD

There is existing sidewalk for a large part of the way along Dobbs Road already (leading to the elementary school) – some along the south side in Lake Dallas and some along the north side in Shady Shores. The portion in Shady Shores that crosses the creek is experiencing undermining, and there are some drainage issues in the area that contribute to that sidewalk being inundated with water. This could easily be \$150,000 to fix and likely more. See photo below:



There are also opportunities to provide better bus stop waiting areas, potentially covered, in several locations throughout Shady Shores for high school students. At least 4 locations.

I can look into these in more detail and provide better estimates in the future, but I promised I would put something together for you today during our phone call earlier this afternoon.

Richard A. Arvizu, PE, CFM | Managing Director
Binkley & Barfield, Inc. | TBPE F-257 |

From: Richard A. Arvizu, PE, CFM
Sent: Friday, March 08, 2019 2:14 PM
To: Wendy Withers <wendy.withers@shady-shores.com>
Cc: Cindy Aughinbaugh <cindy.aughinbaugh@shady-shores.com>; Amber Schuler <municipal.court@shady-shores.com>;
Subject: RE: Safe Routes to School and other Funding Opportunities

Wendy,

Melinda and I just spoke on the phone and have begin coordinating. She will email me a summary of information and progress to date, and then she and I plan to get together either at Town Hall or my office sometime after next week to review, discuss and plan further.

Please keep me up to date on any council actions. I do not see the agenda for Monday on-line.

Best regards.

Richard A. Arvizu, PE, CFM | Managing Director
Binkley & Barfield, Inc. | TBPE F-257 |

c

From: Melinda Smith <Melinda.Smith@grtraylor.com>
Sent: Wednesday, February 27, 2019 10:59 AM
To: Wendy Withers <wendy.withers@shady-shores.com>; Richard A. Arvizu, PE, CFM <RAA@binkleybarfield.com>
Cc: Cindy Aughinbaugh <cindy.aughinbaugh@shady-shores.com>; Amber Schuler <municipal.court@shady-shores.com>; Wesley Traylor <wesley.traylor@grtraylor.com>
Subject: RE: Safe Routes to School and other Funding Opportunities

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you, Wendy.

We enjoyed getting to meet with you and Amber yesterday and look forward to working with the Town of Shady Shores. We will reach out to Richard to get the ball rolling on the application.

In the meantime, if you think of any other questions or if any additional information is needed, please do not hesitate to give us a call.

Thanks, again!

MELINDA SMITH | VICE PRESIDENT, PROJECT MANAGER | TRAYLOR & ASSOCIATES, INC.
P.O. Box 7035, Tyler, Texas 75711 | melinda.smith@grtraylor.com
TEL 903-939-7405 | FAX 903-581-4245 | CELL 903-431-0407

