



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

**AGENDA NOTICE
GRANITE SHOALS CITY COUNCIL
SPECIAL CITY COUNCIL MEETING
AND BUDGET / TAX RATE WORKSHOP
CITY HALL – COUNCIL CHAMBERS, 2ND FLOOR
2221 N. PHILLIPS RANCH ROAD
MONDAY, AUGUST 15, 2016, 6:00 PM**

1. **Call meeting to order**

2. **Public comment and announcements and Items of Interest** *p. 3-4*

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.

- **City Wide Prayer Service for First Responders**, Sat. August 20, 2016, 9:00 AM at Fire Hall in Granite Shoals.
- **City Hall will be closed for Staff Training** August 18, 2016, Thursday 8:30 AM - 11:00 AM.

Regular Items:

3. Receive petition from City Secretary, review, discuss, consider and possibly take action on proposed Ordinance #696 calling a Special Referendum Election for November 8, 2016, as per petition received August 9, 2016, related to Ordinance #680 *No Deer Feeding Ordinance*. (City Manager Ken Nickel, City Secretary Elaine Simpson) *p. 5-7*

4. Discuss, consider and possibly take action on proposed Ordinance calling a Special Election for November 8, 2016, to place arterial road improvement bonds before the voters. (City Manager Ken Nickel, City Secretary Elaine Simpson) *p. 8*

5. Discuss, consider and possibly take action related to procuring a vehicle for the Fire Department, and declaring certain vehicles in the Fire Department as surplus. (City Manager Ken Nickel/Austin Stanphill, Fire Chief) *p. 9*

6. Review information from City Manager Nickel, discuss and consider the proposed City operating budget for Granite Shoals for Fiscal Year 2016-2017, as presented at the August 9, 2016 Regular City Council meeting. (City Manager Ken Nickel/Finance Director Wendy Gholson) *p. 10-43*

7. Review information from City Manager Nickel, discuss and consider proposed ad valorem (property) tax rate for Granite Shoals for 2016, as discussed at the August 9, 2016 Regular City Council meeting. (City Manager Ken Nickel/Finance Director Wendy Gholson) *p. 10-43*
8. Announce schedule for required Public Hearings to be held on the proposed Budget and the proposed Tax Rate, respectively, on August 23rd and September 7th. (City Secretary Simpson) *p. 44-46*
9. **Future Meetings and Agenda Items** *p. 47-51*
 - a.) Review Agenda Calendar
 - b.) Identification of future agenda items
10. **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, August 12, 2016, on or before 5:00 p.m. and shall remain there continuously from such time until after this meeting is adjourned on Monday, August 15, 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).



**City of Granite Shoals, Texas
City Council Special Called Meeting
Agenda Item Cover Memo
August 15, 2016**

Agenda Item: Item 2 – 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.**

Texas Government Code, Section 551.042. Sec. 551.042. INQUIRY MADE AT MEETING.

(a) If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to:

- (1) a statement of specific factual information given in response to the inquiry; or
- (2) a recitation of existing policy in response to the inquiry.

(b) Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

V.T.C.A., Penal Code § 42.05, § 42.05. Disrupting Meeting or Procession

(a) *A person commits an offense if, with intent to prevent or disrupt a lawful meeting, procession, or gathering, he obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.*

(b) *An offense under this section is a Class B misdemeanor.*

Credits: Acts 1973, 63rd Leg., p. 883, ch. 399, § 1, eff. Jan. 1, 1974. Amended by Acts 1993, 73rd Leg., ch. 900, § 1.01, eff. Sept. 1, 1994. V. T. C. A., Penal Code § 42.05, TX PENAL § 42.05 - Current through the end of the 2015 Regular Session of the 84th Legislature

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.

Granite Shoals Police Department HONOR OUR HEROES

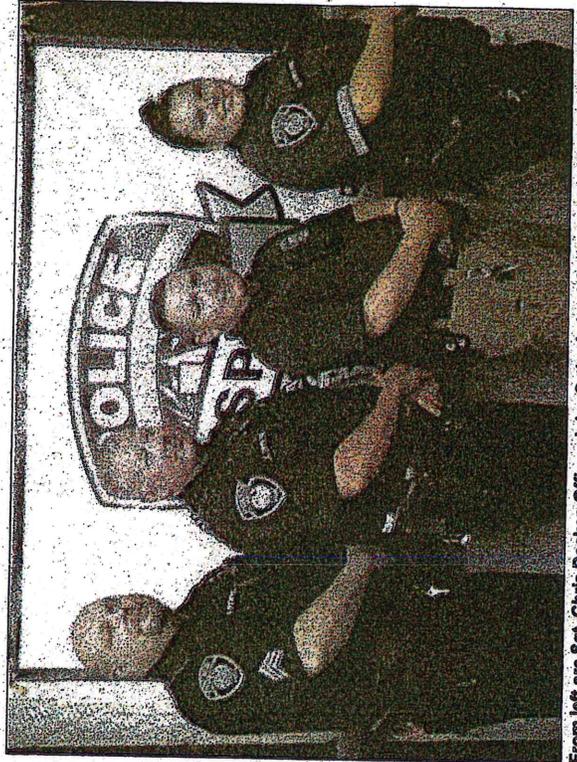
Law enforcement has one of the toughest — and most dangerous — jobs anywhere. In a small community like the Highland Lakes, we are privileged to see these officers hard at work every day. In recent weeks, attacks on law enforcement personnel across the country have raised awareness that they need our support more than ever. These brave heroes put their lives on the line each day to protect our communities and citizens. **IT WILL NOT GO UNNOTICED!** The Highlander and Burnet Bulletin stand with our Law Enforcement Heroes and we know that you do too! Stand up and be counted...join us as we **HONOR OUR HOMETOWN HEROES!!**

The Granite Shoals Police Department (GSPD) is one of fewer than 250 units recognized for best practices by the Texas Police Chiefs Association.

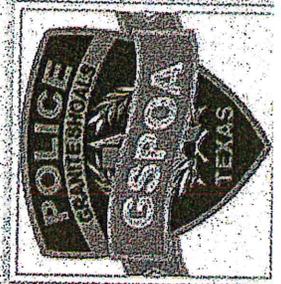
It includes a compliment of seven officers — two of whom who hold master's degrees — an animal control officer and a lake patrol boat.



From left are Officer Clayton Klean, Chief Gary Bohears, Sgt. Paul Chrane, and Sgt. Scott Dulaney.



From left are Sgt. Chris Decker, Officer John Ortis, Animal Control Officer Timothy Edwards and Officer Ginnie Kirkpatrick.





