



City of Granite Shoals
2221 N. Phillips Ranch Road
Granite Shoals, TX 78654
Phone (830) 598-2424 Fax (830) 598-6538
www.graniteshoals.org

**GRANITE SHOALS CITY COUNCIL
REGULAR CITY COUNCIL MEETING AGENDA
CITY HALL – COUNCIL CHAMBERS, 2ND FLOOR
2221 N. PHILLIPS RANCH ROAD
TUESDAY, MAY 24, 2016, 6:00 PM**

1. **Call meeting to order**

2. **Invocation**

3. **Pledge of Allegiance to the flag of the United States and to the Texas flag**

*Texas Flag: Honor the Texas flag; I pledge allegiance to thee,
Texas, one state under God, one and indivisible.*

4. **Public comment and announcements and Items of Interest** *p. 5-9*

At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called. Anyone wishing to speak under this agenda item must complete a Comment Card and submit to the City Secretary prior to addressing the Council.

- May 30, 2016 – Memorial Day – City Offices are closed.
- June 18, 2016 – Town Hall Meeting, Deer Management, Fire Hall 9 AM -11 AM
- June 28, 2016 – Granite Shoals Volunteer Appreciation Reception 5 PM – 6 PM
- June 30, 2016 – Open Meeting Law Training for Board and Committee Members 6:00 PM -7:30 PM
- June 30, 2016 – *Meet with Mayor* 7:30 PM – 8:30 PM

5. **Presentations, Reports and Recognitions** *p. 10*

OATH OF OFFICE FOR COUNCIL MEMBERS ELECTED MAY 7, 2016: Oath of Office for Mayor Pro Tem King, Council Member Dillard and Council Member Morren and award of Certificates of Election. (*City Secretary Elaine Simpson*)

- **Karen Marshall – Pedernales Electric Cooperative:** PEC upcoming elections.
- **Jim Barho – Vice Chair of Lower Colorado River Authority Water Planning Group** – to discuss water conservation.
- **Michael Brooks of BrooksCardiel, PLLC the City's independent auditor:** City of Granite Shoals Financial Year 2014-2015 Audit Report of City Budget.

6. Plat Reviews / Public Hearings p. 11

a.) Re-plat application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Kevin L. and Merrill Koyl, owners of property being lots 857-862 of the Kingswood section of Sherwood Shores II, commonly known as 1520 Kingsview Drive, to cure encroachments across lot and easement lines.

- 1) Hear applicant presentation.
- 2) Hear city staff and Planning and Zoning Commission recommendations, respectively.
- 3) Hold Public Hearing.
- 4) Discuss, consider and possibly take action on the application. p. 11-19

b.) Re-plat application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Olivia and Glen Scheible, owners of property being lots 107-110 of the Hillcrest section of the Sherwood Shores subdivision, situated on Lakecrest and Viewcrest Streets, respectively, to form one lot out of 4 lots to allow for construction across common lot lines.

- 1) Hear applicant presentation.
- 2) Hear city staff and Planning and Zoning Commission recommendations, respectively.
- 3) Hold Public Hearing.
- 4) Discuss, consider and possibly take action on the application. p. 20-28

7. Management Reports p. 29

a.) City Manager

- Training update – City Manager.
- Granite Shoals Ord. 220, Improvement Liens 1985. Status Update.
- Meeting with Gandolf Burrus & structural engineer May 26, 2016, related to park grant.
- Marble Falls ISD / City of Granite Shoals discussions related to soccer fields.
- Short-Term Rentals – Hotel Occupancy Tax update p. 30-31

b.) Assistant City Manager

- Update on Water Systems
- Update on Water Tower Lease
- Update on AMR Project
- Update on Paving Project

c.) City Secretary

- Human Resources Update

8. CONSENT AGENDA ITEMS p. 32

The items listed are considered to be routine and non-controversial by the City Council and will be approved by one motion, There will be no separate discussion of these items unless a Councilmember so

requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence of the regular agenda.

- a. Approve City Council Regular Meeting minutes from May 10, 2016 and City Council Special Canvass Meeting minutes from May 17, 2016. *p. 33-42*
- b. Approve Ordinance #693 to dissolve the '50th Anniversary Committee' with the thanks of City Council. *p. 43-48*
- c. Approve and accept the City of Granite Shoals Financial Year 2014-2015 Audit Report of City Budget, as presented by BrooksCardiel representatives. *p. 49-51*

9. **REGULAR AGENDA ITEMS**

- a. Discuss, consider and possibly take action to elect a new Mayor Pro Tem for the City Council. (City Secretary Simpson) *p. 52*
- b. Discuss, consider and possibly take action related to proposed Ord. 692, to make certain modifications to the city's Drought Contingency Plan. (Assistant City Manager Peggy Smith) *p. 53 - 69*
- c. Discuss, consider and possibly take action related to updating the status of the city's drought stage. (Mayor Carl Brugger) *p. 53-69*
- d. Discuss, consider and possibly take action related to the appointment of members to Boards and Committees. (City Secretary Simpson) *p. 69 - 72*

10. **Work Session:**

Discuss and consider preliminary ideas for Budget priorities for the 2016-2017 City Fiscal Year.

11. **Exec. Sessions:**

- a.) Executive session pursuant to sections 551.074 of the Texas Open Meetings Act (Personnel Matters): Discussion regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the following public employees: City Manager Ken Nickel and City Secretary Elaine Simpson. *p. 80*
- b.) Executive (Closed) meeting as authorized by Texas Government Code. Executive session pursuant to section 551.071 of the Texas Open Meetings Act (Consultation with Attorney) to seek and receive legal advice from the city's legal counsel relating to personnel matters. *p. 73 - 79*

Any action resulting from Executive Session.

12. **Written Reports:** *p. 81-89*
a. Code
b. Fire
c. Streets / Parks
d. Police

13. **Future Meetings and Agenda Items** *p. 90-94*
o Review Agenda Calendar
o Identification of future agenda items

14. **Adjournment**

CERTIFICATION

I certify that the foregoing agenda has been posted at Granite Shoals City Hall, 2221 N. Phillips Ranch Road, both on the indoor bulletin board and the six panel Park Information and City Notice Outdoor Bulletin Board cases which are accessible to the public at all times, and the city website at www.graniteshoals.org on Friday, May 20, 2016 on or before 6:00 p.m. and shall remain there continuously from such time until after this meeting is adjourned on Tuesday, May 24, 2016. City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 8 hours prior to this meeting. Please contact the City Secretary at (830) 598-2424 for further information.



Elaine Simpson
Elaine Simpson, TRMC/MMC, City Secretary

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), and/or 418.183 (homeland security).

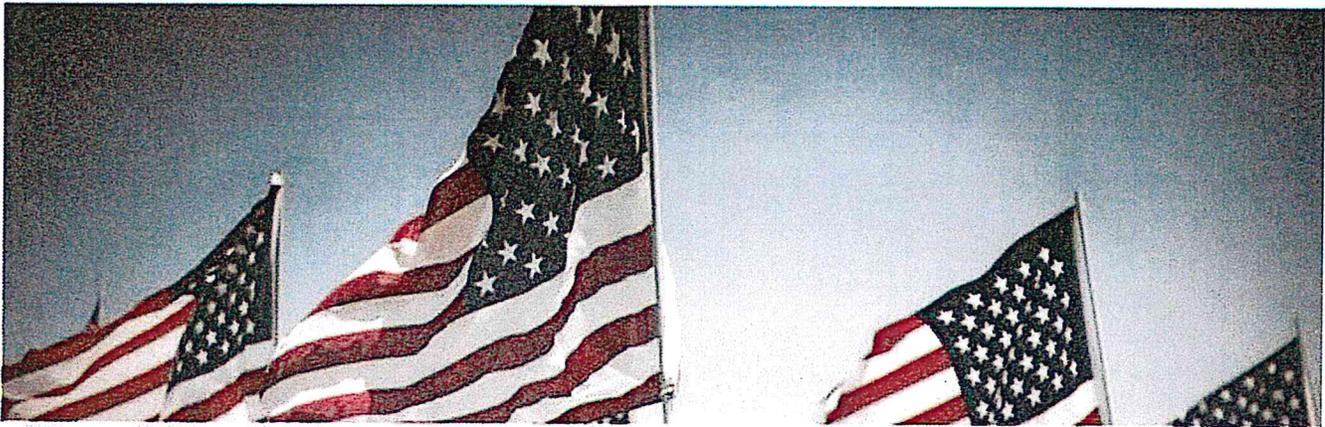
Joint Primary RUNOFF Tuesday, May 24, 2016

Election Day Polls open 7 am – 7 pm

Voting Precincts 1, 5, 7, 8 and 11	First Lutheran Church 133 Apollo Dr., Burnet, TX 78611
Voting Precinct 9	Highland Haven Community Center 118 Blackbird Dr., Highland Haven, TX 78654
Voting Precincts 2, 13, 14 and 17	Burnet County Courthouse 220 S. Pierce St., Burnet, TX 78611
Voting Precincts 6 and 20	Church of Christ 711 Broadway, Marble Falls, TX 78654
Voting Precincts 10 and 12	Bertram Library 170 N. Gabriel St., Bertram, TX 78605
Voting Precincts <u>3</u> and 19	County Courthouse South Annex 810 Steve Hawkins Pkwy., Marble Falls, TX 78654
Voting Precincts 15 and 16	Briggs Community Center 215 Loop 308, Briggs, TX 78608
Voting Precinct <u>18</u>	Granite Shoals Fire Station 8410 RR 1431 W, Granite Shoals, TX 78654
Voting Precinct 4	Spicewood Community Center 7901 CR 404, Spicewood, TX



The City of Granite Shoals
will be closed on
May 30, 2016 in
Observance of
Memorial Day



MEMORIAL DAY
CELEBRATE • HONOR • REMEMBER



City Volunteer Appreciation Reception

Tuesday, June 28, 2016
5:00 PM – 6:00 PM before Council meeting
Granite Shoals City Hall
2221 N. Phillips Ranch Road,
2nd Floor Council Chamber
Granite Shoals, TX 78654
RSVP 830-598-2424 x 303
Or citysecretary@graniteshoals.org

Cake and punch / light refreshments

Thank you for Everything You Do!



Incorporated 1966

Mayor Carl Brugger

Mayor Pro Tem Shirley King

Council Member Anita Hisey, Plc. 1

Council Member Eric Tanner, Plc. 3

Council Member Tom Dillard, Plc. 4

Council Member Todd Holland, Plc. 5

Council Member Mark Morren, Plc. 6

City Manager Ken Nickel

Assistant City Manager Peggy Smith



Open Meetings Law Training

Thursday, June 30, 2016

6:00 PM-7:30 PM

Granite Shoals City Hall, Council Chamber

2nd Floor, 2221 N. Phillips Ranch RD

Granite Shoals, TX 78654

Presented by City Attorney Brad Young

This class fulfills the legally required training for Council Members, Planning and Zoning Commissioners and other Committee and Board Members who serve on Granite Shoals Advisory Groups.

With questions, call City Secretary at 830-598-2424 x 303.

Meet with Mayor- Open House

Stay after for lemonade and Question and Answer session with

Mayor Carl Brugger (and city staff, as appropriate)

7:30 PM until 8:30 PM.

There may, or may not be, a quorum of the City Council, the Airport Advisory Committee, the Planning and Zoning Commission, the Board of Adjustments, the Parks Advisory Committee, the Streets and Water Advisory Group (SWAG), the Beautification Advisory Group (BAG), or the Wildlife Advisory Committee present for this training and/or the meet and greet which are being conducted for educational and informational purposes. No action will take place.



**City of Granite Shoals, Texas
City Council Regular Meeting
Agenda Item Cover Memo
May 24, 2016**

Agenda Item: Item 4 – Public Comment and Staff Announcements

AGENDA CAPTION

- At this time, any person with business before the Council not scheduled on the agenda may speak to the Council.
- No formal action can be taken on these items at this meeting.
- No discussion or deliberation can occur.
- Comments regarding specific items should occur when the item is called on the agenda.
- Anyone wishing to speak under this agenda item must complete a “Comment Card” and submit it to the City Secretary prior to addressing the Council.

Staff Announcements (announcements of community interest) :

The Texas Open Meetings Act effective September 1, 2009, provides that “a quorum of the city council may receive from municipal staff, and a member of the governing body may make, a report regarding items of community interest during a council meeting without having given notice of the subject of the report, provided no action is taken or discussed.”

The law provides that an “**item of community interest**” includes the following:

- expressions of thanks, congratulations, or condolence;
- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;
- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee; and,
- announcements involving imminent public health and safety threats to the city.

The Open Meetings Act does not allow Council to discuss an item concerning pending City Council business unless it is specifically, appropriately posted on the agenda.

Please see posting agenda for list of activities that are planned for promotion on meeting night. There may be additional items of community interest to be mentioned on meeting night, that are not officially scheduled as this agenda is going to print.



**City of Granite Shoals, Texas
City Council Meeting
Agenda Item Cover Memo
May 24, 2016**

Agenda Item: Item 5. Presentations and Recognitions
Prepared by: Elaine Simpson, City Secretary
Department: Administration
Submitted by: Elaine Simpson, City Secretary

BACKGROUND

5. Presentations, Recognitions and Reports

OATH OF OFFICE FOR COUNCIL MEMBERS ELECTED MAY 7, 2016: Oath of Office for Mayor Pro Tem King, Council Member Dillard and Council Member Morren and award of Certificates of Election. *(City Secretary Elaine Simpson)*

- **Karen Marshall – Pedernales Electric Cooperative:** PEC upcoming elections.
- **Jim Barho – Vice Chair of Lower Colorado River Authority Water Planning Group** – to discuss water conservation. This pertains to the items on the agenda for the Drought Management plan, items 9.b. and 9.c. Of course, Mr. Barho is also the Emergency Management Coordinator for Burnet County is is over the OFFICE OF EMERGENCY MANAGEMENT.
- **Michael Brooks of BrooksCardiel, PLLC the City’s independent auditor:** City of Granite Shoals Financial Year 2014-2015 Audit Report of City Budget.



City of Granite Shoals, Texas
City Council Reg Meeting
Agenda Item Cover Memo
Date: May 24, 2016

Agenda Item: 6. Plat applications / Public Hearings.

Prepared/Submitted By: City Secretary for Ken Nickel, City Manager
Department: Administration

BACKGROUND

6. Plat Reviews / Public Hearings

a.) Re-plat application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Kevin L. and Merrill Koyl, owners of property being lots 857-862 of the Kingswood section of Sherwood Shores II, commonly known as 1520 Kingsview Drive, to cure encroachments across lot and easement lines.

- 1) Hear applicant presentation.
- 2) Hear city staff and Planning and Zoning Commission recommendations, respectively.
- 3) Hold Public Hearing.
- 4) Discuss, consider and possibly take action on the application.

Planning and Zoning Commissioners held a Public Hearing on this application at their regular meeting of May 17, 2016. Chair Wilson called the Public Hearing to order at 6:51 PM and adjourned the Public Hearing at 6:52 PM. Mr. Sherman gave the applicants report. This is a request to combine six (6) lots. There are existing encroachments and buildings which were built across lot lines. This re-plat, if approved, will remove these interior lot lines and cure these. PEC has released the easements.

Commissioner Fletcher made a motion, and Commissioner Hardy seconded, to send a favorable recommendation to City Council regarding application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Kevin L. and Merrill Koyl, owners of property being lots 857-862 of the Kingswood section of Sherwood Shores II, commonly known as 1520 Kingsview Drive, to cure encroachments across lot and easement lines. Motion carried by unanimous 5-0 vote.



City of Granite Shoals

2221 N. Phillips Ranch Road
Granite Shoals, Texas 78654
(830) 598-2424 Fax: (830) 598-6538
www.graniteshoals.org

Ultim 6.a.)

PLAT / REPLAT APPLICATION

Date: _____

Please print all the following information – Please complete the entire application

Applicant's Name: Don Sherman Phone: (830) 693-3566
Email: sherman@nctv.com
Mailing Address: 310 Main Street, Marble Falls State: Tx Zip: 78654

Owner's Name: Kevin L. Koyl Phone: 598-6607
Email: kkoyl@koyl.com
Mailing Address: 1520 Kingsview Dr., Granite Shoals State: Tx Zip: 78654

Engineer: N/A Phone: _____
Email: _____
Mailing Address: _____ State: _____ Zip: _____

Surveyor: Don Sherman Phone: (830) 693-3566
Email: sherman@nctv.com
Mailing Address: 310 Main Street, Marble Falls State: Tx Zip: 78654

Legal Description of Property: Lots: 857-862 Block: Kingswood Subdivision: Sherwood Shores II
Zoning on Property: R-1 Single Family Residential
Purpose of Plat/Replat Application: To cure encroachments across lot and easement lines.

The following must be submitted with this application:

1. Tax Certificate showing legal owner
2. Survey: Eight (8) copies of plat/replat area, 18"x24", One (1) copy at 11"x17", and One (1) copy at 8 1/2"x11" sealed by a licensed surveyor

A copy of all application materials for a minor plat shall be submitted to the City Planner for review in the same manner as a final plat, or the application shall be deemed incomplete.

3. Title and label; the plat shall be entitled and clearly state that it is a "plat" or "replat"
4. Applicant's presentation to the Planning and Zoning Commission and City Council
5. Application Fee of \$150.00 Payable to The City of Granite Shoals

Owner Statement (if applicant is not the owner)

I HEREBY CERTIFY THAT THE APPLICANT LISTED ABOVE IS AN AUTHORIZED AGENT FOR ME IN MATTERS PERTAINING TO FILING THIS VOLUNTARY ANNEXATION APPLICATION.

[Signature]
Owner Signature

[Signature]
Applicant Signature

3/17/16
Date

RELEASE OF EASEMENT

STATE OF TEXAS ∞
 ∞
COUNTY OF BURNET ∞

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the previous owners of the lots in Sherwood Shores II, Kingswood Section, a subdivision in Burnet County, Texas according to the map or plat thereof, heretofore granted utility easements to Pedernales Electric Cooperative, Inc., a corporation for public utility purposes covering property situated within Sherwood Shores II, Kingswood Section, said utility easements being recorded in Volume 1, Page 172 in the Plat Records of Burnet County, Texas; and,

WHEREAS, said utility easements referred to hereinabove include and are comprised of all lots within Sherwood Shores II, Kingswood Section, in Burnet County, Texas; and,

WHEREAS, Kevin Lyle Koyl and Merrill Marcilene Koyl as current owners of Lots 857 through 862, desire that the five foot (5') utility easement along each side of the common property lines between Lots 857 and 858, Lots 858 and 859, Lots 859 and 860, Lots 860 and 861, and Lots 861 and 862, Sherwood Shores II, Kingswood Section, Burnet County, Texas be abandoned and released in order to become Lot 860-A; and,

WHEREAS, Pedernales Electric Cooperative, Inc. provides electric service to the aforementioned area and will continue to have an adequate easement to said property through the remaining utility easements as granted above;

NOW, THEREFORE, be it known that Pedernales Electric Cooperative, Inc., a corporation whose post office address is Johnson City, Texas, for and in consideration of One Dollar (\$1.00), does hereby release the five foot (5') utility easement along each side of the common property lines between Lots 857 and 858, Lots 858 and 859, Lots 859 and 860, Lots 860 and 861, and Lots 861 and 862, Sherwood Shores II, Kingswood Section, Burnet County, Texas, and referred to hereinabove.

EXECUTED: March 16, 2016

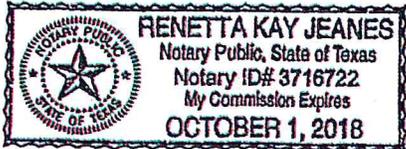
PEDERNALES ELECTRIC COOPERATIVE, INC.

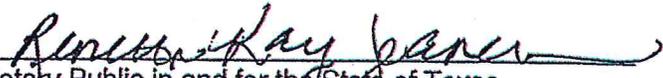
BY: 
Nathan Burns
Director, District Operations

THE STATE OF TEXAS ∞
 ∞
COUNTY OF BURNET ∞

BEFORE ME, the undersigned authority, on this day personally appeared Nathan Burns, Director of District Operations of Pedernales Electric Cooperative, Inc., a corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated and as the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE March 16, 2016.




Notary Public in and for the State of Texas

TAX CERTIFICATE

Issued By:

BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information

Property ID: 25505 Geo ID: 05720-0000-00857-000
Legal Acres: 0.0000
Legal Desc: S5720 KINGSWOOD (SHERWOOD SHORES) LOT 857
& 858
Situs: KINGSVIEW DRIVE TX
DBA:
Exemptions:

Owner ID: 18066 100.00%
KOYL KEVIN L ETUX MERRILL
1520 KINGSVIEW DR
GRANITE SHLS, TX 78654-1544

For Entities

**WATER CONSERV DIST OF CENT
*BURNET COUNTY
*CITY OF GRANITE SHOALS
*CO SPECIAL, ROAD & BRIDGE
*MARBLE FALLS ISD

Value Information

Improvement HS: 0
Improvement NHS: 4,728
Land HS: 0
Land NHS: 4,000
Productivity Market: 0
Productivity Use: 0
Assessed Value 8,728

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:			0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/26/2016	TAX CERTIFICATE	10.00
	Total Fees Due:	10.00
Effective Date: 02/26/2016	Total Due if paid by: 02/29/2016	10.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	45.45
*BURNET COUNTY	31.43
*CO SPECIAL, ROAD & BRIDGE	3.70
*MARBLE FALLS ISD	111.72
**WATER CONSERV DIST OF CENT	0.79

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].

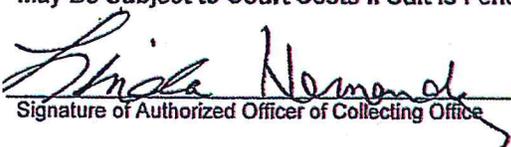
Pursuant to Tax Code Section 31.08, if a person transfers property accompanied by a tax certificate that erroneously indicates that no delinquent taxes, penalties or interest are due a taxing unit on the property or that fails to include property because of its omission from an appraisal roll, the unit's tax lien on the property is extinguished and the purchaser of the property is absolved of liability to the unit for delinquent taxes, penalties or interest on the property or for taxes based on omitted property. The person who was liable for the tax for the year the tax was imposed or the property was omitted remains personally liable for the tax and for any penalties or interest.

A tax certificate issued through fraud or collusion is void.

This certificate does not clear abuse of granted exemptions as defined in Section 11.43 Paragraph(1) of the Texas Property Tax Code.

May Be Subject to Court Costs if Suit is Pending

Date of Issue: 02/26/2016
Requested By: DON SHERMAN
Fee Amount: 10.00
Reference #:


Signature of Authorized Officer of Collecting Office

TAX CERTIFICATE

Issued By:

BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information

Property ID: 25507 Geo ID: 05720-0000-00860-000
Legal Acres: 0.0000
Legal Desc: S5720 KINGSWOOD (SHERWOOD SHORES) LOT
859,860 S# TXFLW86A00578LS11/TXFLW86B00578LS11
Situs: 1520 KINGVIEW DRIVE ,
DBA:
Exemptions: HS

Owner ID: 18066 100.00%
KOYL KEVIN L ETUX MERRILL
1520 KINGVIEW DR
GRANITE SHLS, TX 78654-1544

For Entities

**WATER CONSERV DIST OF CENT
*BURNET COUNTY
*CITY OF GRANITE SHOALS
*CO SPECIAL, ROAD & BRIDGE
*MARBLE FALLS ISD

Value Information

Improvement HS: 41,004
Improvement NHS: 0
Land HS: 2,000
Land NHS: 2,000
Productivity Market: 0
Productivity Use: 0
Assessed Value 45,004

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:			0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/26/2016	TAX CERTIFICATE	5.00
Total Fees Due:		5.00
Effective Date: 02/26/2016		Total Due if paid by: 02/29/2016
		5.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	208.30
*BURNET COUNTY	162.06
*CO SPECIAL, ROAD & BRIDGE	17.81
*MARBLE FALLS ISD	256.05
**WATER CONSERV DIST OF CENT	4.10

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].

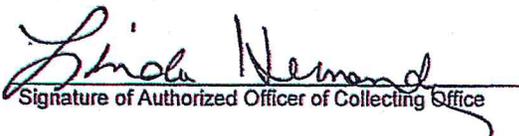
Pursuant to Tax Code Section 31.08, if a person transfers property accompanied by a tax certificate that erroneously indicates that no delinquent taxes, penalties or interest are due a taxing unit on the property or that fails to include property because of its omission from an appraisal roll, the unit's tax lien on the property is extinguished and the purchaser of the property is absolved of liability to the unit for delinquent taxes, penalties or interest on the property or for taxes based on omitted property. The person who was liable for the tax for the year the tax was imposed or the property was omitted remains personally liable for the tax and for any penalties or interest.

A tax certificate issued through fraud or collusion is void.

This certificate does not clear abuse of granted exemptions as defined in Section 11.43 Paragraph(1) of the Texas Property Tax Code.

May Be Subject to Court Costs if Suit is Pending

Date of Issue: 02/26/2016
Requested By: DON SHERMAN
Fee Amount: 5.00
Reference #:


Signature of Authorized Officer of Collecting Office

TAX CERTIFICATE

Issued By:

BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information

Property ID: 25508 Geo ID: 05720-0000-00861-000
Legal Acres: 0.0000
Legal Desc: S5720 KINGSWOOD (SHERWOOD SHORES) LOT 861
Situs: KINGSVIEW DRIVE
DBA:
Exemptions:

Owner ID: 18066 100.00%
KOYL KEVIN L ETUX MERRILL
1520 KINGSVIEW DR
GRANITE SHLS, TX 78654-1544

For Entities

**WATER CONSERV DIST OF CENT
*BURNET COUNTY
*CITY OF GRANITE SHOALS
*CO SPECIAL, ROAD & BRIDGE
*MARBLE FALLS ISD

Value Information

Improvement HS: 0
Improvement NHS: 0
Land HS: 0
Land NHS: 2,000
Productivity Market: 0
Productivity Use: 0
Assessed Value 2,000

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:			0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/26/2016	TAX CERTIFICATE	5.00
Total Fees Due:		5.00

Effective Date: 02/26/2016

Total Due if paid by: 02/29/2016

5.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	10.41
*BURNET COUNTY	7.20
*CO SPECIAL, ROAD & BRIDGE	0.85
*MARBLE FALLS ISD	25.60
**WATER CONSERV DIST OF CENT	0.18

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].

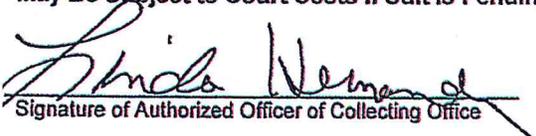
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A tax certificate issued through fraud or collusion is void.

This certificate does not clear abuse of granted exemptions as defined in Section 11.43 Paragraph(1) of the Texas Property Tax Code.

May Be Subject to Court Costs if Suit is Pending

Date of Issue: 02/26/2016
Requested By: DON SHERMAN
Fee Amount: 5.00
Reference #:


Signature of Authorized Officer of Collecting Office

Through Tax Year
2015

TAX CERTIFICATE

Certificate #
903487425

Issued By:

BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information

Property ID: 25509 Geo ID: 05720-0000-00862-000
Legal Acres: 0.0000
Legal Desc: S5720 KINGSWOOD (SHERWOOD SHORES) LOT 862
Situs: KINGSVIEW
DBA:
Exemptions:

Owner ID: 18066 100.00%
KOYL KEVIN L ETUX MERRILL
1520 KINGSVIEW DR
GRANITE SHLS, TX 78654-1544

For Entities:

Value Information

**WATER CONSERV DIST OF CENT	Improvement HS:	0
*BURNET COUNTY	Improvement NHS:	0
*CITY OF GRANITE SHOALS	Land HS:	0
*CO SPECIAL, ROAD & BRIDGE	Land NHS:	1,500
*MARBLE FALLS ISD	Productivity Market:	0
	Productivity Use:	0
	Assessed Value	1,500

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:			0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/26/2016	TAX CERTIFICATE	5.00
Total Fees Due:		5.00
Effective Date: 02/26/2016		Total Due if paid by: 02/29/2016
		5.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	7.81
*BURNET COUNTY	5.40
*CO SPECIAL, ROAD & BRIDGE	0.64
*MARBLE FALLS ISD	19.20
**WATER CONSERV DIST OF CENT	0.14

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].

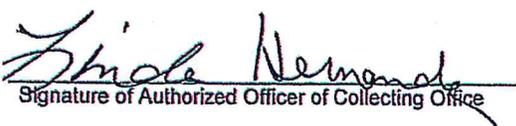
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May Be Subject to Court Costs if Suit is Pending

Date of Issue: 02/26/2016
Requested By: DON SHERMAN
Fee Amount: 5.00
Reference #:


Signature of Authorized Officer of Collecting Office



**City of Granite Shoals, Texas
City Council Reg Meeting
Agenda Item Cover Memo
Date: May 24, 2016**

Agenda Item: 6. Plat applications / Public Hearings.

Prepared/Submitted By: City Secretary for Ken Nickel, City Manager
Department: Administration

BACKGROUND

6. Plat Reviews / Public Hearings

b.) Re-plat application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Olivia and Glen Scheible, owners of property being lots 107-110 of the Hillcrest section of the Sherwood Shores subdivision, situated on Lakecrest and Viewcrest Streets, respectively, to form one lot out of 4 lots to allow for construction across common lot lines.

- 1) Hear applicant presentation.
- 2) Hear city staff and Planning and Zoning Commission recommendations, respectively.
- 3) Hold Public Hearing.
- 4) Discuss, consider and possibly take action on the application.

Planning and Zoning Commissioners held a Public Hearing on this application at their regular meeting of May 17, 2016. Chair Wilson called the Public Hearing to order at 6:53 PM and adjourned the Public Hearing at 6:55 PM. Mr. Sherman gave the applicants report. This is a request for four lots to be combined, which would normally fall within the scope of Ken Nickel's signature authority, however this request is not a request to remove all easements. There is a request to combine the four lots into one lot, and keep a water line easement that dissects the proposed lot. The applicant wishes to build on the 'rear part' of the combined lot. This will not interfere with the existing water line easement. PEC has released the applicable easements.

Commissioner Scott made a motion, and Commissioner Williams seconded, to send a favorable recommendation to City Council regarding application of Don Sherman, surveyor with Willis-Sherman Assoc., Inc., on behalf of Olivia and Glen Scheible, owners of property being lots 107-110 of the Hillcrest section of the Sherwood Shores subdivision, situated on Lakecrest and Viewcrest Streets, respectively, to form one lot out of 4 lots to allow for construction across common lot lines. Motion carried by unanimous 5-0 vote.



City of Granite Shoals

2221 N. Phillips Ranch Road
Granite Shoals, Texas 78654
(830) 598-2424 Fax: (830) 598-6538
www.graniteshoals.org

Utam 6. b.)

PLAT / REPLAT APPLICATION

Date: 2/08/2016

Please print all the following information – Please complete the entire application

Applicant's Name: Don Sherman Phone: (830) 693-3566
Email: sherman@nctv.com
Mailing Address: 310 Main Street, Marble Falls State: Tx Zip: 78654

Owner's Name: Olivia Scheible Phone: (830) 839-4465
Email: libbeyscheible@gmail.com
Mailing Address: 8340 Rauder Rd, Muldoon State: Tx Zip: 78949

Engineer: N/A Phone: _____
Email: _____
Mailing Address: _____ State: _____ Zip: _____

Surveyor: Don Sherman Phone: (830) 693-3566
Email: sherman@nctv.com
Mailing Address: 310 Main Street, Marble Falls State: Tx Zip: 78654

Legal Description of Property: Lots: 107-110 Block: Hillcrest Subdivision: Sherwood Shores
Zoning on Property: R-1 Single Family Residential
Purpose of Plat/Replat Application: To form one lot out of 4 lots to allow for
construction across common lot lines.

The following must be submitted with this application:

1. Tax Certificate showing legal owner
2. Survey: Eight (8) copies of plat/replat area, 18"x24", One (1) copy at 11"x17", and One (1) copy at 8 1/2"x11" sealed by a licensed surveyor

A copy of all application materials for a minor plat shall be submitted to the City Planner for review in the same manner as a final plat, or the application shall be deemed incomplete.

3. Title and label; the plat shall be entitled and clearly state that it is a "plat" or "replat"
4. Applicant's presentation to the Planning and Zoning Commission and City Council
5. Application Fee of \$150.00 Payable to The City of Granite Shoals

Owner Statement (if applicant is not the owner)

I HEREBY CERTIFY THAT THE APPLICANT LISTED ABOVE IS AN AUTHORIZED AGENT FOR ME IN MATTERS PERTAINING TO FILING THIS VOLUNTARY ANNEXATION APPLICATION.

Olivia Scheible
Owner Signature

[Signature]
Applicant Signature

3/10/16
Date

City of Granite Shoals
 2221 N. Phillips Ranch Rd.
 Granite Shoals, TX 78654
 830-598-2424 (ofc.) 830-598-6538 (fax)
www.graniteshoals.org

Date: 03/16/2016
 Surveyor: Willis-Sherman Associates

Owners Name: Olivia Scheible
 Physical Address: 1907 Lakecrest Dr.
 Re-Plat Type: Minor

Replat Check List	Yes	Comment(s)
Complete Application		
Review Application	X	
Verify Ownership	X	
Verify water line placement	✓	<i>Block 2-1-14 Wtr Line rear of lot</i>
Verify purpose for re-plat recommendation	X	
Review Surveyor replat areas for Accuracy		
Physical Address	X	
Verify Platting Lot Numbers	X	
PEC Easement Release(s)	X	
Prepare Packet for City Manager	X	
Replat Signed Off by		
Owner	X	
Surveyor	X	
City Manager		
Copy of Recorded Plat Returned to City by Surveyor		

Notes:
 Combine lots 107, 108, 109 and 110 with the understanding that a utility easement will have to remain where the original rear lot line existed before the replat. ✓ *Block*

RELEASE OF EASEMENT

STATE OF TEXAS

∞

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF BURNET

∞

∞

WHEREAS, the previous owners/developers of all lots in Sherwood Shores Subdivision, Hillcrest Section, a subdivision in Burnet County, Texas according to the map or plat thereof, heretofore granted utility easements to Pedernales Electric Cooperative, Inc., a corporation for public utility purposes covering property situated within Sherwood Shores Subdivision, Hillcrest Section, said utility easements being recorded in Volume 1, Page 122 in the Plat Records of Burnet County, Texas; and,

WHEREAS, said utility easements referred to hereinabove include and are comprised of all lots within Sherwood Shores Subdivision, Hillcrest Section, in Burnet County, Texas; and,

WHEREAS, Glen and Olivia Scheible as current owners of Lots 107, 108, 109, and 110 desires that the five foot (5') utility easements along each side of the common property lines between Lots 107 and 108, Lots 108 and 109, Lots 109 and 110, and Lots 110 and 107, Sherwood Shores Subdivision, Hillcrest Section, Burnet County, Texas be abandoned and released in order to be replatted into Lot 107-A; and,

WHEREAS, Pedernales Electric Cooperative, Inc. provides electric service to the aforementioned area and will continue to have an adequate easement to said property through the remaining utility easements as granted above;

NOW, THEREFORE, be it known that Pedernales Electric Cooperative, Inc., a corporation whose post office address is Johnson City, Texas, for and in consideration of One Dollar (\$1.00), does hereby release the five foot (5') utility easements along each side of the common property lines between Lots 107 and 108, Lots 108 and 109, Lots 109 and 110, and Lots 110 and 107, Sherwood Shores Subdivision, Hillcrest Section, Burnet County, Texas, and referred to hereinabove.