Always working for your community...ALWAYS
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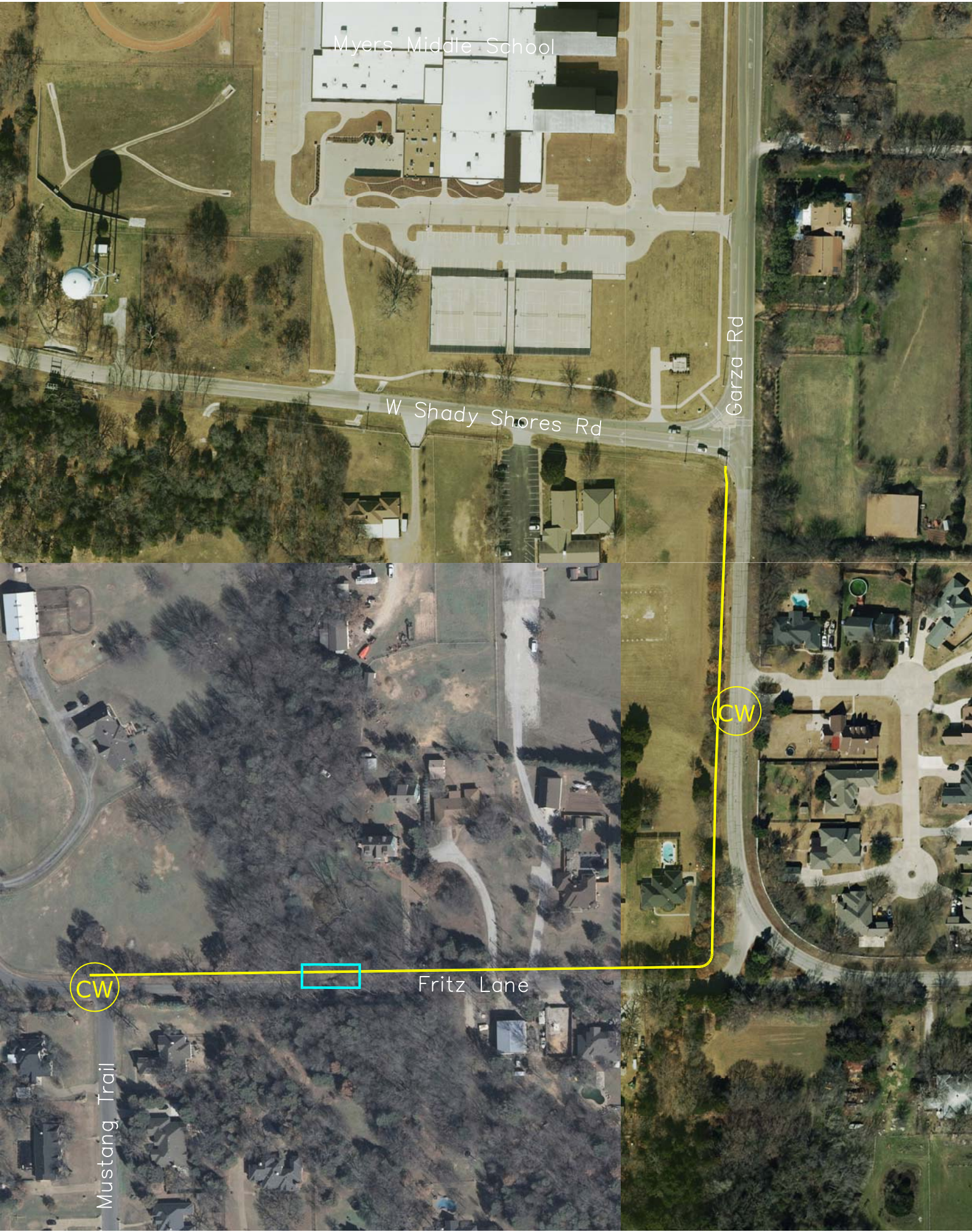


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From: Wendy Withers <wendy.withers@shady-shores.com>
Sent: Tuesday, February 26, 2019 1:15 PM
To: Richard A. Arvizu, PE, CFM <RAA@binkleybarfield.com>
Cc: Cindy Aughinbaugh <cindy.aughinbaugh@shady-shores.com>; Amber Schuler <municipal.court@shady-shores.com>; Melinda Smith <Melinda.Smith@grtraylor.com>; Wesley Traylor <wesley.traylor@grtraylor.com>
Subject: Safe Routes to School and other Funding Opportunities

Richard-

By way of this email please expect a contact call from Melinda Smith or Wesley Traylor from Traylor and Associates in regard to an possible application for Safe Routes to School Funding. In addition, I have included a copy of your latest road improvement plan so that they may review it for possible grant funding opportunities.





2019 Transportation Alternatives (TA) and Safe Routes to School (SRTS) Call for Projects

TA/SRTS Potential Project Sponsor **Preliminary Application (PA)** **Deadline to Submit PA: April 12, 2019**

Project Sponsor

1. Contact information

Local Government/Project Sponsor Name: _____

Contact Person: _____ Title: _____

Street Address: _____ City: _____

Zip Code: _____ Office Phone Number: _____ Email: _____

2. Identify population area (based on project location)

An eligible project sponsor may represent a specific population area within its jurisdictional boundaries. Example: a county project is located within the boundaries of a city, Census Designated Place, Village, or Unincorporated Area – select the smaller population area where the project is located. For population numbers, use the [2010 Decennial Census data](#).

Population size: _____ Location Name: _____

3. Is the project within the boundaries of a [Metropolitan Planning Organization \(MPO\)](#)? ☐ Yes ☐ No

If the project is within a MPO boundary, is the project within a Census Urbanized Area greater than 200,000, designated as a [Transportation Management Area](#)? ☐ Yes ☐ No

Project Information

4. Project name: _____

It is recommended to include the project location and facility type in the project name (examples: Main Street/US 79 Sidewalks, Delwood Elementary SRTS, and White Oak Bayou SUP); use logical abbreviations where appropriate to reduce the length of the project name, such as “SUP” for Shared Use Path and “SRTS” for Safe Routes to School.