**City of Granite Shoals, Texas
City Council Special Called Meeting
Agenda Item Cover Memo
August 15, 2016**

Agenda Item: Item 3. Referendum Election
Prepared By: City Secretary
Department: Administration

AGENDA CAPTION

3. Receive petition from City Secretary for referendum election on Ordinance #680 *No Deer Feeding Ordinance*, as submitted August 9, 2016, discuss, consider and possibly take action on options, including proposed Ordinance #696 Calling a Special Referendum Election for November 8, 2016. (*City Manager Ken Nickel, City Secretary Elaine Simpson*)

From the City Charter:

Section 6.13. - Referendum.

Qualified voters of the City may require that any ordinance or resolution, with the exception of ordinances or resolutions appropriating money or levying taxes, passed by the City Council be submitted to the voters of the City for approval or disapproval, by submitting a petition for this purpose within thirty (30) days after final passage of said ordinance or resolution, or within thirty (30) days after its publication. Said petition shall be addressed, signed and verified as required for recall petitions in this Article and shall be submitted to the person performing the duties of City Secretary.

Within twenty-one (21) days after the filing of such petition, the person performing the duties of City Secretary shall present said petition to the City Council. Upon presentation to the City Council, it shall become the duty of the City Council, **within two (2) regularly scheduled City Council meetings after the receipt thereof, to reconsider such ordinance or resolution and, if the City Council does not entirely repeal the same, shall submit it to popular vote** as provided in [Section 6.13](#) of this Charter.

Pending the holding of such election, each ordinance or resolution shall be suspended from taking effect and shall not later take effect unless a majority of the qualified voters voting thereon at such election shall vote in favor thereof. Unless otherwise provided by law, any election for a referendum under this Charter shall be held on the first authorized uniform election date that occurs after the sixty-fifth (65th) day after the petition was presented to the City Council.

Section 6.16. - Publication of Proposed and Referred Ordinances.

The person performing the duties of City Secretary of the City shall publish at least twice in the official newspaper of the City the proposed or referred ordinance or resolution within fifteen (15) days before the date of the election and shall give such other notices and do such other things relative to such election as are required by law in municipal elections and by the ordinance or resolution calling said election.

As City Secretary, I am presenting City Council Monday evening with a valid petition for referendum of Ord. 680 No Feeding the Deer Ordinance, which passed City Council on July 12, 2016. I have validated more than 50 valid registered voters of the city have signed this petition. (I validated 58 signatures)

Council has options related to their response to this petition:

- Option #1 – Adopt proposed Ordinance #696 calling for the referred Ordinance to be placed before the voters in a Special Election to be held on November 8, 2016.
- Option #2 – Adopt a modified Ordinance which will call the Election for May. This Ordinance could be adopted at the August 23rd or the September 13, 2016 Regular City Council meetings. There will not be special costs for the Election Administration (Doug Ferguson's Office) for this election, as it would be held in conjunction with the General Election for May 6, 2017.
- Option #3 – Repeal Ordinance #680 in its entirety. Call no election. The Deer Management Pilot Project will still be conducted, as planned.

The main election expense will be meeting the publication requirements for the Notices, ballots and the publication of the entire Ordinance. In May, the Notice costs \$503, and the publication of the ballot itself was \$503. For the publication of the entire ordinance (7 pages) of Ordinance #680 No Deer Feeding Ordinance, I have requested a written estimate from the manager of the classified section at the *Highlander*. I will provide the cost estimates on Monday night at the City Council meeting.

Regarding the petition, I will prepare Council copies of the petition for the meeting Monday afternoon.

Estimated Election Expenses

**City of Granite Shoals, Texas
November 8, 2016 General Election ***

Payroll:

Early Voting Workers	\$ 500.00
Election Day Judges and Clerks (includes mileage)	\$ 100.00
Early Voting Ballot Board	\$ 100.00
Testing Board Members (other than the Elections Administrator and assistants)	\$ 50.00
Central Counting Station judges and clerks	\$ 50.00
<u>User Fee for DRE equipment **</u> Election Day only; no charge for Early Voting	\$ 90.00
<u>Newspaper notice for L & A Testing</u>	\$ 50.00
<u>Consumable Supplies</u>	\$ 100.00
<u>Ballot Programming</u>	\$ 200.00

Subtotal \$ 1,240.00

10% Administrative Fee Payable to Burnet County Elections Administrator: \$ 124.00

Grand Total Estimated Election Expenses: \$ 1,364.00

*Assumes cost sharing with Burnet County and perhaps other local political subdivisions.

** User fee as established by commissioners court is \$150.00/unit.



**City of Granite Shoals, Texas
City Council Special Called Meeting
Agenda Item Cover Memo
August 15, 2016**

Agenda Item: Item 4. Discuss Arterial Road Improvement Bond Election
Prepared By: City Secretary, for City Manager Ken Nickel
Department: Administration

AGENDA CAPTION

4. Discuss, consider and possibly take action related to an Ordinance to call a Special Election for November 8, 2016, to place arterial road improvement bonds before the voters. *(City Manager Ken Nickel, City Secretary Elaine Simpson)*

Depending on the decision that the City Council makes for Item #3, whether to call a November 2016 Referendum Election, or whether to wait for May 2017 for the Referendum Election, the Council may wish to 're-poll' the members regarding a Road Improvement Bond Election. At the meeting July 26, 2016, the informal poll of the Council Members indicated more support for a May 2016 Arterial Road Improvement Bond Project Election.

If the majority of the council desires to take this to the voters in November, we will have to have another special council meeting, either on Friday, August 19, or Monday, August 22, to pass the ordinance. We already have a regular council meeting on Tuesday, August 23, but since we have designated it as our first public hearing for the budget and tax rate proposal, we can't move it.



**City of Granite Shoals, Texas
City Council Special Called Meeting
Agenda Item Cover Memo
August 15, 2016**

Agenda Item: Item 5. Fire Truck procurement
Prepared By: City Secretary, for City Manager Ken Nickel
Department: Administration

AGENDA CAPTION

5. Discuss, consider and possibly take action related to procuring a vehicle for the Fire Department, and declaring certain vehicles in the Fire Department as surplus. (City Manager Ken Nickel/Austin Stanphill, Fire Chief)

On August 9th, Fire Chief Austin Stanphill went to evaluate a used Fire Truck that is being sold by a small town outside Austin. Chief Stanphill was encouraged by what he saw.

City Manager Nickel and Fire Chief Stanphill wish to discuss possible options for financing of a newer Fire Truck. One component of the financing might include trading in a vehicle the Fire Department has now, or selling it to utilize the proceeds toward the purchase of a newer vehicle.

At this time of budget discussions, staff decided it would be appropriate to bring to City Council for input.



**City of Granite Shoals, Texas
City Council Special Meeting
Agenda Item Cover Memo
Date: August 15, 2016**

Agenda Item: 6-7 Workshop to discuss Proposed Budget and Tax Rate
Prepared/Submitted By: Wendy Gholson, Director of Finance
Department: Finance

AGENDA CAPTION

Review information from City Manager Nickel, discuss and consider proposed City operating budget for Granite Shoals for Fiscal Year 2016-2017 and proposed ad valorem (property) tax rate for Granite Shoals for 2016, as discussed at the August 9, 2016 Regular City Council meeting.

BACKGROUND

City Staff presented the Proposed Budget and Tax Rate for FY 2016-2017 to City Council on August 9. This workshop will allow City Council members to provide input and feedback to City Staff for changes to Proposed Budget and Tax Rate prior to the Public Hearings scheduled for August 30 & September 7, 2016. The City Manager has made the following changes to the Proposed Budget in response to discussion on August 9 and they are updated in the attached presentation:

Pg 2: Dates of Public Hearing #1, #2 and Adoption updated

*Pg 4: Changes to General Fund Revenues & Surplus
Changes to Restricted Park Fund*

Pg 6: General Fund Revenues were decreased by \$7,500 in Building Permits resulting in a decrease of surplus and fund balance projections.

Pg 7: Governmental Capital Plan was tweaked and moved to 2 pages

Pg 10: Utility Capital Plan was updated to include 2016-17 funding of Membrane Modules

Pg 13: Increase to FY2017 Revenues of \$10,000 (\$5,000 in Deeds without Warranty and \$5,000 in Donations)

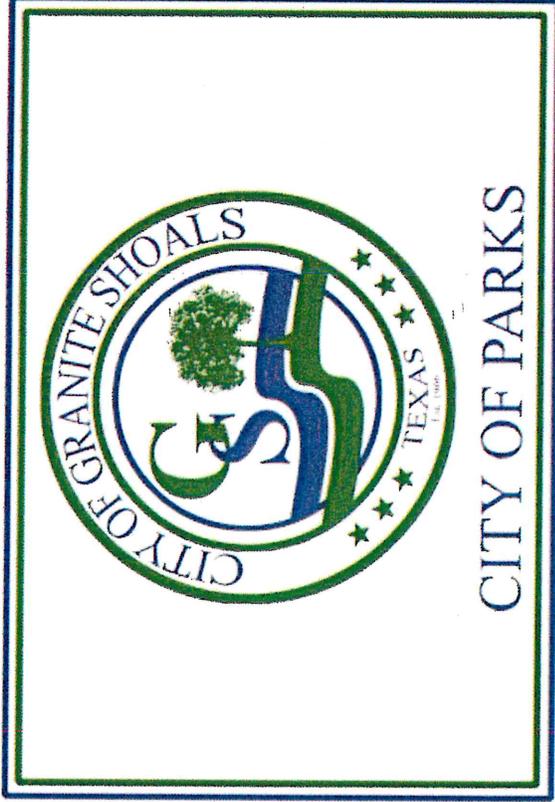
*Increase to FY2017 Expenditures of \$25,000 for Grant Administration costs
Resulting changes to FY2017 deficit and reduced fund balance projections*

Pg 33: NEW from City Manager

ATTACHMENT(S): (IF APPROPRIATE)

List of the items behind this cover sheet:

- FY 2016-2017 Proposed Budget Presentation*
- 2016 Proposed Tax Rate Presentation*



FY 2016-2017 PROPOSED BUDGET PRESENTATION

Public Hearing #1 - August 23, 2016
Public Hearing #2 – September 7, 2016



Proposed Budget Process

- August 9, 2016 Staff presents Proposed Budget to City Council
- August 15, 2016 City Council Budget Workshop
- August 23, 2016 Public Hearing #1 to receive public input on the Proposed Budget and the Proposed Tax Rate
Continue City Council discussion regarding Proposed Budget
- September 7, 2016 Public Hearing #2 to receive public input on the Proposed Budget and the Proposed Tax Rate
Continue City Council discussion regarding Proposed Budget
- September 16, 2016 Staff presents Final Budget to City Council
City Council adopts the Final Budget
City Council adopts the Final Property Tax Rate



1. Road Improvements (Current and long Term)
 - Submit and provide support for the \$5,000,000 USDA grant for Philips Ranch Road Prairie Creek and Valley View
 - Increase street maintenance budget to \$200,000 with additional sales tax receipts in 2016-2017 budget
 - Improve pot holes street repairs, both in timeliness and reliability
 - Reassess side street paving goals
2. Water Supply Improvement
 - Continue to provide a safe and efficient water supply to citizens
 - Continue replacement program for the water plant membrane units
 - Develop a plan for major water line replacement program
 - Complete the installation of GIS Database on the Web which allows for multiple users. Update the water line mapping.
 - Review water sampling procedures to reduce reportable non-compliant sampling errors
3. Execute current grants, close out whenever possible and aggressively pursue new grant opportunities
 - USDA Grant for road improvement (same as above)
 - TPWD grant for Quarry Park complex
4. Continue to provide a safe community
 - Continue current level of service
 - Increase Animal Control availability on weekends and after 5pm
 - Identify opportunities to reduce overall cost in this activity
5. Facility Improvements
 - Repair to City Hall roof (Current estimates is approximately \$43,000)
 - Development of soccer field adjacent to Highland Lakes Elementary School
 - Minor updates and repairs to old community center
6. Increase Code Compliance activity by approximately 15% over 2015-2016 goals
7. Maintain and improve the City's Financial Stability
 - Increase the General Fund balance (Goal is three months operation reserve)
 - Fund the capital replacement plan
 - Effective debt management
8. Planning and Vision for the Future
 - Committee support and coordination
 - Annexation and Development Agreements
 - Initiate Web & Beaver Island re-annexation
 - Implement by February 2017 for new areas
 - Initiate City Charter Review process
 - Preliminary planning for Comprehensive Plan review –start selection of committee to review planning in late 2017 or 2018 calendar year
9. Hire and maintain a strong workforce
 - Maintain or improve citizen communications
 - Twice a year city letter sent to our residents to update the city activities
 - Meetings with the Mayor
 - Town Hall meetings
10. Maintain or improve citizen communications



SUMMARY OF ALL FUNDS

Fund	Proposed Revenue	Proposed Expenditures	Surplus/(Deficit)
General	\$3,007,701	\$2,991,398	\$16,303
Utility	1,700,055	1,697,607	2,448
Solid Waste	591,000	589,360	1,640
Restricted Parks	35,100	80,500	(45,400)
Hotel Tax	18,200	3,500	14,700
Street Maintenance Sales Tax	120,000	120,000	-0-
Police Seizure	-0-	-0-	-0-
Law Enforcement Education	-0-	-0-	-0-
City Wide Cleanup	29,365	23,130	6,235
Court Technology	1,750	-0-	1,750
Court Building Security	1,500	-0-	1,500
Debt Service	1,003,306	1,003,282	24
Government Equip Replacement	25,000	-0-	25,000
Utility Equipment Reserve	14,000	-0-	14,000
AMR Project	-0-	-0-	-0-
CDBG #2017 Grant	275,000	275,000	-0-
TOTAL ALL FUNDS	\$6,821,977	\$6,783,777	\$38,200

OPERATING FUNDS

- General Fund
 - Utility Fund
 - Solid Waste Fund
-



General Fund

Unreserved Fund Balance @ 10/1/2015: \$541,235

FY 2015 Projected Change to FB (pg27): \$30,168

Projected Fund Balance @ 9/30/2016: \$571,403 **69.72 days**

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg5)	\$3,005,132	\$3,007,701	\$2,569
Expenditures (pg25)	\$2,975,692	\$2,991,398	\$15,706
Non-Departmental (pg7)	156,751	194,739	37,988
Animal Control (pg9)	87,900	90,359	2,459
Fire (pg12)	414,089	469,124	55,035
Finance (pg14)	206,136	209,133	2,997
Code Compliance (pg16)	138,779	140,652	1,873
Administration (pg18)	358,392	375,330	16,938
Police (pg21)	998,435	847,205	(151,230)
Streets (pg23)	481,897	489,587	7,690
Parks (pg24)	67,647	108,338	40,691
Municipal Court (pg26)	65,666	66,931	1,265

FY 2017 Proposed BUDGET Surplus (pg26): \$16,303 **1.99 days**

Projected Ending Fund Balance @ 9/30/2017: \$587,706 **71.71 days**

2016-2017 Governmental Capital Plan

Dept.	Capital Need	Purchase Cost	Replacement Fiscal Year & Cost							
			2013-14	2014-15	2015-16	2016-17	2017-18	2018-19		
Non-Dept	Roof for City Hall	42,000		✓ 42,000						
Non-Dept	City Hall Computer Server	5,000	✓ 5,000							5,000
Fire	SCBA Bottles	1,000	✓ 2,000	✓ 2,000	✓ 2,000	✓ 2,000	✓ 2,000			
Fire	SCBA Breathing Systems (replace 1 per year=15)	6,000			✓ 6,000				2,000	2,000
Fire	Fire Hose (various sizes)		✓ 4,000	✓ 2,000	✓ 2,000	✓ 2,000	✓ 2,000		6,000	6,000
Fire	Tires for Engine & Tender Truck		✓ 8,000						2,000	2,000
Fire	1984 Class A Fire Truck	395,000		-	✓ 25,000	✓ 25,000	✓ 25,000		57,000	57,000
Fire	1995 Support Truck	40,000							40,000	
Fire	Brush/Skid Unit for Gator	5,000								
Fire	Land & Prep for Training Facility	30,000								
Fire	Live Burn Training Facility	300,000								
Fire	2016 Brush Truck	89,494		✓ 18,822	✓ 18,822	✓ 18,822	✓ 18,822		18,822	18,822
Fire	Fire Facility HVAC Unit (Sleeping Area)	6,000	✓ 6,000							
Fire	Fire Facility HVAC Unit	6,000					✓ 6,000			
Fire	Fire Facility HVAC Unit	6,000								
Police	2013 Chevrolet Tahoe - Unit #36	50,000	✓ 13,154	✓ 13,154	✓ 13,154	✓ 13,154	✓ 13,154			18,473
Police	2013 Chevrolet Tahoe - Unit #37	50,000	✓ 13,154	✓ 13,154	✓ 13,154	✓ 13,154	✓ 13,154			18,473
Police	2015 Chevrolet Tahoe - Unit #38	56,750		✓ 14,927	✓ 14,927	✓ 14,927	✓ 14,927		14,927	14,927
Police	2015 Chevrolet Tahoe - Unit #39	56,750		✓ 14,927	✓ 14,927	✓ 14,927	✓ 14,927		14,927	14,927
Police	2016 Chevrolet Tahoe	62,672			✓ 16,336	✓ 16,336	✓ 16,336		16,336	16,336
Police	2016 Chevrolet Tahoe	62,672			✓ 16,336	✓ 16,336	✓ 16,336		16,336	16,336
Police	1991 Incident Command Vehicle Unit #32	N/A								
Police	2002 Ford F250 Animal Control Unit #33	30,000								
Police	2012 Chevrolet Tahoe Unit #34 (Captain)	50,000							12,500	12,500
Police	2008 Ford F-150 Unit #35 (Chief)	50,000							12,500	12,500
Police	Taser X26 CEWs (replace 3 per year)	4,000		✓ 4,200	✓ 4,000	✓ 4,000	✓ 4,000		4,000	4,000
Police	Dell Computer Server	2,000	✓ 2,000							
Police	Bullet Proof Vests (replace 2 per year)	1,000	✓ 4,000	✓ 2,000	✓ 2,000	✓ 2,000	✓ 2,000		2,000	2,000
Police	Police Facility HVAC Unit	6,000								

2016-2017 Governmental Capital Plan – cont.

Dept.	Capital Need	Purchase Cost	Replacement Fiscal Year & Cost												
			2013-14	2014-15	2015-16	2016-17	2017-18	2018-19							
Code	2005 Ranger	20,000													
Code	2007 Nissan (replace transmission in FY 2013-14)	20,000													
Streets	2015 Ford F750 Dump Truck	81,020		✓ 17,362	✓ 17,362	✓ 17,362	✓ 17,362								
Streets	1978 Motor Grader/Maintainer (lease in 2016)	250,000			24,000	24,000	24,000								
Streets	BackHo (lease in FY2017)					24,000	24,000								
Streets	2015 Ford Crew Cab Truck	32,353		✓ 5,324	✓ 5,324	✓ 5,324	✓ 5,324								
Streets	Vehicle	22,000													
Streets	2015 Ford Super Cab Truck	29,828		✓ 5,324	✓ 5,324	✓ 5,324	✓ 5,324								
Parks	Vehicle	22,000													
	CONTINGENCY			✓ 20,000											
ANNUAL FUNDING REQUIREMENT			\$ 57,308	\$ 175,194	\$ 200,666	\$ 224,666	\$ 331,358	\$ 202,480							
FUNDED in General Fund			31,000	\$ 52,200	#REF!	\$ 89,000	\$ 140,000	\$ 33,500							
FUNDED in Debt Service Fund			26,308	\$ 122,994	\$ 135,666	\$ 135,666	\$ 191,358	\$ 168,980							

Adjusted Taxable Value

Tax Rate Required to Support Annual Funding

Increase (Decrease) over Previous Year

\$ 349,151,802 \$ 370,163,100 \$ 381,081,531

\$0.0502 \$0.0542 \$0.0590

\$0.0502 \$0.0040 \$0.0047

\$0.0870 \$0.0531



Utility Fund

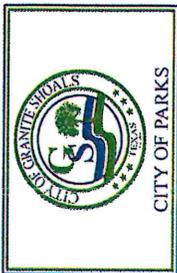
Retained Earnings @ 10/1/2015: \$3,504,946
 FY 2016 Projected Change to RE (pg35): 26,634
 Projected Fund Balance @ 9/30/2016: \$3,531,580

Projected Available Operating Capital @ 9/30/2016:
 \$403,703 + 94,172 = \$497,875 **107.05 days**

	FY 2016 Budget	FY 2016 PROPOSED	Increase (Decrease)
Revenues (pg28)	\$1,655,720	\$1,700,055	\$44,335
Expenditures (pg35)	\$1,654,488	\$1,697,607	\$43,119
Customer Service (pg35)	84,377	86,599	2,222
Ground Water (pg33)	-0-	24,050	24,050
Surface Water (pg32)	855,415	862,446	7,031
Non-Departmental(pg29)	714,696	724,512	9,816

FY 2017 Proposed BUDGET Change to Retained Earnings (pg35): \$2,448
 Projected Ending Retained Earnings @ 9/30/2017 : \$3,534,028

Projected Available Operating Capital @ 9/30/2017:
 \$406,151 + 108,172 = \$514,323 **110.58 days**



2016-2017 Utility Capital Plan

Dept.	Capital Need	Purchase Cost	Replacement Fiscal Year & Cost									
			2013-14	2014-15	2015-16	2016-17	2017-18	2018-19				
Water	Water Lines Replacement											
Water	Plant Improvements					✓ 25,000	25,000	25,000	25,000	25,000	25,000	25,000
Water	Storage Tank Rehab	30,000				✓ 10,000	10,000	10,000	10,000	10,000	10,000	10,000
Water	Heavy Duty Utility Tractor	50,000										
Water	Mini-excavator (JD Utility Tractor)	34,805		✓ 9,018	✓ 9,018	✓ 9,018	9,018	9,018	9,018	9,018	9,018	50,000
Water	Vehicle	20,000	✓ 20,000									
Water	Vehicle	27,000										27,000
Water	Vehicle	29,827		✓ 29,827								
Water	AMR Program	630,000				✓ 74,600	74,600	74,600	74,600	74,600	74,600	74,600
Water	Pump - High Service, Bluebriar	30,000								30,000		
Water	Pump - High Service, Kingswood	30,000										30,000
Water	Pump - Raw Intake	30,000							30,000			
Water	Pump - Transfer, WTP	30,000										
Water	Pump - Feed, WTP	30,000										
Water	Membrane Modules - (105 modules - 17 or 18 per yr)	231,000				✓ 39,600	39,600	39,600	39,600	74,800	39,600	39,600
Water	Back-up Pump	30,000		✓ 37,400		10,000	10,000	10,000	10,000	10,000		
Water	Catwalk for Clarifier at Treatment Plant	7,000						7,000				
Water	Equalization Basin Upgrade	50,000						25,000	25,000	25,000		
Surface Water	Holding Tank for Lagoon	70,000						35,000	35,000	35,000		
Ground Water	Elevated Storage Tank	300,000										
Water	Generator & Switching Station	200,000								20,000		20,000
Water	(2) Air Compressors	24,000										
Water	(2) SCBA Breathing Systems	12,000										
Water	BackHo											
Water	Generator & Switching Station	200,000								20,000		20,000
ANNUAL FUNDING REQUIREMENT			\$ 20,000	\$ 76,245	\$ 168,218	\$ 265,218	\$ 333,418	\$ 286,200				

Budgeted ✓
Expended



Solid Waste Fund

Unreserved Fund Balance @ 10/1/2015: \$47,549
 FY 2016 Projected Change to FB: \$4,801
 Projected Fund Balance @ 9/30/2016: \$52,350

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg36)	597,400	591,000	(6,400)
Expenditures (pg37)			
SW Collection	494,880	499,300	4,420
Personnel & Supplies	42,498	43,904	1,406
Internal Fees to GF	<u>59,937</u>	<u>46,156</u>	<u>(13,781)</u>
Total Expenditures	597,315	589,360	(7,955)

Significant Factors:

➤ The Solid Waste Fund includes a Franchise Fee expense and General Administration expense to be paid to the General Fund

FY 2017 Proposed BUDGET Change to FB (pg38): \$ 1,640
 Projected Ending Fund Balance @ 9/30/2017: \$ 53,990

SPECIAL REVENUE FUNDS

- Restricted Parks Fund
 - Hotel Tax Fund
 - Street Maintenance Sales Tax Fund
 - Police Seizure Fund
 - Law Enforcement Education Fund
 - City Wide Cleanup Fund
 - Court Technology Fund
 - Court Building Security Fund
 - Debt Service Fund
-



Restricted Park Fund

Unreserved Fund Balance @ 10/1/2015: \$31,283
 FY 2016 Projected Change to FB (pg40): \$19,931
 Projected Fund Balance @ 9/30/2016: \$51,214

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg39)	41,100	35,100	(6,000)
Expenditures (pg40)	42,500	80,500	38,000

Significant Factors:

- New parks department employee in GF
- Increase transfer to GF for park maintenance to \$45,000
- \$6,000 Parks Committee Projects (boat ramps)
- \$25,000 for Grant Administration

FY 2017 Proposed BUDGET Change to FB (pg40): \$ (45,400)
 Projected Ending Fund Balance @ 9/30/2017: \$ 5,814



Hotel Tax Fund

Unreserved Fund Balance @ 10/1/2015: \$101,757
 FY 2016 Projected Change to FB (pg42): \$196
 Projected Fund Balance @ 9/30/2016: \$101,953

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg41)	20,000	18,200	(1,800)
Expenditures (pg42)	12,000	3,500	(8,500)

Significant Factors:

- Decrease in Registered Short Term Rentals – 23 to 16
- Continues to support Christmas by the Highway

FY 2017 Proposed BUDGET Change to FB (pg42): \$ 14,700
 Projected Ending Fund Balance @ 9/30/2017: \$ 116,653

Street Maintenance Sales Tax Fund



Unreserved Fund Balance @ 10/1/2015: \$12,493
 FY 2016 Projected Change to FB (pg44): \$25
 Projected Fund Balance @ 9/30/2016: \$12,518

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg43)	33,250	120,000	86,750
Expenditures (pg44)	33,250	120,000	86,750

Significant Factors:

- ▶ Granite Shoals voters approved an increased sales tax for Street Maintenance from 0.25% to 1% effective 10/1/2016.

FY 2017 Proposed BUDGET Change to FB (pg44): \$ -0-
 Projected Ending Fund Balance @ 9/30/2017: \$ 12,518



STREET MAINTENANCE BUDGET

	<u>2015-2016</u>	<u>2016-2017</u>
General Fund – Street Department	\$ 100,000	\$ 80,000
Street Maintenance Fund – Sales Tax	<u>\$ 34,000</u>	<u>\$120,000</u>
Total Street Maintenance	<u>\$ 134,000</u>	<u>\$200,000</u>

Notes:

- There is a \$50,000 budget item related to Engineer expenses related to U.S.D.A Street Grant in 2016-2017 Budget.
- Sales Tax – Property Tax Relief in the General Fund revenue will be reduced approximately by \$46,000.



City Cleanup Fund

Unreserved Fund Balance @ 10/1/2015: \$33,912
 FY 2016 Projected Change to FB (pg50): \$(1,670)
 Projected Fund Balance @ 9/30/2016: \$32,242

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg49)	19,625	29,365	9,740
Expenditures (pg50)	21,650	23,130	1,480

Significant Factors:

- FY2017 includes grant funds
- Continued customer monthly fee of \$0.75

FY 2017 Proposed BUDGET Change to FB (pg50): \$ 6,235
 Projected Ending Fund Balance @ 9/30/2017: \$ 38,477



Debt Service Fund

Unreserved Fund Balance @ 10/1/2015: \$427,523
 FY 2016 Projected Change to FB (pg58): \$(5,287)
 Projected Fund Balance @ 9/30/2016: \$422,236

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg55)	986,519	1,003,306	16,787
Expenditures (pg58)	996,871	1,003,282	6,411

Significant Factors:

- The I&S portion of the property tax rate remains the same as FY2016 at \$0.2287.

FY 2017 Proposed BUDGET Change to FB (pg58): \$ 24
 Projected Ending Fund Balance @ 9/30/2017: \$ 422,260



Minor Special Revenue Funds

Fund Name	PROJECTED Fund Balance @ 9/30/2016	FY 2017 PROPOSED Revenues	FY 2017 PROPOSED Expenditures	PROJECTED Fund Balance @ 9/30/2017
Police Seizure Fund (pg45-46)	2,301	-0-	-0-	2,301
Law Enforcement Educ Fund (pg47-48)	3,806	-0-	-0-	3,806
Court Technology Fund (pg51-52)	2,565	1,750	-0-	4,315
Court Building Security Fund (pg53-54)	2,768	1,500	-0-	4,268

CAPITAL PROJECT FUNDS

- Government Equipment Replacement Fund
 - Utility Equipment Reserve
 - CDBG #713199 KW Water Storage (close FY2016)
 - Automatic Meter Read Project (close FY2016)
 - NEW CDBG #2017
-



Govt. Equip Replace

Unreserved Fund Balance @ 10/1/2015: \$-0-
 FY 2016 Projected Change to FB : \$25,000
 Projected Fund Balance @ 9/30/2016: \$25,000

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg62)	25,000	25,000	-0-
Expenditures	-0-	-0-	-0-

Significant Factors:

- Funds are currently being set aside for the replacement of a fire engine.

FY 2017 Proposed BUDGET Change to FB (pg58): \$ 25,000
 Projected Ending Fund Balance @ 9/30/2017: \$ 50,000



Utility Equipment Reserve Fund

Unreserved Fund Balance @ 10/1/2015: \$80,152
 FY 2016 Projected Change to FB : \$14,020
 Projected Fund Balance @ 9/30/2016: \$94,172

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg63)	13,800	14,000	200
Expenditures	-0-	-0-	-0-

Significant Factors:

➤ \$14,000 – funded with customer assessment \$0.50/month

FY 2017 Proposed BUDGET Change to FB (pg59): \$ 14,000
 Projected Ending Fund Balance @ 9/30/2017: \$ 108,172



Auto Meter Read Project

Unreserved Fund Balance @ 10/1/2015: \$74,364
 FY 2016 Projected Change to FB (pg67): \$951
 Projected Fund Balance @ 9/30/2016: \$75,315

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg59)	-0-	-0-	-0-
Expenditures	-0-	75,315	75,315

Significant Factors:

FY 2017 Proposed BUDGET Change to FB (pg67): \$ (75,315)
 Projected Ending Fund Balance @ 9/30/2017: \$ -0-



NEW CDBG #2017

Unreserved Fund Balance @ 10/1/2015: \$-0-
 FY 2016 Projected Change to FB : \$-0-
 Projected Fund Balance @ 9/30/2016: \$-0-

	FY 2016 Budget	FY 2017 PROPOSED	Increase (Decrease)
Revenues (pg68)	-0-	275,000	275,000
Expenditures (pg69)	-0-	275,000	275,000

Significant Factors:

FY 2017 Proposed BUDGET Change to FB (pg69): \$ -0-
 Projected Ending Fund Balance @ 9/30/2017: \$ -0-



GENERAL FUND

Major Variance compared to Prior Year

<u>Revenue Change</u>	<u>Impact</u>
* Increase Property tax from \$0.5207 to \$ 0.5572	\$ 147,561
* Eliminate Sales Tax for Property Tax Relief	\$ (46,000)
* Increase Building Permit fees Revenue	\$ 15,000
* Lower Court Fees and fines to current run rate - \$85,000	\$ (10,000)
	<u>\$ 106,561</u>

<u>Expenditures Changes</u>	<u>Impact</u>
* Increase in Fire coverage from 10pm to 6am - part time employees	\$ 45,585
* Hire a full time Street/Park employee to maintain the parks, City Hall properties and street repairs	\$ 42,581
* Raises for General Fund staff (does not include Utility Department)	\$ 39,639
* Repair the roof at City Hall (\$20,000 paid in September)	\$ 22,000
* Reduce contingency budget from \$20,000 to \$1,500	\$ (18,500)
* Lower Building Maintenance to \$10,000	\$ (6,500)
* Street Equipment Repair/Leased Equipment	\$ 30,500
	<u>\$ 155,305</u>

Note:

* No Capital purchases in 2016-2017



UTILITY FUND

Major Variance compared to Prior Year

<u>Revenue Change</u>	<u>Impact</u>
* Increase in Water Sales - Volume	\$ 26,000
* Increase in Tier rates over 2,000 gallons -starting April 2017	\$ 20,000
* Increase of tap fee revenue due to increase activities	\$ 6,000
* Rates charge to non drought status- lower water pricing	\$ (5,372)
* Lower processing fees from current year projection	\$ (15,645)
	\$ 30,983

Expenditures Changes

* City Portion of 2017 Water Grant	\$ 41,250
* Raises for staff - 3%	\$ 9,105
	\$ 50,355

Notes:

- *Held Cross charge level the same as current year (\$47,270)
- * No Capital purchases (\$30,000)
- * No water line replacement except to fix lines-(\$20,000)



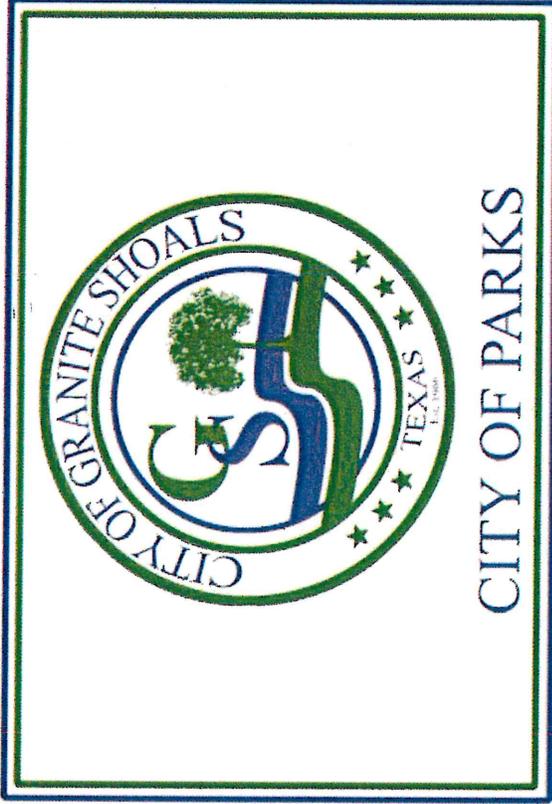
STREET MAINTENANCE SALES TAX FUND

Major Variance compared to Prior Year

<u>Revenue Change</u>	<u>Impact</u>
* Increase sales tax to 1% to \$120,000	\$ 86,000

<u>Expenditures Changes</u>	<u>Impact</u>
* Engineering cost for Street program	\$ 50,000
* Increase Street Paving maintenance budget	\$ 36,000
	\$ 86,000

Note: There is another \$80,00 in street maintenance in the Street department in the General fund. The total budget for street maintenance for both funds is \$200,000



FY 2016-2017 2016 PROPOSED TAX RATE

Public Hearing #1 - August 23, 2016

Public Hearing #2 – August 30, 2016



Taxable Values & Tax Rate Split

	2015 CURRENT	2016 PROPOSED	Change
Taxable Value – over 65	\$88,845,731	\$85,740,382	\$(3,105,349)
Over 65 & disability levy (revenue)	\$294,971	\$294,247	\$(724)
Taxes w/out Freeze (revenue)	\$462,620	\$477,745	\$15,125
Tax Savings to over 65 and Disability Property Owners	\$167,649	\$183,498	\$14,401
Adjusted Taxable Value	\$370,163,100	\$381,081,531	\$10,918,431
TOTAL TAXABLE VALUE	\$459,008,831	\$466,821,913	\$7,813,082
Maintenance & Operation	0.29200/\$100	0.32850/\$100	0.03650/\$100
Interest & Sinking	0.22870/\$100	0.22870/\$100	0.00000/\$100
Total Tax Rate	0.52070/\$100	0.55720/\$100	0.03650/\$100



Tax Impact on Proposed Rate increase

UPDATED

- Property tax Impact to an owner on \$100,000 property value without the over 65 exemption:

	<u>Current</u>	<u>Proposed</u>
➤ Property Value	\$100,000	\$100,000
➤ Property Tax rate/\$100	x <u>.5207</u>	x <u>.5572</u>
➤ Property Tax	\$ 520.70	\$ 557.20

On a \$100,000 property, the annual increase of property tax due to the proposed rate increase is \$36.50 or \$3.04 per month.
There would be no increase in taxes for the over 65 and disability tax ceiling (exemption)



Tax Rates Compared to Other Cities (per \$100 value)

• Marble Falls	\$ 0.64830
• Burnet	\$ 0.62650
• Granite Shoals	\$ 0.55720 (proposed)/\$ 0.5207
• Cottonwood	\$ 0.54380
• Liberty Hill	\$ 0.527842
• Horseshoe Bay – Llano	\$ 0.50000
• Bertram	\$ 0.48100
• Llano	\$ 0.39633
• Meadowlakes	\$ 0.31860



Tax Rate and Split Alternative

	2015 CURRENT	2016 PROPOSED	2016 ALTERNATIVE
Maintenance & Operation	0.29200/\$100	0.32850/\$100	0.32850/\$100
Interest & Sinking	0.22870/\$100	0.22870/\$100	0.21220/\$100
Total Tax Rate	0.52070/\$100	0.55720/\$100	0.54070/\$100
Change from Current		0.0365/\$100	0.0200/\$100
REVENUE			
M&O (General Fund)	\$1,246,291	\$1,425,328	\$1,425,328
I&S (Debt Fund)	\$976,119	\$992,306	\$929,426
Total required for debt service		\$(1,003,278)	\$(1,003,278)
One-time reduction in Fd Bal		\$(10,972)	\$(73,852)



Future Projections

	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
<u>Revenue</u>			
* Increase in Property Value per year 2.6%	\$ -	\$ 50,000	\$ 50,000
* Annexation of Beaver and Weibisles	\$ -	\$ -	\$ 100,000
<i>Impact to Property Tax Dollars</i>			
	\$ -	\$ 50,000	\$ 150,000
<u>Expenditures</u>			
* Lower Debt Fund Balance Reserves	\$ 73,852	\$ (73,852)	\$ -
* Eliminate the Park Cross Charge	\$ -	\$ (45,000)	\$ (45,000)
* Salary increases (projected 3% per year)		\$ (40,000)	\$ (40,000)
<i>Impact to Property Tax Dollars</i>			
	\$ 73,852	\$ (158,852)	\$ (85,000)
Net Impact to Property Tax	\$ 73,852	\$ (108,852)	\$ 65,000
Property Tax rate impact	\$ 0.01650	\$ (0.02856)	\$ 0.01706

Note: This analysis assumes that there are no capital purchases or cost increases in each year

General Fund Capital Plan	\$ -	\$ 109,192	\$ (131,378)
	\$ -	\$ 0.02865	\$ (0.03448)



**City of Granite Shoals, Texas
City Council Special Called Meeting
Agenda Item Cover Memo
August 15, 2016**

Agenda Item: Item 8. Review upcoming meeting schedule
Prepared By: City Secretary
Department: Administration

AGENDA CAPTION

8. Review schedule for required Public Hearings to be held on the proposed Budget and the proposed Tax Rate, respectively, on August 23rd and September 7th. *(City Manager Ken Nickel/Finance Director Wendy Gholson)*

At the August 9, 2016 City Council Regular Meeting, the City Council modified their schedule of upcoming meetings to replace the August 30th meeting with a September 7th meeting (when the 2nd Public Hearings on the Budget and Tax Rate will be held) and added a Special Called Meeting for Friday evening, September 16, 2016 at 6:00 PM to adopt both Budget and Tax Rate.

City of Granite Shoals, TX
PUBLIC NOTICE

The City of Granite Shoals will hold two public hearings on the proposed Fiscal Year 2016-2017 City Budget.

The first public hearing will be held on Tuesday, August 23, 2016 at 6:00 p.m., the second public hearing will be held on Wednesday, September 7, 2016 at 6:00 p.m. and both will be held at Granite Shoals City Hall, City Council Chambers, located at 2221 N. Phillips Ranch Road, Granite Shoals, Texas 78654.