EXECUTED: February 26, 2016

PEDERNALES ELECTRIC COOPERATIVE, INC.

BY:


Nathan Burns
Director, District Operations

THE STATE OF TEXAS

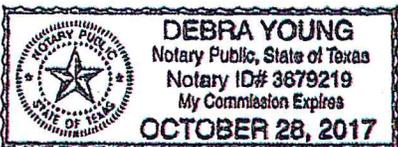
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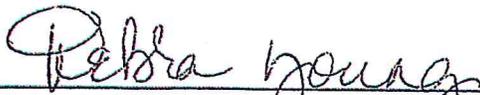
COUNTY OF BURNET

∞

BEFORE ME, the undersigned authority, on this day personally appeared Nathan Burns, Director, District Operations of Pedernales Electric Cooperative, Inc., a corporation, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated and as the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE February 26, 2016.




Notary Public in and for the State of Texas

TAX CERTIFICATE

Issued By:

BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information

Property ID: 19890 Geo ID: 05214-0000-00107-000
Legal Acres: 0.0000
Legal Desc: S5214 HILLCREST (SHERWOOD SHORES) LOT 107
Situation: LAKECREST DR
DBA:
Exemptions:

Owner ID: 198054 100.00%
SCHEIBLE GLEN & OLIVIA
3340 RAUDER RD
MULDOON, TX 78949

For Entities

**WATER CONSERV DIST OF CENT
*BURNET COUNTY
*CITY OF GRANITE SHOALS
*CO SPECIAL, ROAD & BRIDGE
*MARBLE FALLS ISD

Value Information

Improvement HS: 0
Improvement NHS: 0
Land HS: 0
Land NHS: 2,250
Productivity Market: 0
Productivity Use: 0
Assessed Value 2,250

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:		0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/02/2016	TAX CERTIFICATE	10.00
Total Fees Due:		10.00
Effective Date: 02/02/2016		Total Due if paid by: 02/29/2016
		10.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	11.72
*BURNET COUNTY	8.10
*CO SPECIAL, ROAD & BRIDGE	0.95
*MARBLE FALLS ISD	28.80
**WATER CONSERV DIST OF CENT	0.20

If applicable, the above-described property has/is receiving special appraisal based on its use, and additional rollback taxes may become due based on the provisions of the special appraisal (Comptroller Rule 9.3040) or property omitted from the appraisal roll as described under Tax Code Section 25.21 is not included in this certificate [Tax Code Section 31.08(b)].

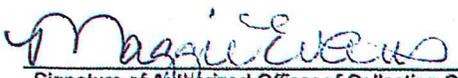
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A tax certificate issued through fraud or collusion is void.

This certificate does not clear abuse of granted exemptions as defined in Section 11.43 Paragraph(1) of the Texas Property Tax Code.

May Be Subject to Court Costs if Suit is Pending

Date of Issue: 02/02/2016
Requested By: DON SHERMAN
Fee Amount: 10.00
Reference #:


Signature of Authorized Officer of Collecting Office

TAX CERTIFICATE

Issued By:
BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information
Property ID: 19891 Geo ID: 05214-0000-00108-000
Legal Acres: 0.0000
Legal Desc: S5214 HILLCREST (SHERWOOD SHORES) LOT 108
Situs: LAKECREST DR
DBA:
Exemptions:

Owner ID: 198054 100.00%
SCHEIBLE GLEN & OLIVIA
3340 RAUDER RD
MULDOON, TX 78949

For Entities	Value Information	
**WATER CONSERV DIST OF CENT	Improvement HS:	0
*BURNET COUNTY	Improvement NHS:	0
*CITY OF GRANITE SHOALS	Land HS:	0
*CO SPECIAL, ROAD & BRIDGE	Land NHS:	2,250
*MARBLE FALLS ISD	Productivity Market:	0
	Productivity Use:	0
	Assessed Value	2,250

Current/Delinquent Taxes

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Year Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:		0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/02/2016	TAX CERTIFICATE	5.00
	Total Fees Due:	5.00
Effective Date: 02/02/2016	Total Due if paid by: 02/29/2016	5.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	11.72
*BURNET COUNTY	8.10
*CO SPECIAL, ROAD & BRIDGE	0.95
*MARBLE FALLS ISD	28.80
**WATER CONSERV DIST OF CENT	0.20

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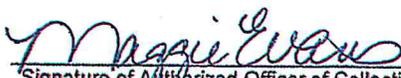
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Date of Issue: 02/02/2016
Requested By: DON SHERMAN
Fee Amount: 5.00
Reference #:


Signature of Authorized Officer of Collecting Office

TAX CERTIFICATE

Issued By:

BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information

Property ID: 19892 Geo ID: 05214-0000-00109-000
Legal Acres: 0.0000
Legal Desc: S5214 HILLCREST (SHERWOOD SHORES) LOT 109
Situe: .VIEWCREST DR
DBA:
Exemptions:

Owner ID: 198054 100.00%
SCHEIBLE GLEN & OLIVIA
3340 RAUDER RD
MULDOON, TX 78949

For Entities

**WATER CONSERV DIST OF CENT
*BURNET COUNTY
*CITY OF GRANITE SHOALS
*CO SPECIAL, ROAD & BRIDGE
*MARBLE FALLS ISD

Value Information

Improvement HS:	0
Improvement NHS:	0
Land HS:	0
Land NHS:	2,250
Productivity Market:	0
Productivity Use:	0
Assessed Value	2,250

Current/Delinquent Taxes

This is to certify that, after a careful check of the tax records of this office, the following delinquent taxes, penalties, interest and any known costs and expenses as provided by Tax Code §33.48, are due on the described property for the following taxing unit(s):

Year Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:		0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/02/2016	TAX CERTIFICATE	5.00
	Total Fees Due:	5.00
Effective Date: 02/02/2016	Total Due if paid by: 02/29/2016	5.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	11.72
*BURNET COUNTY	8.10
*CO SPECIAL, ROAD & BRIDGE	0.95
*MARBLE FALLS ISD	28.80
**WATER CONSERV DIST OF CENT	0.20

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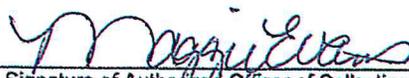
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May Be Subject to Court Costs if Suit is Pending

Date of Issue: 02/02/2016
Requested By: DON SHERMAN
Fee Amount: 5.00
Reference #:


Signature of Authorized Officer of Collecting Office

Through Tax Year
2015

TAX CERTIFICATE

Certificate #
903487100

Issued By:

BURNET CENTRAL APPRAISAL DIST
223 S PIERCE
P O BOX 908
BURNET, TX 78611

Property Information

Property ID: 19893 Geo ID: 05214-0000-00110-000
Legal Acres: 0.0000
Legal Desc: S5214 HILLCREST (SHERWOOD SHORES) LOT 110
Situs: VIEWCREST DR
DBA:
Exemptions:

Owner ID: 198054 100.00%
SCHEIBLE GLEN & OLIVIA
3340 RAUDER RD
MULDOON, TX 78949

For Entities

**WATER CONSERV DIST OF CENT
*BURNET COUNTY
*CITY OF GRANITE SHOALS
*CO SPECIAL, ROAD & BRIDGE
*MARBLE FALLS ISD

Value Information

Improvement HS: 0
Improvement NHS: 0
Land HS: 0
Land NHS: 2,250
Productivity Market: 0
Productivity Use: 0
Assessed Value 2,250

Current/Delinquent Taxes

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Year	Entity	Taxable	Tax Due	Disc./P&I	Attorney Fee	Total Due
Totals:			0.00	0.00	0.00	0.00

Outstanding Litigation Fees

Fee Date	Fee Description	Amount Due
02/02/2016	TAX CERTIFICATE	5.00
	Total Fees Due:	5.00

Effective Date: 02/02/2016 Total Due if paid by: 02/29/2016 5.00

Tax Certificate Issued for:	Taxes Paid in 2015
*CITY OF GRANITE SHOALS	11.72
*BURNET COUNTY	8.10
*CO SPECIAL, ROAD & BRIDGE	0.95
*MARBLE FALLS ISD	28.80
**WATER CONSERV DIST OF CENT	0.20

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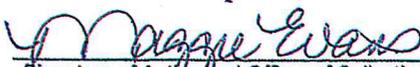
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May Be Subject to Court Costs if Suit is Pending

Date of Issue: 02/02/2016
Requested By: DON SHERMAN
Fee Amount: 5.00
Reference #:


Signature of Authorized Officer of Collecting Office



**City of Granite Shoals, Texas
City Council Meeting
Agenda Item Cover Memo
May 24, 2016**

Agenda Item: 7. Management Reports
Prepared By: City Secretary
Department: Administration
Submitted By: City Secretary

AGENDA CAPTION

7. Management Reports

a.) City Manager

- Training update – City Manager.
- Granite Shoals Ord. 220, Improvement Liens 1985. Status Update.
- Meeting with Gandolf Burrus & structural engineer May 26, 2016, related to ^{Park} grant.
- Marble Falls ISD / City of Granite Shoals discussions related to soccer fields.
- Short-Term Rentals – Hotel Occupancy Tax update

b.) Assistant City Manager

- Update on Water Systems
- Update on Water Tower Lease
- Update on AMR Project
- Update on Paving Project

c.) City Secretary

- Human Resources Update

Sec. 40-26. - Vacation home rental use.

- (a) *Zoning districts allowed.* Vacation home rentals are allowed in the R-2 district only, except as provided by subsection (b) of this section.
- (b) *Existing vacation home rentals.* A vacation home rental that is located in a zoning district that does not permit vacation home rental uses and that was in existence as of the date of this ordinance may continue, provided that it satisfies the following requirements:
- (1) *Registration.* The property owner (or their authorized agent) shall register the vacation home rental with the city within 30 days of the effective date of the ordinance from which this section is derived. Registration shall require full disclosure of the complete ownership of the property. Requirements for registration are as follows: (MARCH 2017)
 - a. The applicant shall prove that the vacation home rental use was established prior to the effective date of the ordinance from which this section is derived, and that the use has been continuously maintained during that time by presenting proof of reporting/payment to the city of the hotel occupancy tax (HOT) filed in 2011.
 - b. There shall be an annual re-registration that will establish the continuous proof of reporting/payment of the city hotel occupancy tax for the prior year. A \$150.00 annual application fee is required at the time of the filing of a registration form and at each renewal.
 - c. Address, legal description, and number of bedrooms of the property being used as a vacation home rental.
 - d. Any additional information that may be requested by the city necessary to make an informed decision regarding the application.
 - e. Contact information. Name, address and phone number of the homeowner and any management company authorized to by the owner commissioned to maintain this property.
 - (2) *Burden of proof.* The burden of establishing that a vacation home rental use was in existence prior to the effective date of the ordinance from which this section is derived rests entirely upon the person claiming such status.
 - (3) *Denial of registration.* The city may deny registration if it appears that the documents submitted by the owner or authorized agent are incomplete, not valid, or that the documents produced do not show the existence of the vacation home rental use in accordance with of this section. The city may also deny registration based on valid nuisance complaints filed with the city.
 - (4) *Revocation.* The city will, in writing, suspend or revoke a registration issued under the provisions of this section, whenever the registration is issued in error, or on the basis of incorrect information supplied, or when it is determined that the building or structure, or portion thereof is in violation of any ordinance of the city or applicable regulations.
 - (5) *Signage.* No signage is allowed, other than the premises address.
 - (6) *Transferability.* Registration of a vacation home rental does not transfer from one property owner to another.
 - (7) *Abandonment and termination of a vacation home use.*
 - a. A vacation home use is deemed abandoned and the right to operate the existing use shall terminate immediately if any of the following occur:
 1. The hotel occupancy tax (HOT) has not been reported for two consecutive reporting periods of 90 days each.
 - 2.

Discontinuance or abandonment shall be conclusively deemed to have occurred irrespective of the intent of the property owner if any portion of the structure in which the existing use is located is dilapidated, substandard, or is not maintained in a suitable condition for occupancy during a continuous period of 120 days, unless a building permit is obtained.

- b. A property owner may not resume an abandoned or otherwise terminated existing vacation home use.
- c. Destruction of existing vacation home use. The right to operate and maintain any existing use shall terminate and shall cease to exist whenever the structure or any portion of the structure in which the existing use is operated and maintained is damaged or destroyed by fire, the elements or other intentional acts of the owner, operator, or third party, if the destruction amounts to 60 percent or more of its fair market value as determined by the tax appraisal roll, not including the value of the land, on the date of such damage or destruction. If the owner of a existing use fails to begin reconstruction of the destroyed building, when permitted to do so by city ordinances within 120 days of the date of destruction, the existing use shall be deemed to be discontinued or abandoned, and shall no longer be authorized to continue.

(Ord. No. 409-E, § 3, 2-28-2012)



City of Granite Shoals, Texas
City Council Meeting
Agenda Item Cover Memo
May 24, 2016

Agenda Item: #8. Consent Agenda
Prepared By: City Secretary
Department: Administration
Submitted By: City Secretary

8. CONSENT AGENDA ITEMS

The items listed are considered to be routine and non-controversial by the City Council and will be approved by one motion, There will be no separate discussion of these items unless a Councilmember so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence of the regular agenda.

- a. Approve City Council Regular Meeting minutes from May 10, 2016 and City Council Special Canvass Meeting minutes from May 17, 2016.
 - b. Approve Ordinance #693 to dissolve the '50th Anniversary Committee' with the thanks of City Council.
 - c. Approve and accept the City of Granite Shoals Financial Year 2014-2015 Audit Report of City Budget, as presented by BrooksCardiel representatives.
- a. *(self-explanatory)*
 - b. *The members of the 50th Anniversary Committee respectfully requested that their committee be dissolved since 50th Year Bash event is over.*
 - c.) *City Council will be able to ask questions related to the audit during the presentation.*



City Of Granite Shoals
2221 N. Phillips Ranch Road
Granite Shoals, TX 78654
Phone (830) 598-2424 fax (830) 598-6538
www.graniteshoals.org

MEETING MINUTES
CITY OF GRANITE SHOALS, TX
REGULAR CALLED CITY COUNCIL MEETING
TUESDAY, MAY 10, 2016
6:00 PM

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied.

1. Mayor Brugger called the regular meeting of the City Council of the City Of Granite Shoals to order at 6:00 pm, Granite Shoals City Hall, Council Chamber, 2221 N. Phillips Ranch Road, Granite Shoals, Texas.

Present:

Carl Brugger, Mayor
Shirley King, Mayor Pro Tem
Anita Hisey, Council Member, Plc. 1
Eric Tanner, Council Member, Plc. 3
Tom Dillard, Council Member, Plc. 4
Todd Holland, Council Member, Plc. 5

Absent:

Mark Morren, Council Member, Plc 6

City Staff Present:

Ken Nickel, City Manager
Peggy Smith, Assistant City Manager
Brad Young, City Attorney
Elaine Simpson, City Secretary
Chief Gary Boshears, Police Department
Wendy Gholson, Finance Director
Frank Reilly, Municipal Court Judge

2. Jackie English of Christ Redeemer Church and the Granite Shoals Faith Alliance gave the invocation.

3. Pledge to the US and the Texas State Flags, respectively.

4. Public comment and announcements and Items of Interest

At this time, any person with business before the Council not scheduled on the agenda may speak to the Council. No formal action can be taken on these items at this meeting. No discussion or deliberation can occur. Comments regarding specific agenda items should occur when the item is called. Anyone wishing to speak under this agenda item must complete a Comment Card and submit to the City Secretary prior to addressing the Council.

- May 17, 2016 – Special City Council meeting to conduct Election Canvass, 6 PM downstairs conference room of City Hall.
- May 21, 2016 – Household Hazardous Waste Collection for Burnet County 9 AM-1PM – Marble Falls High School
- May 21, 2016 – *Hill Country Humane Society* (formerly: Christ-Yoder Animal Shelter) *Open House* – 11 AM to 4 PM
- May 30, 2016 – Memorial Day – City Offices are closed.
- June 18, 2016 – Town Hall Meeting, Deer Management, Fire Hall 9 AM -11 AM
- June 30, 2016 – Open Government Training for Board and Committee members. 6PM

Mr. BJ Henderson, 601 E. Briarway, Granite Shoals, TX: Stated that he owns this property on Briarway which he would like to begin renting out as Short Term Vacation Rental. He expressed his desire to receive a ‘waiver’ from the Ordinance that prohibits Short Term Vacation rentals in the City (which is codified in the City Code as Zoning Chapter 40. Section 40-26). Although the family has owned the property since before the passage of the No Short Term Rental Ordinance in 2012, they have not rented it for Vacation Rental. Mr. Henderson noted that he is aware the Short Term Rental prohibition issue was a ‘hot topic’, but he would like to be placed on a future agenda to have his property considered for ‘Grandfathering’.

5. Presentations, Reports and Recognitions

- Quarterly Report for Granite Shoals Municipal Court: *Judge Frank Reilly*

Judge Reilly provided the Quarterly Report for Jan. – Mar. 2016. He explained that the number of open cases in January at the beginning of the quarter was 1,075. There were a total of 119 new cases filed during this report period. The number of cases closed through court disposition this report period was 315. Total Open cases number is currently 879. There were 32 warrants issued during the report period and 40 were executed (served). The ‘Warrant Round Up’ cleared approximately 28 cases.

- Final Report from 50th Anniversary Committee: *Committee Chair Jackie English*

The Committee had a ‘Wrap-Up Meeting’ for debriefing and documentation on Thursday after the event. Overall, the event was very successful. It wasn’t perfect but the things that weren’t perfect have provided us with lessons learned which will serve as advice for the next Committee that attempts a major event. By the number of Fun Runners we had, the number of cars parked at the venue, the number of hot dogs eaten and some ‘un-official’ metrics, we believe the event

had between 800-1000 people on Saturday. On Sunday, there were more than 200 people for the City-Wide Worship Service.

The event had a \$10,000 budget. It exceeded the budget but until all invoices are processed we do not have an exact cost amount. The exact amount of the overage is not yet calculated, but we believe most stems from unexpected city staff overtime of about \$7,000. The Finance Director will prepare a request for a budget amendment when the invoices are processed.

Many attendees mentioned how they would like to see Granite Shoals do a signature festival each year. Leo Manzano was thrilled with the Fun Run, the turn-out we had and especially all the young people who participated.

We prepared an itemized list of suggestions/lessons learned. Next event should have more shade (rented). The City Hall campus is an excellent venue for a Special Event, but we have few shade trees.

There was an extended discussion of the success of the Fun Run, the Music Festival, the History of the City exhibit and the other activities. Council thanked Chair English and the Committee members for their stellar work.

- Presentation regarding Youth Archery Lessons in the City: *Mr. David Tripp*

Mr. David Tripp, 327 Oak Ridge Trail in Kingsland, TX. He explained that he was about to retire from my teaching career with the Marble Falls ISD, which was a second career after some police work. He is now starting a basic Bow Archery Lessons class for youth in this area. He discussed this with the City Manager and is currently on a 'trial period' holding classes on the City Hall campus to the South of the City Hall, not far from the Christmas Decoration storage shed. It is in the open area near the finished slab. The class area is set up to face away from the Hike and Bike trail. The main function of the class is to teach safety. The bows are lightweight, and size/age appropriate for youth students.

He carries a liability policy of 1 million dollars. His students sign waivers before they can join. At the last class there were 11 students and one parent. Ages are from 8 years old to 40 years old (the parent from Saturday).

He explained he would like to hold 4 more lessons this Spring and then resume with a new class in the Fall.

- Wendy Gholson, Finance Director: City of Granite Shoals Second Quarter Financials and Investment Report.

She discussed the 8 page report page by page and fielded questions. She noted that the budget year is 50% gone. The only things that are lagging behind are things like Sales Tax and water sales, which should pick up in the busier summer months. The property tax relief sales tax didn't begin accumulating until December, so it may not make the projected budget amount.

There was a discussion of the rainy weather this winter and Spring, and the possible effects this could have on the utility revenue. She assured that the amount for payments for the new Smart Meters (Automated Meter Readers) was built into the budget, so there is no concern at this time regarding having the revenue to cover those payments.

She noted on the Investment report that we maintain a one-day weighted maturity for our investments.

6. Management Reports

a.) City Manager

- Report on City-Wide Clean Up Day held April 30, 2016: We had approximately 152 vehicles come through. Seventeen dumpsters were filled. It was very successful. There was a traffic back up for approximately 20 minutes on North Phillips Ranch Road, which is very typical for these events.
- Training update – City Manager: upcoming professional development opportunities. There is an annexation class upcoming which Ken and City Attorney Young will both attend.
- Teacher Appreciation report: May 6, expressed appreciation for the Highland Lakes Elementary School teachers. Police Officer John Ortiz, Chief Gary Boshears, Ken and Municipal Court Judge Frank Reilly all took part in the Teacher Appreciation Day recently. These staff members helped act as a ‘substitute teacher’ for a few hours in the morning to allow the Elementary teachers to eat a catered breakfast and attend an awards ceremony.
- Marble Falls ISD involvement opportunity – Coalition regarding substance abuse prevention be coordinated by Superintendent Dr. Allen. Ken Nickel and Gary Boshears invited to participate, also Council Member Tanner.
- Wildlife Viewing Station proposal/discussion – May 4, 2016. Group of naturalists wish to begin discussions about possibility of having a wildlife viewing station at Quarry Park. Mr. Freddy Franks is a member of this group. He was the Master Naturalist who assisted the City in the past provide Parks and Wildlife with environmental studies necessary to get grants for Quarry Park. These are early talks and are in the very preliminary stages.
- Granite Shoals Ord. 220, adopted October 27, 1985. This ordinance was passed 31 years ago, levying liens on properties improved at the time. Ordinance contained an 8% per annum interest charge on these liens. Mrs. Hanson, 2201 Belaire Drive, was required to pay \$7,000 + for a 31 year old lien placed on the property Mr. Hanson inherited from his (grand)father. The property was in the grandfather’s name when the lien was placed, but when Mr. Hanson purchased it from his own father, in 1996, they did not know there was an unpaid lien. Recently, in order to clear the title to the property, Mr. and Mrs. Hanson had to pay the 8% interest over the course of the 31 year old levy, which began as a \$750 paving lien. City staff will do research into this issue and return with an update for City Council about these old liens.

Ken also reported that his neighbor has a drone that flew over the recent 50th Anniversary

Party and took video footage. It is hoped the neighbor will also take some footage of the Hike and Bike Trail.

b.) Assistant City Manager

- Water System Update – process for obtaining permission from TCEQ to remove portions of the water plant which are no longer in operation. Recently the SWAG discussed this issue. The SWAG members will assist the City staff draft a letter to address some concerns of citizens about the water intake area of the water plant. The ‘Old Water Plant’ is not abandoned. Many components at this site are still part of the water treatment plant and are under the city’s license. The SWAG and city staff may attempt to compose a map for the restricted areas to dissuade trespassers.
- Verizon contract for water tower space lease update. City staff was recently contacted by a subcontractor for Verizon asking to make modifications to the agreement. We rejected his requested modifications because it involved more equipment than we believe appropriate for placement on the water tower. We currently have contract for 6 antennae and one microwave dish. The request was to add three more antennae.

c.) City Secretary

- Elections Update - May 7, 2016 City of Granite Shoals General and Special Elections. The ‘unofficial’ tabulation reports was available May 7th evening and was posted as required. There are a couple of deadlines still to come. Thursday the 12th is the deadline for overseas ballots to be received by Elections Administrators office in Burnet. We have 13 FPCA ballots sent overseas, 3 City of Granite Shoals/MFISD, 6 MFISD only, 1 City of Burnet/BCISD and 3 BCISD only. There are no Granite Shoals provisional ballots. But, because of the 5PM Friday deadline for the ID provisional ballots, the Early Voting Ballot Board will not meet until Monday the 16th at 9AM to process the remaining ballots and they will finalize the election as soon as they are finished. The County will send us the official canvassing materials as quickly as possible Monday when this is all complete, and it will be available, of course on Tuesday the 17th for the Canvass.
- Human Resources Update
 - Animal Control Officer with Peace Officer License
Posted March 23, 2016 | Open Until Filled
 - Police Officer - Patrol Officer
Posted May 10, 2016 | Open Until Filled
 - Street / Park Department Part-Time Summer Help
Open until filled. Minimum age 18.
- Board and Committee update. Airport Advisory Committee meets 5-12-2016. Wildlife Advisory Committee met 5/4/2016 and set Town Hall Meeting on Deer issue for 6-18.

7. CONSENT AGENDA ITEMS

The items listed are considered to be routine and non-controversial by the City Council and will be approved by one motion, There will be no separate discussion of these items unless a

Councilmember so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence of the regular agenda.

- a. Approval of City Council Regular Meeting minutes for April 26, 2016.
- b. Approval of nomination of Granite Shoals Municipal Judge Frank Reilly to serve as City's representative on Board of *Williamson-Burnet Counties Opportunities* ("WBCO").
- c. Approval to schedule the *Granite Shoals Annual Volunteer Appreciation Reception* for Tuesday, June 28, 2016, from 5:00 PM to 6:00 PM, before the regular City Council meeting.

Motion by Council Member Hisey, seconded by Mayor Pro Tem King, to approve, as presented, all items on the Consent Agenda. Motion carried by a unanimous vote of 6-0.

8. PUBLIC HEARING

Re-plat application of Cody Foster, of Cuplin and Associates, on behalf of James Maddox and Brenda Davis, owners of property at 134 W. Newcastle Drive, Granite Shoals, TX, to combine six lots, being lots 644-650 of the Greencastle section of Sherwood Shores, for future construction.

- a. Hear applicant presentation.
- b. Hear City staff and Planning and Zoning Commission recommendations, respectively.
- c. Hold Public Hearing.
- d. Discuss, consider and possibly take action on the application.

Mayor Brugger opens the Public Hearing at 7:23 PM

Mayor Brugger closes the Public Hearing at 7:25 PM

Mr. Cody Cuplin from Cuplin and Associates, presented the applicant report. He explained that this was a relatively straightforward re-plat combining six lots in order for the owners to build new outbuilding.

City Manager Nickel noted that the Planning and Zoning Commission recommended approval, as does city staff.

Mayor Brugger made a motion, and Council Member Dillard seconded, to approve the application of Cody Foster, of Cuplin and Associates, on behalf of James Maddox and Brenda Davis, owners of property at 134 W. Newcastle Drive, Granite Shoals, TX, to combine six lots, being lots 644-650 of the Greencastle section of Sherwood Shores, for future construction. Motion carried unanimously with a vote of 6-0.

Council will individually consider and may take action on any or all of the following items:

9. REGULAR AGENDA ITEMS

- a. Discuss, consider and possibly take action related to the appointment of members to Boards and Committees. *(City Secretary Simpson)*

City Secretary Simpson reported that there are no applications for consideration of appointment at this time. Mayor Brugger noted that the Parks Committee should be listed as having a vacancy, because Mayor Pro Tem is a Council Advisor and not a voting member. The agenda communique (staff cover sheet) for this standing item will be corrected.

There was no action taken.

- b. Discuss, consider and possibly take action related to proposed Ordinance #687 establishing policies and procedures for Special Events held in the City, as discussed at March 22, 2016, April 12, 2016 and April 26, 2016 City Council meetings. *(City Attorney Young)*

Mayor Brugger notes the most recent discussion of this proposed ordinance can be found in the agenda packets in the Council meeting minutes from April 26th. Mayor Brugger notes that he believes all requested updates and modifications have been incorporated into this version of the proposed ordinance which is before City Council tonight.

The City Council requested one modification to the proposed Ordinance, to give City Manager more discretion to determine an applicant for a Special Event Permit could 'waive' the liability insurance requirement. This section of the ordinance is Sec. 10-106 and is letter 'd.'. Council determined they preferred the following wording:

(d) The City Manager may waive or reduce the insurance requirement for special events that will not involve increased risk to the public and that satisfy one or more of the following requirements: the permittee is a 501(c)(3) nonprofit corporation; the event will involve fewer than 50 attendees; the permittee provides proof of adequate existing insurance; or the event will be confined to a single tract of property.

It was noted that for an event that may, in the City Manager's opinion pose increased risk, the City Manager might increase the amount for the required insurance.

Council Member Dillard made a motion, and Mayor Pro Tem King seconded, to approve, as modified tonight, Ord. 687. Mayor Brugger read the Ordinance caption for Ord. 687.

ORDINANCE NO. 687

"Special Events Ordinance"

**AN ORDINANCE AMENDING CHAPTER 10 (BUSINESSES
AND BUSINESS REGULATIONS) OF THE CODE OF**

**ORDINANCES OF THE CITY OF GRANITE SHOALS BY
ADDING A NEW ARTICLE V, "SPECIAL EVENTS," AND
PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT,
SAVINGS, SEVERABILITY, REPEALER, EFFECTIVE
DATE, AND PROPER NOTICE AND MEETING.**

Vote on the motion, carried unanimously by a 6-0 vote.

City Council recess at 7:40 PM for break.

City Council reconvenes at 7:55 PM.

- c. Discuss, consider and possibly take action related to proposed modifications to the Ordinance for Non-Conforming Structures as discussed at April 12, 2016 and April 26, 2016 City Council meetings. *(City Attorney Young)*

City Attorney Brad Young disseminated a red-line version of the proposed Ordinance showing the proposed modifications. This version should have all the issues previously discussed amended as per City Council. There was a discussion of Eaves and Overhangs. No additions or renovations may be built which will create new, or enlarge existing encroachments into setbacks. There was a discussion of the creation of the Waterfront Overlay Zoning District. Council discussed the 10 foot setback from shoreline restriction incorporated into this ordinance. When Beaver and Webb Isle are re-annexed, there will be non-conforming structures on the islands. There was a brief review of the height limitations for boat docks.

The Council discussed that the Planning and Zoning recommended language is also included in this version.

There was a brief discussion related to questions submitted by Mr. Jim Davant via email earlier in the day regarding his non-conforming structure.

The Council Members removed a section of the proposed ordinance which would have allowed for homes to have no restrictions on how close eaves could be on side yards.

Mayor Brugger made a motion, and Council Member Tanner seconded, to send this draft of the Non-Conforming Ordinance to the Planning and Zoning Commission for them to hold their Public Hearing and make a recommendation. The City Council will then hold a Public Hearing and consider recommendations. Motion carried unanimously by 6-0 vote.

- d. Discuss Public Infrastructure / Arterial Roads improvements, including results of Special Election held May 7, 2016, possible Town Hall Meeting and grants. *(Mayor Brugger)*

It was noted that both Sales Tax propositions passed on May 7, 2016. This means that there will be 1 cent for Streets Maintenance and 1 cent Sales tax going toward General Fund starting Oct.1, 2016.

City Manager Ken Nickel noted that now that the City's big birthday event is over, staff will focus time toward finding a grant writer willing to work with us to apply for the USDA Rural Development grant. Council Member Tanner has volunteered to assist with this effort, as well. We have set the goal date of June 10th for city staff to have the description of the project to the USDA Rural Development Department.

The Town Hall for the city citizens to discuss this grant and these infrastructure plans will probably be held in September.

10. Exec. Session: *The City Council will convene in Executive (Closed) meeting as authorized by Texas Government Code. Executive session pursuant to section 551.071 of the Texas Open Meetings Act (Consultation with Attorney) to seek and receive legal advice from the city's legal counsel relating to personnel matters.*

Mayor Brugger recessed the regular meeting at 8:55 PM. Mayor Brugger called to order the Executive Session at 8:57 PM.

Mayor Brugger adjourned the Executive Session and reconvened the Regular Open Meeting at 9:12 PM.

Any action resulting from Executive Session.

There was no action resulting from the Executive Session.

11. Future Meetings and Agenda Items
 - o Review Agenda Calendar
 - o Identification of future agenda items

Mayor Brugger suggested the following schedule for City Council direct reports to be evaluated this summer:

Annual Reviews of:

- Ken Nickel, City Manager
- Elaine Simpson, City Secretary
- Brad Young, City Attorney
- Frank Reilly, Municipal Court Judge

Suggested Steps

1. May 11, (Wednesday) Mayor to issue request for self-appraisals to CM, CS, CA & MCJ.
2. May 23, (Monday) Self-appraisals are due back to Mayor.
3. May 24, (Tuesday) Hold executive session – distribute self-appraisals and appraisal forms.
4. June 2, (Thursday) Individual council members return their CM & CS appraisals to mayor for compiling.
5. June 14, (Tuesday)
 - a. Hold executive session for council to review/change compiled CM & CS appraisals.
 - b. Discuss term of City Manager contract renewal.
 - c. Individual council members CA & MCJ appraisals due to Mayor for compiling.
6. June 28, (Tuesday)
 - a. Hold executive session appraisal review with Ken Nickel & Elaine Simpson.
 - b. Review/change compiled CA & MCJ appraisals.
7. July 12, (Tuesday) Hold an executive session appraisal review with Brad Young & Frank Reilly.

12. Adjournment

With no further business, and no objections from Council, Mayor Brugger adjourned the meeting at 9:29 pm.

Approved by City Council on the 24th of May, 2016

By: _____
Carl Brugger, Mayor

Attest:

Elaine Simpson, City Secretary



City of Granite Shoals
2221 N. Phillips Ranch Road
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MEETING MINUTES GRANITE SHOALS CITY COUNCIL
SPECIAL CALLED CANVASS MEETING TO CANVASS THE RESULTS OF THE
CITY GENERAL OFFICERS ELECTION AND SPECIAL CALLED ELECTION FOR SALES
TAX OPTION HELD MAY 7, 2016
GRANITE SHOALS CITY HALL, DOWNSTAIRS CONFERENCE ROOM,
2221 N. PHILLIPS RANCH RD, GRANITE SHOALS, TX 78654
TUESDAY, MAY 17, 2016 6:00 PM

Call To Order / Welcome at 6:01 PM by Mayor Brugger

Present:

Mayor Brugger
Mayor Pro Tem Shirley King
Council Member Anita Hisey
Council Member Eric Tanner
Council Member Tom Dillard
Council Member Todd Holland

Absent:

Council Member Mark Morren

Staff:

City Secretary Elaine Simpson

1. Public comment and announcements

There were no citizen comments.

2. Conduct Official Canvass of the May 7, 2016 City General and Special Elections.

Proposed Resolution #509

“RESOLUTION #509
CANVASSING THE RETURNS AND DECLARING THE RESULTS
OF THE MAY 7, 2016, GENERAL AND SPECIAL ELECTIONS
OF THE CITY OF GRANITE SHOALS, TEXAS

May 17, 2016

Special Called Meeting to Canvass General and Special Elections held May 7, 2016 Page 1 of 5

WHEREAS, the City Council ("Council") of the City of Granite Shoals, Texas ("City") called a General Election to be held on May 7, 2016, for the purpose of electing members of the city council to serve two-year terms for places two (2), four (4), and six (6); and

WHEREAS, The Council passed Ordinance No. 681 on January 26, 2016 to call a Special Election to be held jointly with the General Election on May 7, 2016 for voter authorization of elimination of an additional Local Sales And Use Tax by One Half Of One Percent (1/2 Of 1%) used to reduce the property tax rate as adopted last May, the increase of the overall sales tax by One Quarter of One Percent (1/4 of 1%), the reauthorization of the sales tax levy for Street Maintenance at a rate of One Quarter of One Percent (1/4 of 1%), and reallocation of amount of sales tax levy allocated to Street Maintenance by Three Quarters of One Percent (3 / 4 of 1%); and

WHEREAS, the Council has reviewed and investigated all matters pertaining to this election, including the calling, notices, election officers, holding, and reports; and

WHEREAS, the Council hereby canvasses the returns of this election, at which there was submitted to all resident, qualified electors of the City the following candidates and propositions:

COUNCIL MEMBER, PLACE 2:	Shirley King
COUNCIL MEMBER, PLACE 4:	Tom Dillard Arturo Rubio
COUNCIL MEMBER, PLACE 6:	Mark Morren Michael Lee Steenberg Will Skinner

TWO PROPOSITIONS:

1: The adoption of a local sales and use tax in the City of Granite Shoals at the rate of one percent, the adoption of a local sales and use tax in the City of Granite Shoals at the rate of three fourths of one percent to provide revenue for maintenance and repair of municipal streets, and the abolition of the additional sales and use tax within the city.

2: The reauthorization of the local sales and use tax in the City of Granite Shoals at the rate of one fourth of one percent to continue providing revenue for maintenance and repair of municipal streets. The tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized.

; and

WHEREAS, the Council has diligently inquired into the poll lists and the official election returns, which were duly and lawfully made to the Council by the judges and clerks holding and conducting such election, the poll lists and the official election returns showing separately the votes cast in the election; and

WHEREAS, from these returns, the Council hereby finds that the following votes were cast in the election by voters who were resident, qualified voters in the City:

Council member, Place 2
 (Concejal, Lugar 2)
 Two year term, unopposed, declared
 elected

Shirley King	65	59	124
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Council member, Place 4
 (Concejal, Lugar 4)
 Two year term

Tom Dillard	61	52	113
Arturo Rubio	30	47	77

Council member, Place 6
 (Concejal, Lugar 6)

Two year term	40	34	74
Mark Morren	30	29	59
Michael Lee Steenbergen	21	37	58
Will Skinner			

Official Results of the Special Election

PROPOSITIONS	EV For/Against	ED For/Against	Total F/A
1: The adoption of a local sales and use tax in the City of Granite Shoals at the rate of one percent, the adoption of a local sales and use tax in the City of Granite Shoals at the rate of three fourths of one percent to provide revenue for maintenance and repair of municipal streets, and the abolition of the additional sales and use tax within the city.	59/37	53/50	112/87
2: The reauthorization of the local sales and use tax in the City of Granite Shoals at the rate of one fourth of one percent to continue providing revenue for maintenance and repair of municipal streets. The tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized.	60/36	60/43	120/79

May 17, 2016

Special Called Meeting to Canvass General and Special Elections held May 7, 2016 Page 3 of 5

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANITE SHOALS, TEXAS, THAT:

SECTION 1. The Council officially finds, determines, and declares that the election was duly and properly conducted, that proper legal notice of such election was duly given in the English language and the Spanish language (to the extent required by law), that proper election officers were duly appointed prior to the election, that the election was duly and legally held, that all resident, qualified voters of the City were permitted to vote at the election, that due returns of the results of the election had been made and delivered, and that the Council has duly canvassed such returns, all in accordance with the laws of the State of Texas and of the United States of America, and the orders calling the election.

SECTION 2. A MAJORITY of the resident, qualified voters of the City of Granite Shoals, Texas voted in Place 2 for candidate Shirley King. And Shirley King is hereby elected.

SECTION 3. A MAJORITY of the resident, qualified voters of the City of Granite Shoals City voted in Place 4 for candidate Tom Dillard. And Tom Dillard is hereby elected.

SECTION 4. A PLURALITY of the resident, qualified voters of the City of Granite Shoals City voted in Place 6 for candidate Mark Morren. And Mark Morren is hereby elected.

SECTION 5. A MAJORITY of the resident, qualified voters of the City of Granite Shoals City voted in FAVOR of Proposition #1 increasing the overall amount of sales tax levy by $\frac{1}{4}$ of One percent, eliminating the $\frac{1}{2}$ of One Percent sales tax levy for property tax reduction and the re-allocation of $\frac{3}{4}$ of One Percent of the sales tax levy for Street Maintenance. And Proposition #1 is hereby adopted.

SECTION 6. A MAJORITY of the resident, qualified voters of the City of Granite Shoals City voted in FAVOR of Proposition #2 re-authorizing One Quarter of One Percent sales tax levy for Street Maintenance. And Proposition #2 is hereby adopted.

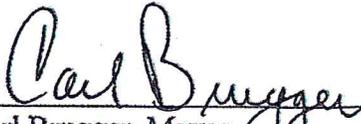
SECTION 7. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION 8. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 9. This Resolution shall be in force and effect from and after its final passage and it is so resolved.

APPROVED: May 17, 2016

APPROVED



Carl Brugger, Mayor

ATTEST:



Elaine Simpson, City Secretary

City Secretary Simpson fielded questions related to the official meeting minutes. It was noted that the numbers of ballots cast had increased only slightly, in line with the counting of the 'overseas' ballots which were still 'out' on Election Night. No race outcomes were changed by the inclusion of the overseas ballots as counted by the Ballot Board on May 16, 2016.

See Exhibit 'A' to these meeting minutes for Official Results summary.

Council Member Dillard made a motion, and Council Member Tanner seconded, to approve, as presented, Resolution #509, to canvass the results of the Granite Shoals General and Special Elections held May 7, 2016. Motion carried unanimously with a 6-0 vote.

3. Adjournment

With no other items on the agenda and no objections, Mayor Brugger adjourned the Special Canvass Meeting at 6:08 PM.

Approved by City Council on the 24th of May, 2016

By: _____
Carl Brugger, Mayor

Attest:

Elaine Simpson, City Secretary

**City of Granite Shoals Precinct — Official
BURNET COUNTY, TEXAS — LOCAL ELECTIONS — May 07, 2016**

Page 1 of 1

05/16/2016 12:22 PM

Total Number of Voters : 1,861 of 28,978 = 6.42%
 Number of District Voters: 203 of 2,203 = 9.21%

Precincts Reporting 16 of 16 = 100.00%
 District Precincts Reporting 1 of 1 = 100.00%

Party	Candidate	Absentee	Early	Election	Total
Precinct Granite Shoals (Ballots Cast: 203)					
Council Member, Place 2 Granite Shoals, Vote For 1					
	Shirley King	37 100.00%	28 100.00%	59 100.00%	124 100.00%
	Cast Votes:	37 78.72%	28 53.85%	59 56.73%	124 61.08%
	Over Votes:	0 0.00%	0 0.00%	0 0.00%	0 0.00%
	Under Votes:	10 21.28%	24 46.15%	45 43.27%	79 38.92%
Council Member, Place 4 Granite Shoals, Vote For 1					
	Tom Dillard	29 67.44%	32 66.67%	52 52.53%	113 59.47%
	Arturo Rubio	14 32.56%	16 33.33%	47 47.47%	77 40.53%
	Cast Votes:	43 91.49%	48 92.31%	99 95.19%	190 93.60%
	Over Votes:	0 0.00%	0 0.00%	0 0.00%	0 0.00%
	Under Votes:	4 8.51%	4 7.69%	5 4.81%	13 6.40%
Council Member, Place 6 Granite Shoals, Vote For 1					
	Mark Morren	19 47.50%	21 41.18%	34 34.00%	74 38.74%
	Michael Steenberg	14 35.00%	16 31.37%	29 29.00%	59 30.89%
	Will Skinner	7 17.50%	14 27.45%	37 37.00%	58 30.37%
	Cast Votes:	40 85.11%	51 98.08%	100 96.15%	191 94.09%
	Over Votes:	0 0.00%	0 0.00%	0 0.00%	0 0.00%
	Under Votes:	7 14.89%	1 1.92%	4 3.85%	12 5.91%
Proposition 1 Granite Shoals, Vote For 1					
	For	30 68.18%	29 55.77%	53 51.46%	112 56.28%
	Against	14 31.82%	23 44.23%	50 48.54%	87 43.72%
	Cast Votes:	44 93.62%	52 100.00%	103 99.04%	199 98.03%
	Over Votes:	0 0.00%	0 0.00%	0 0.00%	0 0.00%
	Under Votes:	3 6.38%	0 0.00%	1 0.96%	4 1.97%
Proposition 2 Granite Shoals, Vote For 1					
	For	30 68.18%	30 57.69%	60 58.25%	120 60.30%
	Against	14 31.82%	22 42.31%	43 41.75%	79 39.70%
	Cast Votes:	44 93.62%	52 100.00%	103 99.04%	199 98.03%
	Over Votes:	0 0.00%	0 0.00%	0 0.00%	0 0.00%
	Under Votes:	3 6.38%	0 0.00%	1 0.96%	4 1.97%

Ordinance No. 693

“Dissolving 50th Anniversary Steering Committee”

AN ORDINANCE OF THE CITY OF GRANITE SHOALS, TEXAS DISSOLVING THE 50TH ANNIVERSARY STEERING COMMITTEE; AND PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT, A SAVINGS CLAUSE, SEVERABILITY, REPEALER, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING.

WHEREAS, the City Council desires to provide for, protect and improve the health, safety and general welfare of the citizens of the City and to foster a sense of civic pride; and,

WHEREAS, the City of Granite Shoals was incorporated on May 9, 1966; and

WHEREAS, the Council created a 50th Anniversary Steering Committee of at least 7 and no more than 9 persons to guide the City in planning for the celebration of its 50th anniversary; and

WHEREAS, a celebration was held to mark the City’s 50th anniversary; and

WHEREAS, the Council finds that the 50th Anniversary Steering Committee has completed its work and accomplished the purposes for which it was formed with great success, deserving much admiration and recognition;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRANITE SHOALS, TEXAS:

SECTION I. FINDINGS OF FACT

All of the above premises are hereby found to be true and correct legislative and factual findings of the City Council and are hereby approved and incorporated into the body of this Article as if copied in their entirety.

SECTION II. REPEAL OF ORDINANCES CREATING 50th ANNIVERSARY STEERING COMMITTEE

Ordinance Nos. 667 and 683 creating the 50th Anniversary Steering Committee are hereby repealed in their entirety.

SECTION III. SAVINGS CLAUSE

The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by

virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

SECTION IV. SEVERABILITY CLAUSE

If any provision, section, sentence, clause or phrase of this ordinance, or the application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council of the City of Granite Shoals in adopting, and of the Mayor in approving this ordinance, that no portion thereof or provision or regulation contained herein shall be come inoperative or fail by reason of any unconstitutionality or invalidity of any portion, provision or regulation.

SECTION V. REPEALER CLAUSE

The provisions of this ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinance or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent. This ordinance shall not be construed to require or allow any act which is prohibited by any other ordinance.

SECTION VI. EFFECTIVE DATE

This ordinance shall take effect immediately from and after its passage and publication as may be required by governing law.

SECTION VII. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED this 24th day of May, 2016.

Carl Brugger, Mayor

ATTEST:

Elaine Simpson, City Secretary

APPROVED AS TO FORM:

Brad Young, City Attorney



**City of Granite Shoals, Texas
City Council Regular Meeting
Agenda Item Cover Memo
May 24, 2016**

Agenda Item: 9.a.) Election of Mayor Pro Tem for 2016 Council Year.

AGENDA CAPTION

9. REGULAR AGENDA ITEMS

- a. Discuss, consider and possibly take action to elect a new Mayor Pro Tem for the City Council. (*City Secretary Simpson*)

Shirley King has served as Mayor Pro Tem for Council Year 2015
Carl Brugger served as Mayor Pro Tem for Council Year 2014
Tom Dillard served as Mayor Pro Tem for Council Year 2013



City of Granite Shoals, Texas
City Council Regular Meeting
Agenda Item Cover Memo
Date: May 24, 2016

Agenda Item: 9.b and 9.c. Modifications to Drought Contingency Plan
Prepared/Submitted By: Peggy Smith, Assistant City Manager
Department: Utilities

AGENDA CAPTION

Discuss, consider and possibly take action related to recommended modifications to make to the City's Drought Contingency Plan. (*Assistant City Manager Peggy Smith*)

CORRESPONDING BUDGET YEAR PRIORITY(IES) (IF APPLICABLE)

- 2. Continue to provide a safe and efficient Water Supply to our citizens
- 11. Improve Communications to the citizens of Granite Shoals

BACKGROUND

With the Texas Commission of Environmental Quality (TCEQ) approval of the new Lower Colorado River Authority (LCRA) Water Management Plan in November 2015, LCRA began implementing new water management procedures for the Highland Lakes water supplies. City staff reviewed the updated LCRA plan and the current Granite Shoals Drought Contingency Plan to update as needed in response to changes in LCRA operations.

OPTIONS

Council usually has several:

- 1.) *Adopt/Approve/Authorize agenda item, as requested or presented.*
- 2.) *Adopt/Approve/Authorize agenda item, with modifications.*
- 3.) *Deny approval of agenda item.*
- 4.) *Table the item.*
- 5.) *Other, as Council desires.*

RECOMMENDATION

Staff recommends approval of plan

ATTACHMENT(S): (IF APPROPRIATE)

List of the items behind this cover sheet:

- *Proposed Ordinance 692: Modifying Drought Contingency Plan*
- *Exhibit A – Revisions to Drought Contingency Plan*

ORDINANCE NO 692

“Drought Contingency Plan”

AN ORDINANCE OF THE CITY OF GRANITE SHOALS, TEXAS, AMENDING CHAPTER 38 (UTILITIES), ARTICLE VIII (DROUGHT CONTINGENCY REQUIREMENTS) OF THE CITY OF GRANITE SHOALS CODE OF ORDINANCES; AND PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT, SAVINGS, SEVERABILITY, REPEALER, EFFECTIVE DATE, AND PROPER NOTICE AND MEETING

WHEREAS, the City Council of the City of Granite Shoals, Burnet County, Texas ("Council") seeks to provide for the public health, safety and welfare of its citizens; and

WHEREAS, the Council recognizes that the amount of water available to the City and its water utility customers is limited and subject to depletion during periods of extended drought; and

WHEREAS, the Council recognizes that natural limitations due to drought conditions and other acts of God cannot guarantee an uninterrupted water supply for all purposes; and

WHEREAS, a Water Conservation and Drought Contingency Plan for the City of Granite Shoals has been established in accordance with the requirements of Title 30, Texas Administrative Code, Chapter 288;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRANITE SHOALS, TEXAS:

**SECTION I
FINDINGS OF FACT**

All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Granite Shoals and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

**SECTION II
AMENDMENT**

Chapter 38 (Utilities), Article VIII (Drought Contingency Requirements) of the City of Granite Shoals Code of Ordinances is hereby amended according to the attached Exhibit A.

**SECTION III
SAVINGS**

The amendment of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

**SECTION IV
SEVERABILITY**

If any provision, section, sentence, clause or phrase of this ordinance, or the application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council of the City of Granite Shoals in adopting, and of the Mayor in approving this ordinance, that no portion thereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any portion, provision or regulation.

**SECTION V
REPEALER**

The provisions of this ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinance or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent. This ordinance shall not be construed to require or allow any act which is prohibited by any other ordinance.

**SECTION VI
EFFECTIVE DATE**

This ordinance shall take effect immediately from and after its passage and publication as may be required by governing law.

**SECTION VII
PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

READ, PASSED, AND ADOPTED THIS 24TH DAY OF MAY, 2016.

By: _____
Carl Brugger, Mayor

ATTEST:

Elaine Simpson, City Secretary

APPROVED AS TO FORM:

Brad Young, City Attorney

Ord. 692

Exhibit A

ARTICLE VIII. - DROUGHT CONTINGENCY REQUIREMENTS

Sec. 38-200. - Declaration of policy, purpose, and intent.

In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Granite Shoals adopts the following regulations and restrictions on the delivery and consumption of water.

Water uses regulated or prohibited under this drought contingency plan (the plan) are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply condition are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in enforcement section of this plan.

Sec. 38-201. - Authorization.

The mayor or his/her designee is hereby authorized and directed to implement the applicable provisions of this plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The mayor or his/her designee shall have the authority to initiate or terminate drought or other water supply emergency response measures as described in this plan.

Sec. 38-202. - Public education.

The City of Granite Shoals will periodically provide the public with information about the plan, including information about the conditions under which each stage of the plan is to be initiated or terminated and the drought response measures to be implemented in each stage. This information shall be provided by means of public meetings, press releases, utility mass mailings, city web site postings and/or other means of public communication.

Sec. 38-203. - Coordination with regional planning groups.

The City of Granite Shoals will provide a copy of this plan to the Lower Colorado Regional Planning Group (Region K) and to the Central Texas Groundwater Conservation District.

Sec. 38-204. - Application.

The provisions of this plan shall apply to all persons, customers and property utilizing treated water provided by the City of Granite Shoals regardless of the source of raw water. The terms "person" and "customer" as used in this plan include individuals, partnerships, associations and all other legal entities.

Sec. 38-205. - Permanent water use restrictions—Responsible conservation.

The following restrictions apply to all customers of the City of Granite Shoals Water Utility Systems on a year round basis, regardless of the water supply or water treatment plant production

conditions. The intent of these restrictions is to avoid and prevent the wasting of water. These restrictions require a water customer to take action within a reasonable time to:

- (1) Repair a controllable leak including leaking or broken pipes, a leaking valve, a broken sprinkler head or a severely leaking faucet.
- (2) Repair or adjust an irrigation system so as to:
 - a. Prevent watering of roads, parking lots sidewalks or other impervious surfaces.
 - b. Prevent run off from a property or forming a stream or pool of water in a road or drainage ditch.

(3) Landscape water use restrictions:

- a. To limit the irrigation of landscaped areas by irrigating landscapes only between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight on designated outdoor water use days.
 1. Customers with even number street addresses may water with sprinklers or other means on Thursday and Sunday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only.
 2. Customers with odd number street addresses may water with sprinklers or other means on Wednesday and Saturday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only.
 3. Irrigation of landscapes is permitted at any time with a hand-held hose or a faucet-filled bucket or water can of five gallons or less.

~~(4)~~ Prevent any other senseless waste of water.

Sec. 38-206. - Definitions.

For the purposes of this plan, the following definitions shall apply:

- (1) Water uses:
 - a. Aesthetic water use: Water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.
 - b. Commercial and institutional water use: Use which is integral to the operations of commercial and non-profit establishments and governmental entities such as retail establishments, hotels and motels, restaurants, and office buildings.
 - c. Domestic water use: Water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.
 - d. Industrial water use: Use of water in processes designed to convert materials of lower value into forms having greater usability and value.

- e. Landscape irrigation use: Water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.
- f. Non-essential water use: Water uses that are not essential nor required for the protection of public, health, safety, and welfare, including:
 - 1. Irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this plan;
 - 2. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
 - 3. Use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas excluding porches;
 - 4. Use of water to wash down buildings or structures for purposes other than immediate fire protection;
 - 5. Flushing gutters or permitting water to run or accumulate in any gutter or street;
 - 6. Use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools;
 - 7. Use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
 - 8. Failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
 - 9. Use of water from hydrants for construction purposes or any other purposes other than fire fighting.
- (2) Conservation: Those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.
- (3) Customer: Any individual, partnership, association, company, or other legal entity using water supplied by City of Granite Shoals.
- (4) Even number address: street addresses or rural postal route numbers ending in 0, 2, 4, 6 or 8 and locations without addresses.
- (5) Odd number address: street addresses or rural postal route numbers ending in 1, 3, 5, 7 or 9.

Sec. 38-207. - Drought response stages.

The mayor or his/her designee, shall monitor water supply and/or demand conditions on a daily/weekly basis and, in accordance with the trigger requirement criteria set forth in this plan, shall determine that a mild (stage 1), moderate (stage 2), severe (stage 3), or emergency (stage 4), water shortage condition exists and shall initiate or terminate the appropriate stage by implementing the notification procedures defined in section 38-213

below. Stage 1 response measures and restrictions are voluntary. Stage 2, 3, and 4 response measures and restrictions are mandatory.

Sec. 38-208. - Criteria for initiation and termination of drought response stages.

The mayor or his/her designee shall initiate or terminate a particular stage of this plan when the trigger requirements for that stage as specified below are reached. The water use reduction goals, supply measures, and water use restrictions for each stage are defined below.

The trigger requirements described below are based on the levels of the raw water supply and current production levels and capacities of the water plant(s) and the distribution system(s).

In general, the declared drought stage will be the same for all water customers supplied by the City of Granite Shoals. Under some circumstances, however, it may be reasonable and prudent to have different stage levels for different portions, areas or regions of the Granite Shoals water supply systems.

Sec. 38-209. - Stage 1—Mild water shortage conditions (voluntary measures) initiation, termination, and response measures.

- (a) Stage 1 trigger requirements for initiation. Customers shall be requested to voluntarily conserve water and adhere to the prescribed restrictions on certain water uses defined in section 38-206 determined by the mayor or his/her designee.
 - (1) When, pursuant to requirements specified in the City of Granite Shoals wholesale water purchase contract with L.C.R.A. notification is received requesting initiation of stage 1 of the drought contingency plan or if initiation of stage 1 is requested by the Central Texas Ground Water Conservation District.
 - (2) When total daily water demand equals or exceeds 80 percent of plant capacity for three consecutive days or 85 percent of plant capacity on a single day.
 - (3) When continually falling treated water reservoir levels that do not refill above 90 percent overnight
 - (4) When, for groundwater systems, maximum daily usage exceeds 70 percent of the pumping system withdrawal capacity for three consecutive days.
- (b) Stage 1 trigger requirements for termination. Stage 1 of the plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three consecutive days for groundwater systems; for surface water systems, the request will be withdrawn on a schedule determined by the LCRA Board; or as determined by the mayor or his/her designee.
- (c) Stage 1 drought response measures—Mild water shortage.
 - (1) Goal: Achieve a voluntary five ~~ten~~ percent reduction in daily water demand.
 - (2) Stage 1 supply management measures: In order to manage limited water supplies and/or reduce water demand, the City of Granite Shoals will:
 - a. Reduce or discontinue flushing of water mains.

- b. Audit utility system for water loss and repair leaks.
- (3) Stage 1 voluntary water use restrictions:
- a. All water uses defined in section 38-206 above are permitted in stage 1 but water customers are requested to voluntarily exercise water conservation measures.
 - b. ~~Water customers are requested to voluntarily limit the irrigation of landscaped areas by irrigating landscapes only between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight on designated outdoor water use days. Customers with even numbered street addresses may water on even numbered days of the month, and customers with odd number street addresses may water on odd number days of the month.~~
 - c. Landscape water use restrictions:
 - (i) To limit the irrigation of landscaped areas by irrigating landscapes only between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight on designated outdoor water use days.
 - 1. Customers with even number street addresses may water with sprinklers or other means on Thursday and Sunday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only.
 - 2. Customers with odd number street addresses may water with sprinklers or other means on Wednesday and Saturday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only.
 - 3. Irrigation of landscapes is permitted at any time with a hand-held hose or a faucet-filled bucket or water can of five gallons or less.

Sec. 38-210. - Stage 2—Moderate water shortage conditions (mandatory measures) initiation, termination, and response measures.

- (a) Stage 2 trigger requirements for initiation. Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses provided in this plan when (either, any of) the following condition(s) exist; or as determined by the mayor or his/her designee.
 - (1) When, pursuant to requirements specified in the City of Granite Shoals wholesale water purchase contract with LCRA notification is received requesting initiation of stage 2 of the drought contingency plan or if initiation of stage 2 is requested by the Central Texas Ground Water Conservation District.
 - (2) When total daily water demands equals or exceeds 93 percent of plant capacity for three consecutive days or 95 percent of plant capacity on a single day.
 - (3) When continually falling treated water reservoir levels that do not refill above 80 percent overnight.

- (4) When, for groundwater systems, maximum daily usage exceeds 85 percent of the pumping system withdrawal capacity for three consecutive days.
- (b) Stage 2 trigger requirements for termination. Stage 2 of the Plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three consecutive days for groundwater systems; for surface water systems, the request will be withdrawn on a schedule determined by the LCRA Board; or as determined by the mayor or his/her designee. Upon termination of stage 2, stage 1 becomes operative.
- (c) Stage 2 drought response measures—Moderate water shortage.
- (1) Goal: Achieve a 20 percent reduction in daily water demand.
- (2) Supply management measures: In order to manage limited water supplies and/or reduce water demand, the City of Granite Shoals will:
- a. Reduce or discontinue flushing of water mains.
 - b. Audit utility system for water loss and repair leaks.
 - c. Limit irrigation of public landscaped areas to one day per week except with hand held hose or bucket.
- (3) Stage 2 mandatory water use restrictions: Under threat of penalty for violation, the following water use restrictions shall apply to all persons:
- a. Mandatory lawn watering schedule effective. Customers are restricted to irrigation of ornamental landscaped areas (such as lawns) with hose end sprinklers or automatic irrigation systems other than drip irrigation to no more than one day per week, except as provided in subsection (c)(4) of this Article. Customers with odd number street addresses may water with sprinklers or other means on Wednesday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only. Customers with even number street addresses may water with sprinklers or other means on Thursday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only. Irrigation of landscapes is permitted at any time with a hand-held hose or a faucet-filled bucket or water can of five gallons or less.
 - b. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle is prohibited except on designated outdoor water use days between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight. Such washing, when allowed, shall be done with a hand-held bucket or a hand-held hose equipped with a positive shutoff nozzle. Vehicle washing may be done at any time on the immediate premises of a commercial car wash or commercial service station. Further, such washing may be exempted from these regulations if the health, safety, and welfare of the public is contingent upon frequent vehicle cleansing, such as garbage trucks and vehicles used to transport food and perishables.
 - c. Use of water to fill, refill, or add to any indoor or outdoor swimming pools, wading pools, or Jacuzzi-type pools is prohibited except on designated outdoor water use

days between the hours of 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight.

- d. Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a re-circulation system.
 - e. Use of water from hydrants shall be limited to fire fighting, related activities, or other activities necessary to maintain public health, safety, and welfare, except that use of water from designated fire hydrants for construction purposes may be allowed under special permit from the City of Granite Shoals.
 - f. Use of water for the irrigation of golf course greens, tees, and fairways is prohibited except on designated outdoor water use days between the hours 12:00 midnight and 10:00 a.m. and between 8:00 p.m. and 12:00 midnight. However, if the golf course utilizes a water source other than that provided by the City of Granite Shoals, the facility shall not be subject to these regulations.
 - g. All restaurants are prohibited from serving water to patrons except upon request of the patron.
 - h. The following uses of water are defined as non-essential and are prohibited:
 - 1. Wash down of any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas excluding porches;
 - 2. Use of water to wash down buildings or structures for purposes other than immediate fire protection;
 - 3. Use of water for dust control;
 - 4. Flushing gutters or permitting water to run or accumulate in any gutter or street; and
 - 5. Failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s).
- (4) Criteria for initiation and termination of twice a week watering under Stage 2 drought response measures. In the event that LCRA permits twice a week outdoor watering by lakefront property owners pursuant to LCRA's domestic use water sale agreements, the mayor or the mayor's designee may elect to allow City of Granite Shoals residents to water their ornamental landscape areas twice a week, without terminating stage 2 of the city's drought response plan and without altering all other stage 2 drought restrictions found in the city's drought response plan. If the mayor or the mayor's designee elects to allow twice a week watering, city customers are restricted to irrigation of ornamental landscaped areas (such as lawns) with hose end sprinklers or automatic irrigation systems other than drip irrigation to no more than two days per week. Customers with odd number street addresses may water with sprinklers or other means on Wednesday and Saturday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only. Customers with even number street addresses may water with sprinklers or other means on Thursday and Sunday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and

12:00 midnight only. Irrigation of landscapes is permitted at any time with a hand-held hose or a faucet-filled bucket or water can of five gallons or less.

Sec. 38-211. - Stage 3—Severe water shortage conditions (mandatory measures) initiation, termination, and response measures.

- (a) Stage 3 trigger requirements for initiation. Customers shall be required to comply with the requirements and restrictions on certain non-essential water uses for stage 3 of this plan when (either, any of) the following condition(s) exist; or as determined by the mayor or his/her designee.
 - (1) When, pursuant to requirements specified in the City of Granite Shoals wholesale water purchase contract with L.C.R.A. notification is received requesting initiation of stage 3 of the drought contingency plan or if initiation of stage 3 is requested by the Central Texas Ground Water Conservation District.
 - (2) When total daily water demands equals or exceeds 95 percent of plant capacity for three consecutive days of 97 percent of plant capacity on a single day.
 - (3) Continually falling treated water reservoir levels that do not refill above 75 percent overnight.
 - (4) When, for groundwater systems, maximum daily usage exceeds 90 percent of the pumping system withdrawal capacity for three consecutive days.
- (b) Stage 3 trigger requirements for termination. Stage 3 of the plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three consecutive days for groundwater systems; for surface water systems, the request will be withdrawn on a schedule determined by the LCRA Board; or as determined by the mayor or his/her designee. Upon termination of stage 3, stage 2 becomes operative.
- (c) Stage 3 drought response measures—Severe water shortage.
 - (1) Goal: Achieve a 30 percent reduction in daily water demand.
 - (2) Stage 3 supply management measures: In order to manage limited water supplies and/or reduce water demand, the City of Granite Shoals will:
 - a. Reduce or discontinue flushing of water mains;
 - b. Audit utility system for water loss and repair leaks;
 - c. Discontinue irrigation of public landscaped areas except by hand held hose or bucket.
 - (3) Stage 3 mandatory water use restrictions: All requirements of stage 2 shall remain in effect during stage 3 except:
 - a. Watering of landscaped areas is prohibited except with a hand-held hose or a faucet-filled bucket or watering can of five gallons or less. Customers with odd number street addresses may water on Wednesday and Saturday between the hours

of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only. Customers with even number street addresses may water on Thursday and Sunday between the hours of 12:00 midnight and 10:00 a.m. and between the hours of 8:00 p.m. and 12:00 midnight only. The use of hose-end sprinklers, soaker hoses, drip irrigation systems and/or sprinkler systems of any type is prohibited at all times.

- b. No new landscapes may be installed.
- c. The watering of golf course tees is prohibited unless the golf course utilizes effluent from waste water treatment.

Sec. 38-212. - Stage 4—Critical water shortage conditions (mandatory measures) initiation, termination, and response measures.

- (a) Stage 4 trigger requirements for initiation. Customers shall be required to comply with the requirements and restrictions for stage 4 of this plan when the mayor or his/her designee determines that a water supply emergency exists based on:
 - (1) When, pursuant to requirements specified in the City of Granite Shoals wholesale water purchase contract with L.C.R.A. notification is received requesting initiation of stage 4 of the drought contingency plan or if initiation of stage 4 is requested by the Central Texas Ground Water Conservation District.
 - (2) Major water line breaks, or pump or system failures occur, which cause critical loss of capability to provide water service; or
 - (3) Natural or man-made contamination of the water supply source.
 - (4) Any other emergency water supply or production/demand condition that the mayor or his/her designee determines that either constitutes a water supply emergency or is associated with a declaration of a drought worse than the drought of record.
 - (5) When, for groundwater systems, maximum daily usage exceeds 95 percent of the pumping system withdrawal capacity for three consecutive days.
- (b) Stage 4 trigger requirements for termination. Stage 4 of the plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three consecutive days for groundwater systems; for surface water systems, the request will be withdrawn on a schedule determined by the LCRA Board; or as determined by the mayor or his/her designee.
- (c) Stage 4 drought response measures—Critical water shortage.
 - (1) Goal: Achieve a 40 percent reduction in daily water demand.
 - (2) Stage 4 supply management measures: In order to manage limited water supplies and/or reduce water demand, the City of Granite Shoals will:
 - a. Reduce or discontinue flushing of water mains.
 - b. Audit utility system for water loss and repair leaks.
 - c. Discontinue watering of public landscaped areas.

- (3) Stage 4 mandatory water use restrictions: All requirements of stages 2 and 3 shall remain in effect during stage 4 except:
- a. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and commercial service stations and not in the immediate interest of public health, safety, and welfare is prohibited. Further, such vehicle washing at commercial car washes and commercial service stations shall occur only between the hours of 12:00 noon and 5:00 p.m.
 - b. The filling, refilling, or adding of water to swimming pools, wading pools, and Jacuzzi-type pools is prohibited.
 - c. Operation of any ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountains or ponds are equipped with a re-circulation system.
 - d. No application for new, additional, expanded, or increased-in-size water service connections, meters, service lines, pipeline extensions, mains, or water service facilities of any kind shall be approved, and time limits for approval of such applications are hereby suspended for such time as this drought response stage or a higher-numbered stage shall be in effect.
 - e. The watering of landscaped areas is totally and absolutely prohibited.

Sec. 38-213. - Notification requirements.

- (a) Notification of the public. The mayor or his/her designee shall notify the public by means of:
- (1) Publication in a newspaper of general circulation.
 - (2) Direct mail to each customer.
 - (3) Public service announcements.
 - (4) Signs posted in public places.
 - (5) City web site posting.
 - (6) Signs, legible from a passing vehicle, posted at the entrance to city limits and/or on main thoroughfares which state the stage of water restriction that the City of Granite Shoals is observing.
- (b) Additional notification. The mayor or his/her designee shall notify directly, or cause to be notified directly, the following individuals and entities:
- (1) Mayor/~~chairman~~ and members of the city council/~~utility board~~;
 - (2) Fire chief(s);
 - (3) City and/or county emergency management coordinator(s);
 - (4) County judge and commissioner(s);
 - (5) State disaster district/department of public safety;

- (6) TCEQ (required when mandatory restrictions are imposed);
- (7) Major water users;
- (8) Critical water users, i.e. hospitals;
- (9) Parks/street superintendents and public facilities managers;
- (10) Wholesale supplier (notify when mandatory restrictions are imposed).

Sec. 38-214. - Enforcement and penalties.

- (a) No person shall knowingly or intentionally allow the use of water from the City of Granite Shoals for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this plan, or in an amount in excess of that permitted by the drought response stage in effect at the time pursuant to action taken by mayor, or his/her designee, in accordance with provisions of this plan.
- (b) Any person who violates the stage 2 or stage 3 water restrictions of this plan is guilty of a misdemeanor and, after one warning written notice, upon conviction of a second violation, shall be assessed a fine of not less than \$100.00 and not more than \$1,000.00. Any person who violates the stage 4 water restrictions of this plan is guilty of a misdemeanor and will be provided no warning notice and shall, upon conviction, be assessed a fine of not less than \$100.00 and not more than \$1,000.00. Each day that one or more of the provisions in this plan is violated shall constitute a separate offense. If a person is convicted of three or more distinct violations of this plan, the mayor or (designated official) shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be restored only upon payment of a re-connection charge, hereby established at \$50.00, and any other costs incurred by the City of Granite Shoals in discontinuing service. In addition, suitable assurance must be given to the mayor or (designated official) that the same action shall not be repeated while the water restrictions are in effect. Compliance with this plan may also be sought through injunctive relief in the district court.
- (c) Any person, including a person classified as a water customer of the City of Granite Shoals, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a rebuttable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation. Parents shall be presumed to be responsible for violations of their minor children and proof that a violation, committed by a child, occurred on property within the parents' control shall constitute a rebuttable presumption that the parent committed the violation, but any such parent may be excused if he/she proves that he/she had previously directed the child not to use the water as it was used in violation of this plan and that the parent could not have reasonably known of the violation.
- (d) Any employee of the City of Granite Shoals, designated by the mayor, may issue a notice to a person he/she reasonably believes to be in violation of this article. The notice shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known and the offense charged. The alleged violator shall be served a copy of the notice. Service of the notice shall be complete upon delivery of the notice to the alleged violator, to

an agent or employee of a violator, or to a person over 17 years of age who is a member of the violator's immediate family or is a resident of the violator's residence. The employee who issues the notice of violation shall also file a complaint in municipal court. These cases shall be expedited and given preferential setting in municipal court before all other cases.

Sec. 38-215. - Variances.

- (a) The mayor or his/her designee, may, in writing, grant temporary variance for existing water uses otherwise prohibited under this plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:
 - (1) Compliance with this plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the plan is in effect.
 - (2) Alternative methods can be implemented which will achieve the same level of reduction in water use.
- (b) Persons requesting an exemption from the provisions of this article shall file a petition for variance with the City of Granite Shoals anytime after the plan or a particular drought response stage has been invoked. All petitions for variances shall be reviewed by the mayor or his/her designee, and shall include the following:
 - (1) Name and address of the petitioner(s).
 - (2) Purpose of water use.
 - (3) Specific provision(s) of the plan from which the petitioner is requesting relief.
 - (4) Detailed statement as to how the specific provision of the plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this article.
 - (5) Description of the relief requested.
 - (6) Period of time for which the variance is sought.
 - (7) Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this plan and the compliance date.
 - (8) Other pertinent information.
- (c) Variances granted by the City of Granite Shoals shall be subject to the following conditions, unless waived or modified by the mayor or his/her designee:
 - (1) Variances granted shall include a timetable for compliance.
 - (2) Variances granted shall expire when the plan, or its requirements, is no longer in effect, unless the petitioner has failed to meet specified requirements.
- (d) No variance shall be retroactive or otherwise justify any violation of this plan occurring prior to the issuance of the variance.



**City of Granite Shoals, Texas
City Council Meeting
Agenda Item Cover Memo
May 24, 2016**

Agenda Item: Item 9.d. Board and Committee Member Appointments
Prepared By: City Secretary
Department: Administration
Submitted By: City Secretary

AGENDA CAPTION

Discuss, consider and possibly take action regarding making appointments Boards and Committees, if appropriate. *(City Secretary Elaine Simpson)*

BACKGROUND

This item is a 'standing' item on agendas during such time as the Council is attempting to fill several vacancies.

The following Boards and Committees have vacancies:

	Board of Adjustment 1 vacancy
1	Stephen Carter - VICE CHAIR
2	Don Bryant
3	Bill Farr
4	Jon R. Campbell
5	Larry Crochet
6	Ted Gulden - CHAIR
7	
	At Least Five Members and No more than Seven
	Planning and Zoning Commission – No vacancy
1	Shannon Wilson, Chair
2	Susie Hardy, Vice Chair
3	Steven C. Dooley
4	Shawna Williams
5	Paul Fletcher
6	Claudine Gonzales
7	Terry Scott
	At Least 7 members - 4 is a quorum

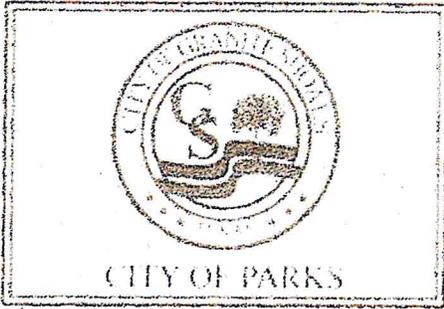
	Beautification Advisory Group - up to 9 vacancies
1	Donna Maier-Chair
2	Carol Carter
3	Rick Mills
4	Merilyn Nations
5	Julie A. Brugger
6	Kitty Ann Gunn
7	
	No fewer than 3 nor more than 15 members
	3 members, or 1/3 of the appointed membership is quorum, whichever is greater

	Parks Advisory Committee 1 vacancy
1	Celia Escamilla
2	Wolf S. Williams
3	Seth Smith - Chair
4	Brad Williams - Vice Chair
5	Nelly Griffin
6	Katie Logan
7	
8	Diana Marichalar
9	Britany G. Dooley
	ADVISORY CAPACITY - Council Member Shirley King
	Not Fewer than 4 members, no more than 9 and four is a quorum

	Street and Water Advisory Group - Ord. 630 1-14-2014 1 vacancy
1	Billy Cauley
2	Susie Hardy - Chair
3	Claudine Gonzales
4	Charles R. Myers
5	Jim Davant
6	
7	George LaChance
	No fewer than 5 members no more than 7, 4 is quorum

Wildlife Committee - 2 vacancies Ord. 639 adopted 3-11-2014	
1	Robbie Boswell
2	Jason Brady - Chair
3	Steve Hougen
4	Dennis Jowers
5	Willie Pack - Secretary
6	
7	Doug Ripple - Vice Chair
8	
9	Mary Jane Waters
ADVISORY CAPACITY - Council Member Todd Holland	
At least 5 and no more than 9, quorum is 4 members	
Airport Advisory Committee - No Vacancies	
Ord 686 . March 8, 2016	
1	George Forster
2	Neil Haverlah
3	Sandra Buschhorn
4	Jeffrey Hunt
5	Barry Sylvester
6	David Dittmar
7	Sheryl Gardner
No fewer than 5 or more than 7 - one Council advisor	
4 members is a quorum	
Council Advisor Members is Council Member T. Dillard	

At the time this agenda is going to press, there is one application for City Council to consider. Mr. Michael Steenbergen has applied for consideration of appointment to the Streets and Water Advisory Group (SWAG). Mr. Steenbergen recently ran for office for Place 6 on City Council.



RECEIVED

MAY 20 2016

City of Granite Shoals
City Secretary's Office

Application for Appointment to Boards,
Commissions and Committees

Board, Commission or Committee you are applying for: Streets and Water
Advisory Group

Name: Steenbergen Michael Lee
Last First Middle

Mailing Address: 2208 Belaire Dr, Granite Shoals TX 78654

Daytime Phone: _____ Alternate Phone: _____

Employer: Advantage Solutions Business Phone: _____

Occupation: Sales e-mail address: _____
(if retired please indicate former occupation or profession)

How long have you lived/owned property in Granite Shoals? Lived here 8 years, new property owner

Education: 3 years prelaw (Government) at University of Texas

Professional and/or community activities: Political consulting, voter engagement (registration and elections work)

Boards/Commissions/Committees on which you have previously served:

Board/Commission/Committee	Dates Served
<u>Burnet County Volunteer work as Deputy Voter Registrar, Election Clerk, and Appointment as Election Judge, Precinct 18 (2012)</u>	<u>2012 to 2015</u>

List qualifications you feel make you a good candidate for this position:

Business experience with lease negotiating in San Antonio strip centers and construction finish out projects, along with involvement in State and county political activities which has kept me aware of issues facing our State and locality including the possibility of water shortages because of high development along Texas densely populated and industrial corridors, give me a good background to help with SWAG. I have a strong desire to help better our city.

Michael Steenberg May 20, 2016
Signature Date

completed form to: City of Granite Shoals
Office of the City Secretary
2221 N. Phillips Ranch Road
Granite Shoals, TX 78654



**City of Granite Shoals, Texas
City Council Regular Meeting
Agenda Item Cover Memo
Date: May 24, 2016**

Agenda Item 10. *Workshop to discuss and consider preliminary ideas for Budget priorities for the 2016-2017 City Fiscal Year*
Prepared/Submitted By: Ken Nickel, City Manager

AGENDA CAPTION

Workshop to discuss and consider preliminary ideas for Budget priorities for the 2016-2017 City Fiscal Year

CORRESPONDING BUDGET YEAR PRIORITY(IES) (IF APPLICABLE)

Impacts all priorities for the City

BACKGROUND

It is critical to identify and rank the City's priorities for the upcoming fiscal year at the start of the budgeting process. Included in the package are 2015-2016 priorities along other potential priorities. There may be others that are not on the list. I also included the 2015-2016 financials budget (staffing numbers, capital and expenditures).

Attachments:

Schedule A	2015-2016 City of Granite Shoals' priorities
Schedule B	Potential 2016-2017 City's priorities
Schedule C	2015-2016 financial budget by priorities

2015-2016 Priorities

1. **Continue to provide a safe Community (Police, Court and Fire) –**
Continue the current service level in Police, Fire, Animal Control and EMS departments. The projects mentioned was Reverse 9-1-1 and Emergency Notifications
2. **Continue to provide a safe and efficient Water Supply to our citizens (Utility Department) –**
The projects associated were improvements at the Water Treatment Plant
3. **Street maintenance and paving (Street Department)**
Annual Paving Funds with County Co-op, maintenance of streets, improvements of three main arterials by paving NPR and resurfacing other main streets.
4. **Increase Code Compliance activity by approximately 15%. Projects associated are increasing the efficiency of the processes, set goals for increase compliance rates and completion of cases. (Code Compliance Dept)**
5. **Water Line Replacement Plan. (Utility Dept)**
Expand the GIS Database on the Web which allows for multiple users. Update the water line mapping data and implement a new GIS Program layers for water, zoning and other information.
6. **Continue to improve the City's Financial Stability (Finance Director)**
 - Improve the General Fund balance (Goals is three month operation reserve)
 - Fund the capital replacement plan
 - Continue to improve the city's S&P Rating
 - Debt management
7. **Continue to focus on Customer Service and Teamwork (All)**
8. **Hire and maintain a strong workforce (Human Resources and Department Managers)**

2015-2016 Priorities

9. Planning and Vision for the future

There were several projects:

- Wildlife Advisory Committee urban deer management (**City Council, City Secretary**)
- Training related to economic development – no actions taken

10. Identify new grants for the city and execution on the current grants (City Manager, Assistant City Manager and Department Heads**)**

11. Improve Communications to the citizens of Granite Shoals (City Council and City Staff**)**

12. Encourage and promote business activities in the city (City Manager and City Council**)**

Other Activities

- Charter Review Committee
- Comprehensive Plan update
- Economic Development marketing study/plan
- Airport Committee
- Annexation and Development Agreements
- Survey all Park Property excepted Quarry Park
- City Hall roof repair
- Park Maintenance
- Federal Road Grant
- Newsletters – twice a year

City of Granite Shoals
Breakdown of Staff, Capital and Expenditures

2015-2016 Budget						
	Fund	Staff	Capital	Expenditures	Total	
Priorities						
1. Continue to provide a safe Community						
Police	100	8	\$ 147,611	\$ 847,244	\$ 994,855	
Fire	100	4	\$ 8,250	\$ 403,839	\$ 412,089	
Animal Control	100	1	\$ -	\$ 87,900	\$ 87,900	
Court	100	1	\$ -	\$ 65,522	\$ 65,522	
EMS	100	0	\$ -	\$ 65,230	\$ 65,230	
		14	\$ 155,861	\$ 1,469,735	\$ 1,625,596	
2. Continue to provide a safe and efficient Water Supply to our citizens						
Water	200	5	\$ 93,100	\$ 737,315	\$ 830,415	
Customer Service	200	1	\$ -	\$ 84,377	\$ 84,377	
Allocations from General Funds	200	0	\$ -	\$ 702,796	\$ 702,796	
		6	\$ 93,100	\$ 1,524,488	\$ 1,617,588	
3. Street Maintenance and Paving						
Street Department - General Fund	100	5	\$ 123,750	\$ 353,147	\$ 476,897	
Parks	100	1	\$ -	\$ 67,647	\$ 67,647	
Street Department	100	0	\$ -	\$ 5,000	\$ 5,000	
Sales Tax Fund	370	0	\$ -	\$ 33,250	\$ 33,250	
		6	\$ 123,750	\$ 459,044	\$ 582,794	
4. Increase Code Compliance Activities by 15% and continue to improve the appearance of the city						
Code Compliance	100	2	\$ -	\$ 138,979	\$ 138,979	
Two Citywide Cleanups	380	0	\$ -	\$ 21,650	\$ 21,650	
50th Anniversary Celebration	350	0	\$ -	\$ 10,000	\$ 10,000	
Special Events - Veteran Day and Christmas by Highway	350 & 360	0	\$ -	\$ 3,000	\$ 3,000	
		2	\$ -	\$ 173,629	\$ 173,629	
5. Water Line Replacement Plan						
Non Departmental - GIS	200	0	\$ -	\$ 11,900	\$ 11,900	
Water Line replacement	200	0	\$ -	\$ 25,000	\$ 25,000	
Replacement Reserve	502	0	\$ -	\$ 13,800	\$ 13,800	
		0	\$ -	\$ 50,700	\$ 50,700	

City of Granite Shoals
Breakdown of Staff, Capital and Expenditures

Priorities	2015-2016 Budget				
	Fund	Staff	Capital	Expenditures	Total
6. Continue to improve the City's Financial Stability Finance	100	3	\$ -	\$ 206,008	\$ 206,008
7. Continue to focus on Customer Service and Teamwork City Manager	100	1			
Department Managers	100/200	4			
City Secretary	100	1			
8. Hire and Maintain a strong workforce (Overall an 3.0% increase)	100	33	\$ -	\$ 42,200	\$ 42,200
9. Planning and Vision for the Future	100	0	\$ -	\$ 4,500	\$ 4,500
10. Identify new grants for the city and execution on current grants City Manager, Assistant City Manager, Finance Director		3	\$ -	\$ -	\$ -
Grant Development	350		\$ -	\$ 42,500	\$ 42,500
11. Improve Communications to the citizens of Granite Shoals Staff	100	4	\$ -	\$ -	\$ -
City Council	100	7	\$ -	\$ 4,500	\$ 4,500
12. Encourage and promote business activities in the city City Manager, Finance Director and City Secretary	100	0	\$ -	\$ 1,000	\$ 1,000



**City of Granite Shoals, Texas
City Council Regular Meeting
Agenda Item Cover Memo
May 24, 2016**

**Agenda Item: Item 11. Executive Session
Prepared By: City Secretary
Department: Administration
Submitted By: City Manager**

AGENDA CAPTION

11. Exec. Sessions:

a.) Executive session pursuant to sections 551.074 of the Texas Open Meetings Act (Personnel Matters): Discussion regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the following public employees: City Manager Ken Nickel and City Secretary Elaine Simpson.

b.) Executive (Closed) meeting as authorized by Texas Government Code. Executive session pursuant to section 551.071 of the Texas Open Meetings Act (Consultation with Attorney) to seek and receive legal advice from the city's legal counsel relating to personnel matters.

Any action resulting from Executive Session.



**City of Granite Shoals, Texas
City Council Meeting
Agenda Item Cover Memo
May 24, 2016**

Agenda Item: 12. Written Departmental Reports
Prepared By: City Secretary
Department: Administration

AGENDA CAPTION

12. Written Reports

- a. Code
- b. Fire
- c. Streets
- d. Police

Monthly Report April 2016
Code Compliance Department

ACTUAL NUMBERS FOR FISCAL YEARS 2014 THRU 2015

Violation Types Closed	Ordinance #	2014	2015	Open	% Increase/Decrease
Junk Vehicles	605	29	36	4	124%
Property Maintenance	511	43	63	4	147%
House Numbers	409	31	16	2	52%
Unsafe Structure/Building Removal	613	8	16	3	200%
Misc. Zoning Infractions	Chapter 40	34	36	1	106%
	Totals	145	167	14	

Violation Types Closed	Ord. #	2016 Goals	YTD	Open	%
Junk Vehicles	605	41	37	1	89.37%
Property Maintenance	511	72	40	7	55.21%
House Numbers	409	18	8	2	43.48%
Unsafe Structure/Building Removal	613	18	11	3	59.78%
Misc. Zoning Infractions	Chapter 40	41	19	3	45.89%
	Totals	192	120	16	62.48%

**CITY OF GRANITE SHOALS FIRE DEPARTMENT
MONTHLY PROGRESS REPORT.**



APRIL 2016 DEPARTMENT REPORT SUMMARY

BURN BAN HAS BEEN LIFTED

Responded to a total of 121 Emergency and Response Calls
(Increase of 5 from Previous Month)
GSFD had an average of 2 firefighters responding to each incident.
(No Change from Prior Month)
GSFD had an average response time of 4 min 18 seconds per call.
(Decrease of 18 seconds from previous month)
GSFD logged 8 hours of training
(Decrease of 39 hours from previous month)
GSFD accepted 0 new applications for membership.
(No Change from prior month)
GSFD had 0 Volunteer Member of the Fire Department Resign.
(No Change from Prior Month)

**Staff Levels: 1 Full Time Paid Chief
1 Full Time Asst Chief (Shift Work)
2 Full Time Paid Firefighters (Shift Work)
4 Part Time Fire Fighters (Call in)
19 Volunteer Fire Fighters**

Response Statistics Summary:

Type

Fire/Rescue/Haz-Materials:	5 (Decrease of 2 calls from Prior month)
EMS/Medical Assist:	56 (Increase of 1 call from Prior Month)
Public Service/Good intent:	60 (Increase of 6 calls from Prior Month)
Total	121 Responses for Service (Increase of 5 Call from Previous month)

(Note: Service calls include Controlled burn investigations, false alarms and permit issuances)

Areas

Granite Shoals:	108 (Increase of 12 Calls from Prior month)
BCESD#3 Area:	9 (Decrease of 1 from Prior month)
Mutual Aid:	0 (Decrease of 2 Calls from Prior Month)
Lake LBJ Responses	0 (No Change from Prior Month)
Highland Haven:	4 (Decrease of 4 Prior month)
Total:	121 Responses for Service

Green- improvement, Red- negative improvement, Blue-No Change

Staff:

Nothing New to report

Training:

Radio Communications	2 Hrs
PPE and Extinguishers	2 hrs
Business Meeting	2 hrs
Health and Safety	2 hrs

Apparatus and Equipment:

New Squad 5252 has been ordered and awaiting delivery Expected Delivery May 31 2016.
Primer Pump for 5240 installed.

Grants and Major Purchases and Projects:

GSFD and GSFD Auxiliary Assisted the City at the Granite Shoals 50th Birthday Celebration on April 23 at City Hall from 8am-8 pm.

GSFD Made and gave out 700 Hotdogs at the event and also assisted many people by providing courtesy rides in the Fire Department UTV.

We are looking at used fire Apparatus to Replace our reserve Fire engine which is 30 years old.

ESD News and Fire Contract News

Beaver Island has replaced two of their dry hydrants with newer units.

GSFD will assess the new hydrants once the New adapters arrive and the new Primer pump is installed on the Engine.

Additional Fire Contracts for out of district residents are available at the Fire Station or at City Hall. They are also available online at www.gsfd.us or online at www.graniteshoals.org

Auxiliary:

I have updated the website with pictures of the event at www.gsfd.us .

We also now have a Facebook Account, so be sure to "Friend us"

Thank you, Sincerely

Austin Stanphill

Austin Stanphill Fire Chief, City of Granite Shoals Fire Department

CITY OF GRANITE SHOALS – POLICE DEPARTMENT

MONTHLY PROGRESS REPORT – APRIL 2016

CAPTAIN GARY A. BOSHEARS



SUMMARY

The police department responded to a total of 422 calls for service during the month of April. Our most prevalent reported incidents during this month were traffic stops, animal calls, suspicious calls, and traffic violations / complaints. The average response time for calls for service during the month of April was 8 minutes and 35 seconds. During the month of April, the department received 7 reports of Uniform Crime Reporting (UCR) reportable offenses. The department cleared 57% of UCR reportable offenses during the month of April. Annually, we have cleared over 67% of UCR reportable offenses during 2016.

STAFF

Staff Levels: Seven of nine paid positions are filled. We have a vacancy for a Patrol Sergeant position and for an Animal Control Officer – Certified Peace Officer position. We plan to fill the sergeant position through internal promotion during the next month. We are in the process of screening applicants for the animal control position with a goal of filling this position during the next month. We have three non-paid reserve officers. These officers volunteer approximately 24 hours per month.

VEHICLES AND EQUIPMENT

The new patrol vehicles approved in the 2015 – 2016 budget have been delivered and our in-service. All patrol vehicles are in good working order. The Animal Control vehicle is in good working order, however, this vehicle is a 2003 model and has over 200,000 miles which is leading to increased maintenance costs. The marine vessel is in good working order. The incident command vehicle is in good working order. We are working diligently to keep all vehicles in good working order while keeping maintenance costs as low as possible.

TRAINING

During the month of April officers completed approximately 24 hours of online training. We are in the process of developing our training plan for the upcoming year to meet the needs of the department and provide our officers with high quality training.

CITY OF GRANITE SHOALS – POLICE DEPARTMENT

MONTHLY PROGRESS REPORT – APRIL 2016

CAPTAIN GARY A. BOSHEARS



GRANTS, MAJOR PURCHASES, AND PROJECTS

We were awarded a \$2,800 grant from the National Rifle Association Foundation for the purchase of tactical equipment. We plan to complete this grant by purchasing the equipment within the next month. We are beginning a process of identifying surplus equipment in the department that can be disposed of or transferred to other law enforcement agencies.

GOALS FOR MAY 2016

- Increase community policing efforts through community outreach and involvement.
 - Begin process of identifying surplus equipment in the department that can be disposed of or transferred to other law enforcement agencies.
 - Maintain a UCR clearance rate at or above national average (approximately 38%).
 - Identify data that can be used for measuring success of departmental programs and begin implementing those measurements.
 - Schedule training for remainder of calendar year with the goal of providing citizens with a highly trained police department.
-

Detailed Statistics – See Page 3

Respectfully submitted,

Gary A. Boshears
Captain

CITY OF GRANITE SHOALS – POLICE DEPARTMENT

MONTHLY PROGRESS REPORT – APRIL 2016

CAPTAIN GARY A. BOSHEARS



STATISTICS

Administrative: 14	Overdose: 2
Alarms: 9	PR Events: 2
Animal: 46	Pregnancy / Childbirth: 1
Assault: 4	Lockin / Lockout / Peace / Welfare: 20
Assist Other Agency: 17	Security Check: 1
Carcass Calls: 11	Stroke: 1
Chest Pain: 1	Structure Fire: 1
Citizen Assist: 23	Suicidal Person / Attempted Suicide: 1
Civil Problem: 4	Supplemental: 22
Collision: 5	Suspicious: 33
Damage: 1	Theft: 9
Deceased Person: 2	Traffic Stop: 113
Disturbance / Nuisance: 16	Traffic Violation / Complaint: 26
Domestic Disturbance: 6	Trespassing / Unwanted: 5
Driving Under Influence: 1	Unconscious / Fainting: 3
Fire: 1	Unknown: 2
Fraud / Deception: 3	Violate City Ordinance (Animal): 2
Harassment: 3	Warrant Service: 5
Medical: 1	Weapons / Firearms: 3
Mental Disorder: 1	Total Calls for Service: 422
Missing / Runaway / Found Person: 1	Note: These statistics represent reported 'Calls for Service' and not verified offenses. Offenses may be different from reported, may have been Unfounded, or otherwise cleared.
Outside Fire: 1	

City of Granite Shoals
 Park Report
 Month ending April 2016

Actions	Park 1	Park 2	Park 3	Park 4	Park 5	Park 6	Park 7	Park 8	Park 9
Septic System treatment	1					1			
Mow and Weed	1	2	2	2		1		2	2
Paint Park Signs									
Clean Restrooms	9					9			
Furnish Toilet paper	9					9			
Emptied Trash	9		9	9	9	9		9	9
Pickup Ground and Shoreline	9	9	9	9	9	9		9	9
Trimmed trees									
Replaced Flags									
Community Center work									

Actions	Park 10	Park 11	Park 12	Park 13	Park 14	Park 15	Park 16	Park 17	Park 18	Park 19
Septic System treatment	1		1				1			
Mow and Weed	1	1	1	1	2	2	1	2	2	2
Paint Park Signs										
Clean Restrooms	9		9				9			
Furnish Toilet paper	9		9				9			
Emptied Trash	9		9	9	9	9	9	9	9	9
Pickup Ground and Shoreline	9	9	9	9	9	9	9	9	9	9
Trimmed trees										
Replaced Flags										
Safety Items and Repairs										

Street Department Monthly Report

April 2016

Drainage Work and Pipe Installment

Clean ditch out on the 200 block E Granitecastle.
Installed 18x30 drain pipe at Deep Forest and also a 36x30 drain pipe at the creek paving project.
Clean out creek at Deep Forest for better drainage.
Installed a 12x30 driveway culvert at 600 Timberhill
Clean ditch at Lakecrest and installed a 12x20 drain pipe.

Other

Patch potholes.
Finish scraping floor at the Community Center.
Worked at city hall got ready 50 years celebration.
Sprayed trail with weed killer twice burn brush.
Put granite gravel on the trail washouts and rolled.
Mowed put up banners also put up barricades.
Cut brush on Deep Forest and Forest Oaks paving project.
Got ready for the city wide clean up 4-30-2016 brought 15 dumpsters and 2 more on Monday.
Mow all of the airport and the dog pound facility.
Put 2 front tires on Cat backhoe also got all trucks inspected for this year except for 2015 dump truck and 1990 350 ford dulley.



**City of Granite Shoals, Texas
City Council Meeting
Agenda Item Cover Memo
May 24, 2016**

**Agenda Item: Item 13– Future Agenda Items
Prepared By: City Secretary
Department: Administration**

AGENDA CAPTION

13. Future Meetings and Agenda Items

- a.) Review Agenda Calendar
- b.) Identification of future agenda items

Future agenda items – a time where Mayor, Council members or City Manager may suggest items for future agendas and when the Agenda Calendar is reviewed.

Agenda Calendar

This is a planning tool only and all information is tentative until listed on an official agenda and posted in accordance with Texas Open Meeting law.

Tuesday, May 24, 2016

City Council Regular Meeting

Item #	Action	Subject	Requestor	Staff	Status
<i>Oath of Office Ceremony for Council Members Elected 5-7-2016.</i>					
1-3		CTO/Invocation/Pledge			
	Hear	Karen Marshall / PEC update on PEC and upcoming PEC election			
		Audit for 2015 Budget		Gholson	
		Citizens Comments			
	Hear	CM/ACM/CS Reports			CM – Short Term rentals/ Animal Shelter
	Consent	Meeting Minutes May 10, 2016 and May 17, 2016 Special Canvass Mtg.		Simpson	
	Consent	Accept the 2015 Audit report		Gholson	
	Consent	Ord. to dissolve the 50 th Anniversary Committee with the Thanks of Council		Simpson	
	Consider	Appointment of Mayor Pro Tem for 2016			
	Consider	Proposals for modifying/updating the City Drought Contingency Plan		Smith	As discussed at 1-12-2016 Council meeting
	Consider	Mayor updating the drought stage for the city.	Brugger	Smith	
	Consider	Res. To establish audit policy/financial controls related to Texas Municipal Retirement Service (TMRS)		Gholson	
	Workshop	Discuss preliminary budget priorities for next fiscal year.		Nickel	
	Executive Session	Personnel – Council appraisal process for direct reports		Young	
	Consider	Board and Commission Appointments		Simpson	
		Written Department Reports			
		Future Agenda Items/Adjournment			

Tuesday, June 14, 2016

City Council Regular Meeting

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
		Audit			
	Hear	CM/ACM/CS Reports			
	Consent	Meeting Minutes May 24, 2016		Simpson	
	Consider	Board and Commission Appointments		Simpson	
	Consider	City Council determines 2016-17 Budget Priorities		Nickel	

	Consider	City Manager tentative budget calendar		Nickel	
	Workshop	Infrastructure – Road Improvement Grant application		Nickel	
	Executive Session	Personnel – Council appraisal process for direct reports – CM contract renewal		Young	
	Consider	Brad Young – policy for trucks leaving debris (?)	Morren	Young	
	Consider	City Manager’s report/update related to Animal Control needs for the city and update on Hill Country Humane Society formerly Christ-Yoder Animal Shelter	Tanner/ Dillard	Nickel	Open House for the Animal Shelter 5/21/2016
		Future Agenda Items/Adjournment			

June 18, 2016 - Saturday
Special Town Hall meeting for Discussion of Deer Management
Fire Hall, 9 AM – 11 AM

Tuesday, June 28, 2016
City Council Regular Meeting –
Annual Volunteer Appreciation Reception from 5-6 PM

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
	Hear	Presentation – Mayor Brugger – Kudos to Jim Tenny for volunteer service	Brugger		
	Hear	CM/ACM/CS Reports			
	PH	Non- Conforming Ordinance?		Nickel	With P&Z Recommendation from June 21 st ?
	Consent	Meeting Minutes June 14, 2016		Simpson	
	Consider	‘No Deer Feeding’ Ordinance		Nickel / Simpson	
	Executive Session	Personnel – Council appraisal process for direct reports – CM contract renewal		Young	
	Consider	Board and Commission Appointments		Simpson	
		Written Department Reports			
		Future Agenda Items/Adjournment			

June 30, 2016 – Thursday – Open Meetings Law Training and ‘Meet With Mayor’ night.

**Tuesday, July 12, 2016
City Council Regular Meeting**

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
		Audit			
	Hear	CM/ACM/CS Reports			
	Consent	Meeting Minutes June 28, 2016		Simpson	
	Consider	Board and Commission Appointments		Simpson	
	Workshop	Budget?			
	Consider	Ord. 688, Modifications proposed to Ord. 191 – Revision to Police Reserves		Police Chief	
	Consider	Res. 508 Related to policies for public records request for Police Department Body Cameras audio / visual data		Nickel /Young	As discussed 3/8/16 – Integrated into the City Manager’s Public Information policy
	Executive Session	Personnel – Council appraisal process for direct reports – Judge and City Attorney		Young	
	Consider	Annual review of the City Employees Personnel Manual.		Simpson	
		Future Agenda Items/Adjournment			

Future Agenda Items Not Scheduled: (for example – items tabled but not to a date certain)

Requestor	Date Requested	Subject	Status
		No Engine Brake signs	
		Review, Revise and Update Zoning Ordinance	Marvin Townsend, originator , P&Z considering it at their meetings starting October 2013
Council		ETJ Annexation – Nobles Area	FY 2015-2016 ?
		Capital Assets Management Policy	For Water / WW Grants
	Action	Discuss and Consider possible methodology for selling City owned real property.	Property List – City Owned Property Discussed 3/11 briefly – sellable properties??
?	Consider	Contractor Fee for Big Trucks? Impact Fee – Ordinance –	Morren
Staff	Hear	Presentation by Dr. McBride related to Christ-Yoder Animal Shelter Services now known as Hill Country Humane Society	Council / Staff attend Open House 5/21/2016
Wrkshop		Procedure to evaluate City Property on 1431 for City to sell	Morren 7-28-2015 moved

		City Employee job descriptions	Simpson
Presentation	Hear	Show and Tell re: GIS	Smith / when new video screens are up.
	10/27/2015 Mayor	Annexation Plan – Scope of Plan	Annexation Discussion before giving P&Z Commissioners their charge for this project?

Year-Round Overview Summary

(for example: contacts which must be renewed annually, grant applications which must be made annually, statutory items which are done at a specific time of year, e.g. Election Canvass).

Month	Subject / Item
January	1. Contract with Burnet County to Conduct May General Election – City Sec. 2. Call the City Election – Simpson 3. Quarterly Municipal Court report by Municipal Judge.
February	1. Annual Racial Profiling Prevention Report – PD 2. Airport issues (2016). 3. Associate Judge contracts 2018.
March	Audit report of previous budget year – Finance Director, Proclamation from Mayor naming April as Child Abuse Prevention and Awareness Month. Contract with Assoc. Judges (2018)
April	Quarterly report on Municipal Court from Municipal Judge
May	1. Canvass of City General Election – City Sec. 2. Appointment of Mayor Pro Tem. 3. Review of Meeting schedule? 4. Council Pictures? 5. Calling Runoff Election if needed. 6. Board and Commission Members appointments. 7. Board and Comm. Appreciation Reception 8. Annual review of Personnel Manual?
June	1. Proposed Budget Calendar – City Manager. 2. City Manager contract 2016
July	1. Budget Workshop(s)? - City Manager / Finance Director / City Council 2. Personnel evaluations – City Manager and City Secretary 3. Quarterly Municipal Court report by Municipal Judge. 4. Accept Appraisal Roll from Tax Appraiser. Judge contract 2017.
August	Public Hearings for Tax Rate/Budget – City Manager/ Fin. Dir / City Sec., 2. Budget Workshop(s) - City Manager / Finance Dir. / City Sec. 3. City Managers Annual Review of Personnel Manual – any recommended modifications.
September	1. Adoption of Budget 2. Adoption of Tax Rate
October	1. Official Newspaper of Record Resolution – City Sec. 2. Council Meeting schedule for holiday season 3. Annual Review of Investment Policy, Finance Policy, Finance Goals. 4.) Juvenile Curfew Ord. (2016) 5.) Quarterly Municipal Court report by Municipal Judge. 6.) Consideration of the nominees for the John Rinehart Award
November	Every 4 years re-authorize quarter cent sales tax for Streets prepare for May Election
December	