5. Eligible project type

Projects may include multiple project types; select all types that apply. (See instructions for details.)

- | | |
|--|---|
| ☐ Bikeway improvements | ☐ Improvements for non-motorized transportation safety |
| ☐ Shared use paths | |
| ☐ Sidewalk improvements | |

6. Project location

- | | |
|---|---|
| ☐ On/along a TxDOT maintained roadway | ☐ On/along a non-TxDOT roadway |
| ☐ Not within the right-of-way of any roadway | |

Project location notes: Projects located entirely within school or park property that are for internal circulation only are not eligible for any funding programs in this Call for Projects. Safe Routes to School (SRTS) projects must be within a 2-mile radius of a kindergarten thru 8th grade public, charter, and/or private school.

7. Provide a Google map link: _____

See PA instructions for recommended tutorial links and minimum requirements.

8. Preliminary Scope of Work

Briefly describe the project. (See instructions for details.)

9. Funding opportunities by program

Select *all* funding opportunities the Project Sponsor may be interested in pursuing for this project.

Note: All eligible project types listed under item 5 of this application qualify for either TA or SRTS funding. If a project is not selected for SRTS, it may be considered for TA (See 2019 TA/SRTS Program Guide for funding details.)

Program	NONURBAN Population area of 5,000 or less (outside a TMA)	SMALL URBAN Population area between 5,001 and 200,000 (outside a TMA)	METROPOLITAN Urbanized Area with a population greater than 200,000
Safe Routes to School Program Funds available for bicycle/pedestrian infrastructure: • Within a 2-mile radius of a kindergarten through 8th grade public, private, or charter school • 100% federal funding for all phases of project development (see Program Guide) • No local match required (federal guidance) • Preference will be given to non-motorized infrastructure improvements that contribute to a continuous path that connects directly to an eligible school Refer to 43 TAC §25.500-25.505	☐	☐	☐
Transportation Alternatives Program Funds available for bicycle/pedestrian infrastructure: • State and/or federal funding may be available for project development (design plans and environmental documentation) with a minimum 20% local match (application must include a request for construction funding) *** • State and/or federal funding for construction activities with a minimum 20% local match required. Refer to 43 TAC §11.400-418	☐		
Conditional Project List for future FY 21 – FY 22 TA funding (Dependent on future federal funding authorization) • State and/or federal funding for project development (design plans and environmental documentation) in population areas of 50,000 or less may be available with a minimum 20% local match (application must include a request for construction funding) *** • State and/or federal funding for construction activities with a minimum 20% local match required.	☐	☐	

*** At the time of TxDOT's 2019 TA/SRTS Call for Projects opening, the availability of 80% state and/or federal funding for design and environmental documentation are unknown.

If the 80% state and/or federal funding for design and environmental documentation is not available, would the project sponsor have the ability to continue with project development? ☐ Yes ☐ No

10. If seeking Safe Routes to School funding, identify schools within a 2-mile radius of the proposed improvements:

11. Project costs

Provide a planning cost estimate for the total estimated cost for the following project activities:

Estimated cost to prepare construction plans, specifications, and estimates: _____

Estimated cost to prepare environmental documentation: _____

Estimated construction cost: _____

Attach a copy of the planning estimate. The breakdown of federal, state, and local percentages will be determined in Step 2 of the application process, if authorized to proceed.

12. Local match (TA only)

Identify source(s) of local matching funds: _____

Examples include: municipal budget, in-kind contributions, or donated funds from a third-party.

13. Project complexity

Is this project in a locally or regionally approved planning document?
(May include City/County/MPO, master/comprehensive, bicycle/pedestrian, capital improvement, or other transportation plans.) ☐ Yes ☐ No ☐ Unk

Will the project reduce automobile traffic capacity? ☐ Yes ☐ No ☐ Unk

Does the project cross a railroad (RR) or is the project within RR right-of-way? ☐ Yes ☐ No ☐ Unk

Will the project involve relocation of utilities? ☐ Yes ☐ No ☐ Unk

Will this project involve acquisition of right-of-way or require an easement (including railroad), access change, or relocation? ☐ Yes ☐ No ☐ Unk

Does the project use land purchased or improved with Land and Water Conservation Funds? ☐ Yes ☐ No ☐ Unk

Does the project use land in: (Check all appropriate boxes)

Publicly owned: ☐ Park(s), ☐ Recreation area(s), ☐ Wildlife/waterfowl refuge(s), OR ☐ Publicly/privately owned historical or archeological sites? ☐ Yes ☐ No ☐ Unk