The purpose of these hearings is to allow citizens opportunities to discuss the proposed budget. A copy of the proposed budget is available for review at City Hall. The proposed budget is also posted on the city website at www.graniteshoals.org. All information is on the **Financial Transparency** page of the website.

City Council is scheduled to consider the proposed budget for adoption at a Special Called City Council Meeting on Friday, September 16, 2016.

Citizens unable to attend the meetings may submit their views and proposals to Ken Nickel, City Manager, 2221 N. Phillips Ranch Road, Granite Shoals, Texas 78654. Or citymanager@graniteshoals.org.

NOTICE OF 2016 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF GRANITE SHOALS, TX

A tax rate of \$ 0.55720 per \$100 valuation has been proposed for adoption by the governing body of the City of Granite Shoals, Texas. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of the City of Granite Shoals, Texas proposes to use revenue attributable to the tax rate increase for the purpose of Municipal Operations.

PROPOSED TAX RATE	\$ 0.55720	per \$100
PRECEDING YEAR'S TAXRATE	\$ 0.52070	per \$100
EFFECTIVE TAX RATE	\$ 0.5144	per \$100
ROLLBACK TAX RATE	\$ 0.5574	per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for The City of Granite Shoals, Texas from the same properties in both the 2015 tax year and the 2016 tax year.

The rollback tax rate is the highest tax rate that the City of Granite Shoals, Texas may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

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

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

For assistance or detailed information about tax calculations, please contact:

Stan Hemphill, Burnet County Chief Appraiser

Granite Shoals, Texas tax assessor-collector

PO Box 908 / 223 S. Pierce

512-756-8291

burnetad@nctv.com

www.graniteshoals.org - Please see our Financial Transparency Page

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: Tuesday, August 23, 2016 at 6:00 PM at 2221 N. Phillips Ranch RD, Granite Shoals, TX 78654

Second Hearing: Wednesday, September 7, 2016 at 6:00 PM at 2221 N. Phillips Ranch RD, Granite Shoals, TX 78654

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Kristin,

- (1) the notice may not be smaller than one-quarter page of a standard-size or a tabloid-size newspaper; and
- (2) the headline on the notice must be in 24-point or larger type.

This may be published in the classified section/legal. Thank you! Elaine



**City of Granite Shoals, Texas
City Council Special Called Meeting
Agenda Item Cover Memo
August 15, 2016**

**Agenda Item: Item 9– Future Agenda Items
Prepared By: City Secretary
Department: Administration**

AGENDA CAPTION

9. 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 notice and posted in accordance with Texas Open Meeting law.

Monday, August 15, 2016

Special Called Meeting

w/ Budget Workshop

32 days to budget adoption

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
	Action	Receive Petition - Consider a proposed Ordinance to call a Referendum Election		Simpson	Council has option of Nov. or May
		Consider a proposed Ord. to call a Nov 2016 Arterial Road Improvement Bond Election		Simpson	Re-poll the Council
		Consider procuring a vehicle for the Fire Department and declaring certain Fire Department vehicles surplus and eligible to sell.		Nickel / Stanphill	
	Workshop	Budget Workshop		Nickel / Gholson	
	Workshop	Tax Rate Workshop		Nickel / Gholson	
	Discussion	Review of Public Hearing Schedule for Budget Public Hearings and Tax Rate Public Hearings, respectively.		Nickel / Gholson Simpson	
		Adjourn			

Tuesday, August 23, 2016

City Council Regular Meeting –

24 days to budget adoption

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
		SWAG Chair report		Smith	Chair Hardy
	Hear	CM/ACM/CS Reports			
	Pub. Hear	2016-2017 FY City of Granite Shoals Budget		Gholson/ Nickel	PH #1
	Pub Hear	2016 City of Granite Shoals proposed Tax Rate		Gholson / Nickel	PH #1
	Consent	Meeting Minutes August 9, 2016 Regular Meeting and August 15, 2016 Special Meeting/Budget Workshop		Simpson	
	Consent	Ord. 688 – Police Reserves as modified at August 9, 2016 meeting		Boshears	

	Consent	Declare one seat on Wildlife Advisory Committee as vacant		Simpson	As recommended by the WAC 8-10-2016
	Consider	Board and Commission Appointments		Simpson	
	Consider	Burnet County Contract for Fire Protection – Financial Support		Simpson	
	Wrkshp	Workshop related to Elm Creek Drainage as related to future public infrastructure improvements	Brugger	Nickel / Young	As postponed from August 9, 2016 Reg. City Council meeting.
		Written Department Reports			
		Future Agenda Items/Adjournment			

Wednesday, September 7, 2016
Special Called Meeting
Budget and Tax Rate Public Hearings (2nd Public Hearings)
9 days to budget adoption

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
	Pub. Hear	2016-2017 FY City of Granite Shoals Budget			PH #2
	Pub Hear	2016 City of Granite Shoals proposed Tax Rate			PH #2

September 13, 2016
City Council Regular Meeting –
Budget adoption/Tax Rate adoption scheduled date

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
	Hear	CM/ACM/CS Reports			
	Consent	Meeting Minutes August 23, 2016; Regular Meeting and September 7, 2016 – Special Meeting		Simpson	
	Consider	Board and Commission Appointments		Simpson	
	Consider	Resolutions 510 and 511 to authorize BCAD to sell tax foreclosure properties for bids received.		Simpson	Under legal review
	Consider	SWAG policy for trucks leaving debris	Morren	Young	As discussed by B. Young at 6-14-2016 meeting - SWAG Meeting 7/11/2016
	Consider	Res. To establish audit policy/financial controls related to Texas Municipal Retirement Service (TMRS)		Gholson	
	Consider	Annual review of the City Employees Personnel Manual.		Simpson	

	Future Agenda Items/Adjournment		
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Friday, September 16, 2016
Special Called Meeting
Budget and Tax Rate Adoption Meeting
0 days to budget adoption

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
	Consider	Proposed Ordinance to adopt the 2016-2017 City Budget		Nickel / Gholson	
	Consider	Ratify the tax rate increase as reflected in the 16-17 Budget.		Nickel / Gholson	If appropriate
	Consider	Proposed Ordinance to adopt the 2016 Tax Rate		Nickel / Gholson	

September 27, 2016
City Council Regular Meeting –

Item #	Action	Subject	Requestor	Staff	Status
1-3		CTO/Invocation/Pledge			
		Citizens Comments			
	Hear	CM/ACM/CS Reports			
	Consent	Meeting Minutes September 13, 2016; Regular Meeting and September 16, 2016 – Special Meeting		Simpson	
	Consider	Board and Commission Appointments		Simpson	
??	Consider	Airport Advisory Committee – recommendation for re-classification of Granite Shoals Airport		Nickel	Chair Haverlah
	Consider	Annual review of the City Employees Personnel Manual.		Simpson	
		Written Reports			
		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??
	Hear	Land Acquisition presentation related to City properties on FM 1431	Holland /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
	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	