Does the project occur within or around properties listed on the National Register of Historic Places? ☐ Yes ☐ No ☐ Unk

Is the project located within range and/or potential habitat of state or federally protected species? ☐ Yes ☐ No ☐ Unk

Is there a likely possibility of encountering hazardous materials? ☐ Yes ☐ No ☐ Unk

Does the project involve placement of fill in wetlands or waters of the U.S.? ☐ Yes ☐ No ☐ Unk

Is the project located in the Edwards Aquifer Recharge/Contributing Zone or Coastal Management Zone? ☐ Yes ☐ No ☐ Unk



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Population size: _____ Location Name: _____

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- | | |
|--|---|
| ☐ Bikeway improvements | ☐ Improvements for non-motorized transportation safety |
| ☐ Shared use paths | |
| ☐ Sidewalk improvements | |

6. Project location

- | | |
|---|---|
| ☐ On/along a TxDOT maintained roadway | ☐ On/along a non-TxDOT roadway |
| ☐ Not within the right-of-way of any roadway | |

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7. Provide a Google map link: _____

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Briefly describe the project. (See instructions for details.)

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*** At the time of TxDOT's 2019 TA/SRTS Call for Projects opening, the availability of 80% state and/or federal funding for design and environmental documentation are unknown.

If the 80% state and/or federal funding for design and environmental documentation is not available, would the project sponsor have the ability to continue with project development? ☐ Yes ☐ No

10. If seeking Safe Routes to School funding, identify schools within a 2-mile radius of the proposed improvements:

11. Project costs

Provide a planning cost estimate for the total estimated cost for the following project activities:

Estimated cost to prepare construction plans, specifications, and estimates: _____

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Attach a copy of the planning estimate. The breakdown of federal, state, and local percentages will be determined in Step 2 of the application process, if authorized to proceed.

12. Local match (TA only)

Identify source(s) of local matching funds: _____

Examples include: municipal budget, in-kind contributions, or donated funds from a third-party.

13. Project complexity

Is this project in a locally or regionally approved planning document?
(May include City/County/MPO, master/comprehensive, bicycle/pedestrian, capital improvement, or other transportation plans.) ☐ Yes ☐ No ☐ Unk

Will the project reduce automobile traffic capacity? ☐ Yes ☐ No ☐ Unk

Does the project cross a railroad (RR) or is the project within RR right-of-way? ☐ Yes ☐ No ☐ Unk

Will the project involve relocation of utilities? ☐ Yes ☐ No ☐ Unk

Will this project involve acquisition of right-of-way or require an easement (including railroad), access change, or relocation? ☐ Yes ☐ No ☐ Unk

Does the project use land purchased or improved with Land and Water Conservation Funds? ☐ Yes ☐ No ☐ Unk

Does the project use land in: (Check all appropriate boxes)

Publicly owned: ☐ Park(s), ☐ Recreation area(s), ☐ Wildlife/waterfowl refuge(s), OR ☐ Publicly/privately owned historical or archeological sites? ☐ Yes ☐ No ☐ Unk

Does the project occur within or around properties listed on the National Register of Historic Places? ☐ Yes ☐ No ☐ Unk

Is the project located within range and/or potential habitat of state or federally protected species? ☐ Yes ☐ No ☐ Unk

Is there a likely possibility of encountering hazardous materials? ☐ Yes ☐ No ☐ Unk

Does the project involve placement of fill in wetlands or waters of the U.S.? ☐ Yes ☐ No ☐ Unk

Is the project located in the Edwards Aquifer Recharge/Contributing Zone or Coastal Management Zone? ☐ Yes ☐ No ☐ Unk



AGENDA MEMORANDUM

DATE: March 11, 2019

TO: Town Council

FROM: Wendy Withers, Town Secretary

SUBJECT: Texas Gov. Code 551.071 Consultation with Attorney: Confidential legal advice regarding subdivision ordinance interpretation, enforcement and legal liability related to public improvements and residential development of Adkisson Ranch Subdivision.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

None

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY:



AGENDA MEMORANDUM

DATE: March 11, 2019
TO: Town Council
FROM: Wendy Withers, Town Secretary
SUBJECT: Tex. Gov Code 551.072: Deliberation Regarding Real Property; discuss the possibility of the purchase of additional land for municipal use.

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/SUPPORTING DOCUMENTATION:

None

REVIEWED BY: