



**TOWN OF SHADY SHORES  
REGULAR TOWN COUNCIL MEETING  
MARCH 14, 2016, 7:00 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD  
SHADY SHORES, TX 76208**

**AGENDA**

1. CALL TO ORDER
2. ROLL CALL  
Establish a quorum.
3. PLEDGE ALLEGIANCE TO THE UNITED STATES FLAG AND THE TEXAS FLAG.  
(HONOR THE TEXAS FLAG; I PLEDGE ALLEGIANCE TO THEE, TEXAS, ONE STATE UNDER GOD, ONE AND INDIVISIBLE.)
4. COUNCILMEMBER/COMMITTEE/STAFF REPORTS:
  - 4.I. MONTHLY REPORTS:
    - A. Community Events (Mindy Grimes)
    - B. Keep Shady Shores Beautiful (Ashlea Grimes)
    - C. Animal Control (Grimes)
    - D. Code Enforcement (Grimes)
    - E. Police Report (Haines)
    - F. Fire Report (Woolworth)
    - G. Planning and Zoning Report (Lea)
    - H. Staff Report (Withers)
    - I. Road Repairs and Flooding Issues Update
      1. Meadowlark Culvert Update
      2. Other drainage issues updates
    - J. Announcements
      1. Great American Clean Up; April 9, 2016
      2. Town Hall Closed March 25, 2016 in observance of Good Friday

Documents: [FEBRUARY 2016.PDF](#), [SS POLICE ACTIVITY 2016.PDF](#)

5. CONSENT AGENDA

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

- A. February 2016 Financial Reports
- B. Minutes of the January 27, 2016 Special Called Meeting
- C. Minutes of the February 8, 2016, Regular Town Council Meeting
- D. Minutes of the February 22, 2016, Special Called Meeting
- E. Approval of an Ordinance Canceling the May 7, 2016 General Election

Documents: [FEBRUARY 2016 FINANCIAL REPORTS.PDF](#), [CC 01.27.2016.DOCX](#), [CC MINUTES 02.08.2016.PDF](#), [CC MINUTES 02.22.2016.DOCX](#), [CANCELATION OF MAY 2016 ELECTION2.PDF](#), [CANCELATION OF MAY 2016 ELECTION2 \(3\).PDF](#)

6. CITIZENS COMMENTS-PURSUANT TO THE STATE OF TEXAS OPEN MEETINGS STATUTE:

The governing body of the Town of Shady Shores may not take action on items not posted on the agenda. Those items mentioned by citizens may be placed on a future agenda.

7. SOLID WASTE PROPOSALS

Consider and take action relative to accepting a proposal for Solid Waste Disposal and Recycling Services. Representatives from Waste Management and Community Waste Disposal (CWD) will be present to make a presentation.

Documents: [AGENDA MEMO SOLID WASTE COLLECTION 03.10.2016.PDF](#), [BID TABULATIONS RFP GARBAGE 03.10.2016.PDF](#)

8. FIRE DEPARTMENT CONTRACT

Receive information regarding the Fire Department Contract and upcoming negotiations.

Documents: [MEMO OVERNIGHT FIRE DEPARTMENT CONTRACT NEGOTIATIONS 03.10.2016.PDF](#), [PRELIMINARY PROPOSALS FOR NUMBERS.PDF](#)

9. CODE ENFORCEMENT SERVICES

Consider and act on accepting a proposal for Code Enforcement Services.

Documents: [CODE ENFORCEMENT SERVICES 03.08.2016.DOCX](#)

10. BUDGET COMMITTEE

Consider and act on appointing council members to serve on a Budget Committee. Committee members will work together to compile information; prepare and present preliminary budget information.

Documents: [AGENDA MEMO BUDGET COMMITTEE 03.14.2016.PDF](#)

11. GOVERNANCE POLICY AMENDMENT

Consider and take action relative to revising the Governance Police to include a provision setting a spending limit for Mayor approval of routine expenditures within the limits of the municipal budget.

Documents: [AGENDA MEMO AMENDMENT TO THE GOVERNANCE POLICY.PDF](#), [GOVERNANCE POLICY APPROVED FINAL 07.13.2015 AMENDED 03.01.2016.PDF](#)

12. ATMOS FRANCHISE AGREEMENT

Consider and discuss and take action relative to a franchise agreement renewal with Atmos Energy.

Documents: [ATMOS ENERGY MEMO 03.14.2016.PDF](#)

13. OVERNIGHT PARKING

Documents: [MEMO OVERNIGHT PARKING ORDINANCE 03.10.2016.PDF](#)

14. ROAD BARRIERS

Consider and take action relative to the placement of permanent barriers on S. Shady Shores Road and other areas of town if necessary.

Documents: [AGENDA MEMO ROAD BARRIERS.PDF](#), [SKMBT\\_C36016031022350.PDF](#)

15. EXECUTIVE SESSION: Pursuant To The Provisions Of Chapter 551, Texas Government Code, Vernon's Texas Codes Annotated, The Town Council May Hold A Closed Meeting.
- A. Government Code 551.074 - Personnel Matters  
to deliberate the appointment, employment, evaluation, reassignment, duties,  
discipline or dismissal of a public officer or employee; or to hear a complaint  
or charge against an officer or employee.
1. Discuss the position of the Mayor  
2. Discuss the evaluation of the Municipal Court Clerk 3. Discuss the position of Municipal Court Judge
- ACTION AS RESULT OF EXECUTIVE SESSION**  
Consider and take action on any items necessary as a result of Executive Session.

17. FUTURE AGENDA ITEMS AND STAFF DIRECTION  
Discuss future agenda items and provide staff direction.

18. ADJOURN

I, Cindy Aughinbaugh, Mayor Pro Tem of the Town of Shady Shores do hereby certify that the above notice of the Regular Council Meeting was posted on the bulletin board at the Community Center, 101 S. Shady Shores Road, Shady Shores, Texas on \_\_\_\_\_ day of \_\_\_\_\_, 2016 at \_\_\_\_\_.

Approved:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor

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

**IN ADDITION, A QUORUM OF PLANNING AND ZONING COMMISSION MEMBERS MAY CHOOSE TO ATTEND THE TOWN COUNCIL MEETING POSTED ABOVE. THEREFORE, THIS IS NOTICE OF A PLANNING AND ZONING COMMISSION MEETING AT THE SAME TIME AND PLACE, WITH THE SAME AGENDA AS THE TOWN COUNCIL MEETING. IN THE EVENT A QUORUM OF PLANNING AND ZONING COMMISSION MEMBERS ARE PRESENT AT THE MEETING, NO ACTION OF THE PLANNING AND ZONING COMMISSION WILL BE TAKEN. THIS NOTICE IS POSTED AT THE TIME STATED ABOVE.**





# CORINTH POLICE DEPARTMENT



## January 2016 Summary

### OFFENSES

<b>ASSAULTS</b>	
Misdemeanor	1
Felony	0
<b>FAMILY VIOLENCE ASSAULTS</b>	
Misdemeanor	0
Felony	0
<b>SEXUAL OFFENSES</b>	
Total Sexual Offenses	0
<b>DEATH - CRIMINAL (Homicide / Manslaughter)</b>	
Total Criminal Deaths	0
<b>MOTOR VEHICLE THEFTS</b>	
Total Motor Vehicle Thefts	0
<b>BURGLARY</b>	
Residential	0
Motor Vehicle	0
Business / Construction	0
<b>THEFT</b>	
General / Shoplifting	1
<b>ROBBERY</b>	
Individual	0
Business	0
<b>CRIMINAL MISCHIEF</b>	
Vandalism / Graffiti	2
<b>ALCOHOL RELATED</b>	
Driving While Intoxicated	0
Driving Under Influence - Minor	0
Public Intoxication	0
Other Alcohol Related	0
<b>DRUG RELATED</b>	
Possession of Drugs	0
Poss of Drug Paraphernalia	0
Manuf./ Delivery of Drugs	0
<b>TOTAL REPORTED OFFENSES</b>	<b>4</b>

### ACTIVITIES

<b>CALLS FOR SERVICE</b>	
Total Calls for Service	77
<b>COMMUNITY POLICING</b>	
Vacation Watches	70
Community Services Programs Presented	0
Community Services Functions Attended	0
Direct Patrol / Park and Walk	56
<b>ARRESTS</b>	
Juvenile	0
Adult	1
<b>Total Arrests</b>	<b>1</b>
<b>INVESTIGATIONS</b>	
New Cases	4
Cases Cleared	2
Cases Declared Inactive	0
Cases Filed	4
<b>TRAFFIC ENFORCEMENT</b>	
Citations - Traffic	7
Citations - Non-Traffic	0
<b>Total Citations</b>	<b>7</b>
Warnings	6
<b>Total Citations / Warnings</b>	<b>13</b>
<b>MOTOR VEHICLE ACCIDENTS</b>	
Offense Related	0
Traffic Accidents - Injury	1
Traffic Accidents - No Injury	0
<b>Total Accidents</b>	<b>1</b>
<b>FALSE ALARMS</b>	
False Alarms	6
<b>JUVENILE CURFEW ENFORCEMENT</b>	
Citations	0
Arrests	0
<b>OFFICER CONDUCT</b>	
Commendations Received	1
Complaints Received	1
Complaints Substantiated/Sustained	0
Complaints Unsubstantiated / Not Sustained	0

**Town of Shady Shores**  
**Balance Sheet**  
 As of February 29, 2016

	Feb 29, 16
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1040 · Petty cash	150.00
1200 · General Fund Checking-Northstar	951,455.81
1220 · Fund Balance (General)	540,587.45
1230 · Reserve Account	325,355.35
1231 · Reserve Acct - GreenBank	247,154.58
1232 · Reserve Acct - TX Republic Bank	248,536.83
1250 · CD's	253,014.80
Total Checking/Savings	2,566,254.82
Accounts Receivable	
1110 · Accounts receivable	-7,399.50
Total Accounts Receivable	-7,399.50
Other Current Assets	
1452 · INTEREST RECEIVABLE	254.63
1461 · Taxes Receivable	11,733.30
1463 · Rent Deposit	-200.00
Total Other Current Assets	11,787.93
Total Current Assets	2,570,643.25
<b>TOTAL ASSETS</b>	<b>2,570,643.25</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts payable	57,492.32
Total Accounts Payable	57,492.32
Other Current Liabilities	
2100 · Payroll Liabilities	-594.61
2101 · Payroll Liability	1,006.73
2111 · Direct Deposit Liabilities	206.24
2151 · Deferred Taxes	11,629.86
2160 · Municipal Court Technology Fund	238.00
2161 · Municipal Court Security Fund	182.00
2162 · Child Safety Fees	2,507.14
Total Other Current Liabilities	15,175.36
Total Current Liabilities	72,667.68
Total Liabilities	72,667.68
Equity	
3001 · Opening Bal Equity	
3002 · General Reserve Account	300,000.00
3003 · Roads and Bridges Reserve Accou	848,505.77
3004 · Capital Improvements Reserve	100,000.00
Total 3001 · Opening Bal Equity	1,248,505.77
3010 · Unrestrict (retained earnings)	815,162.94
Net Income	434,306.86
Total Equity	2,497,975.57
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,570,643.25</b>

## Town of Shady Shores Profit & Loss Budget vs. Actual October 2015 through February 2016

	Oct '15 - F...	Budget	\$ Over Bu...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Town Services Revenue				
4010 · Ad Valorem Tax	743,939.75	773,377.00	-29,437.25	96.2%
4050 · Sales Tax	33,458.96	75,000.00	-41,541.04	44.6%
4130 · Permits/Variances	15,296.00	50,000.00	-34,704.00	30.6%
4140 · Inspections	1,440.00	12,000.00	-10,560.00	12.0%
4400 · Interest Earned	2,590.76	6,000.00	-3,409.24	43.2%
4540 · Local government grants	0.00			
4800 · Municipal Court Fines	14,419.26	20,000.00	-5,580.74	72.1%
4900 · Facility Rental	500.00	2,000.00	-1,500.00	25.0%
4901 · Reimbursements	0.00	100.00	-100.00	0.0%
4902 · Community Events Income	1,154.99	500.00	654.99	231.0%
<b>Total 4000 · Town Services Revenue</b>	<b>812,799.72</b>	<b>938,977.00</b>	<b>-126,177.28</b>	<b>86.6%</b>
5000 · Franchise Revenues				
5010 · TXU	80,049.27	80,000.00	49.27	100.1%
5020 · Atmos Energy	0.00	26,000.00	-26,000.00	0.0%
5030 · CoServe	64.68	50.00	14.68	129.4%
5040 · Century Telephone	1,589.16	2,800.00	-1,210.84	56.8%
5050 · Charter Communication	12,445.99	20,000.00	-7,554.01	62.2%
5070 · Waste Management	434.37	1,500.00	-1,065.63	29.0%
<b>Total 5000 · Franchise Revenues</b>	<b>94,583.47</b>	<b>130,350.00</b>	<b>-35,766.53</b>	<b>72.6%</b>
6000 · Budgeted Fund Balance	0.00	301,462.00	-301,462.00	0.0%
<b>Total Income</b>	<b>907,383.19</b>	<b>1,370,789.00</b>	<b>-463,405.81</b>	<b>66.2%</b>
<b>Expense</b>				
7400 · Contract Labor expenses				
7410 · Animal Control	7,315.00	15,400.00	-8,085.00	47.5%
7415 · Code Enforcement Officer	4,200.00	14,000.00	-9,800.00	30.0%
7420 · Fire Dept	153,486.96	306,974.00	-153,487.04	50.0%
7430 · Building Inspector	8,945.00	25,000.00	-16,055.00	35.8%
7440 · Library	14,523.00	29,046.00	-14,523.00	50.0%
7460 · Police Patrol Svc	80,062.50	160,125.00	-80,062.50	50.0%
<b>Total 7400 · Contract Labor expenses</b>	<b>268,532.46</b>	<b>550,545.00</b>	<b>-282,012.54</b>	<b>48.8%</b>
7500 · Professional Svc expenses				
7510 · Attorney fees	20,500.00	65,000.00	-44,500.00	31.5%
7520 · Accounting/Audit fees	6,600.00	6,800.00	-200.00	97.1%
7530 · Engineer fees	33,358.06	50,000.00	-16,641.94	66.7%
7540 · Secretary	0.00	0.00	0.00	0.0%
7552 · Municipal Judge	1,050.00	2,100.00	-1,050.00	50.0%
7560 · Payroll Tax	0.00			
<b>Total 7500 · Professional Svc expenses</b>	<b>61,508.06</b>	<b>123,900.00</b>	<b>-62,391.94</b>	<b>49.6%</b>
7600 · Personnel Expenses				
7640 · Town Secretary	26,760.11	65,100.00	-38,339.89	41.1%
7650 · Office Clerk	0.00	0.00	0.00	0.0%
7655 · Municipal Court Clerk	18,392.00	45,645.00	-27,253.00	40.3%
7656 · Landscape Technician	474.50	5,000.00	-4,525.50	9.5%
7660 · Payroll Tax	4,395.31	9,000.00	-4,604.69	48.8%
7661 · TMRS	189.52	5,550.00	-5,360.48	3.4%
7662 · Misc/Other	0.00	5,000.00	-5,000.00	0.0%
7663 · Staff Development	1,806.58	10,000.00	-8,193.42	18.1%
<b>Total 7600 · Personnel Expenses</b>	<b>52,018.02</b>	<b>145,295.00</b>	<b>-93,276.98</b>	<b>35.8%</b>
8000 · Infrastructure				
8010 · Signs	99.00	1,500.00	-1,401.00	6.6%
8030 · Regional Storm Water Program	8,600.00	2,500.00	6,100.00	344.0%
8050 · Grants NCTCOG-FEMA CTP	28,000.00	30,000.00	-2,000.00	93.3%
8060 · Roads / Streets	113.12	350,000.00	-349,886.88	0.0%
8070 · Public Works				
8070a · public works materials	425.81			
8070 · Public Works - Other	12,771.20	30,000.00	-17,228.80	42.6%

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 Cash Basis

## Town of Shady Shores Profit & Loss Budget vs. Actual October 2015 through February 2016

	Oct '15 - F...	Budget	\$ Over Bu...	% of Budget
Total 8070 · Public Works	13,197.01	30,000.00	-16,802.99	44.0%
Total 8000 · Infrastructure	50,009.13	414,000.00	-363,990.87	12.1%
8100 · Non-personnel expenses				
8110 · Office Supplies	924.00	2,500.00	-1,576.00	37.0%
8115 · Texas Municipal League	4,321.85	4,400.00	-78.15	98.2%
8120 · Legal Advertising	346.10	2,000.00	-1,653.90	17.3%
8130 · Computer Expenses	9,738.06	15,000.00	-5,261.94	64.9%
8140 · Postage, shipping, delivery	708.18	700.00	8.18	101.2%
8180 · Books, subscriptions, reference	48.00	250.00	-202.00	19.2%
8185 · Codification	2,115.00	1,500.00	615.00	141.0%
8190 · Election expenses	0.00	4,000.00	-4,000.00	0.0%
Total 8100 · Non-personnel expenses	18,201.19	30,350.00	-12,148.81	60.0%
8200 · Occupancy expenses				
8205 · Telephone - CenturyTel	447.85	1,300.00	-852.15	34.5%
8210 · Utility Atmos Energy	609.04	1,000.00	-390.96	60.9%
8215 · Utility LCMUA	409.36	1,200.00	-790.64	34.1%
8220 · Utility Electric	4,621.49	14,000.00	-9,378.51	33.0%
8250 · Building Maintenance				
8250a · materials	203.04			
8250 · Building Maintenance - Other	4,753.80	20,400.00	-15,646.20	23.3%
Total 8250 · Building Maintenance	4,956.84	20,400.00	-15,443.16	24.3%
Total 8200 · Occupancy expenses	11,044.58	37,900.00	-26,855.42	29.1%
8500 · Misc expenses				
8510 · Dues	500.00	500.00	0.00	100.0%
8515 · Promotional	0.00	1,500.00	-1,500.00	0.0%
8517 · Community Events	2,392.10	4,300.00	-1,907.90	55.6%
8518 · KSSB	1,420.86	6,000.00	-4,579.14	23.7%
8520 · Ad Valorem Tax Svc	1,258.89	7,500.00	-6,241.11	16.8%
8540 · Staff development	0.00	0.00	0.00	0.0%
8550 · Municipal Court Fines to State	5,339.84	10,000.00	-4,660.16	53.4%
8551 · Municipal Court Software Mnt	0.00	0.00	0.00	0.0%
8552 · Municipal Court Jury Service	0.00	500.00	-500.00	0.0%
8570 · Advertising expenses	0.00	500.00	-500.00	0.0%
8580 · Contingency provisions	0.00	33,649.00	-33,649.00	0.0%
8585 · Delinquent Ticket Collection Fee	192.00	2,000.00	-1,808.00	9.6%
8590 · Other expenses	0.00	200.00	-200.00	0.0%
8591 · Bank Service Charge	0.00	150.00	-150.00	0.0%
8592 · Building Deposit Refund	400.00	2,000.00	-1,600.00	20.0%
8500 · Misc expenses - Other	259.20			
Total 8500 · Misc expenses	11,762.89	68,799.00	-57,036.11	17.1%
Total Expense	473,076.33	1,370,789.00	-897,712.67	34.5%
Net Ordinary Income	434,306.86	0.00	434,306.86	100.0%
Net Income	<u>434,306.86</u>	<u>0.00</u>	<u>434,306.86</u>	<u>100.0%</u>

## Town of Shady Shores Revenue & Expenditure Detail February 2016

Date	Memo	Amount
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>4000 · Town Services Revenue</b>		
<b>4010 · Ad Valorem Tax</b>		
02/01/2016	Deposit	9,022.23
02/02/2016	Deposit	20,205.44
02/03/2016	Deposit	29,843.01
02/04/2016	Deposit	11,553.57
02/05/2016	Deposit	5,816.43
02/08/2016	Deposit	17,478.68
02/09/2016	Deposit	9,533.29
02/10/2016	Deposit	12,630.37
02/11/2016	Deposit	325.76
02/12/2016	Deposit	2,845.42
02/18/2016	Deposit	587.62
02/19/2016	Deposit	1,129.85
02/22/2016	Deposit	65.45
02/23/2016	Deposit	103.45
02/24/2016	Deposit	778.52
02/26/2016	Deposit	10.14
02/26/2016	Deposit	120.56
02/29/2016	Deposit	303.42
Total 4010 · Ad Valorem Tax		122,353.21
<b>4050 · Sales Tax</b>		
02/16/2016	Deposit	9,907.58
Total 4050 · Sales Tax		9,907.58
<b>4130 · Permits/Variances</b>		
02/01/2016	permit # 2048	414.00
02/02/2016	312 W SS Road-...	90.00
02/04/2016	HANGAR-144 HI...	2,768.00
02/08/2016	16 Hidden Valley...	130.00
02/09/2016	630 Cielo Lane r...	130.00
02/12/2016	Deposit	115.00
02/18/2016	107 Palomino-pl...	130.00
02/18/2016	317 Oakwood Cir...	130.00
02/26/2016	100 Shadow Lane	130.00
Total 4130 · Permits/Varia...		4,037.00
<b>4400 · Interest Earned</b>		
02/29/2016	Interest	168.31
02/29/2016	Interest	335.65
Total 4400 · Interest Earned		503.96
<b>4800 · Municipal Court Fines</b>		
02/01/2016	mc1035	193.00
02/01/2016	mc3103	100.00
02/04/2016	MC5002	102.00
02/04/2016	Deposit	193.00
02/10/2016	mc4743	30.00
02/16/2016	mc3888	50.00
02/16/2016	mc4804	50.00
02/16/2016	mc4325	18.00
02/25/2016	mc1823 & mc18...	819.30
Total 4800 · Municipal Co...		1,555.30
<b>4900 · Facility Rental</b>		
02/01/2016	january 29 rental	75.00
Total 4900 · Facility Rental		75.00
Total 4000 · Town Services R...		138,432.05
<b>5000 · Franchise Revenues</b>		
<b>5030 · CoServe</b>		
02/22/2016	Deposit	64.68
Total 5030 · CoServe		64.68

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 03/08/16  
 Accrual Basis

## Town of Shady Shores Revenue & Expenditure Detail February 2016

Date	Memo	Amount
<b>5040 · Century Telephone</b>		
02/22/2016	Deposit	829.80
Total 5040 · Century Tele...		829.80
<b>5050 · Charter Communication</b>		
02/16/2016	Deposit	526.23
02/22/2016	Deposit	4,715.01
02/22/2016	Deposit	927.75
Total 5050 · Charter Com...		6,168.99
<b>5070 · Waste Management</b>		
02/01/2016	recycling receipt...	431.45
Total 5070 · Waste Mana...		431.45
Total 5000 · Franchise Reven...		7,494.92
Total Income		145,926.97
<b>Expense</b>		
<b>7400 · Contract Labor expenses</b>		
<b>7410 · Animal Control</b>		
02/01/2016	animal control	1,155.00
02/29/2016	animal control M...	1,155.00
Total 7410 · Animal Control		2,310.00
<b>7415 · Code Enforcement Officer</b>		
02/01/2016	code enforcement	600.00
02/29/2016	March Code Enf...	600.00
02/29/2016	For CHK voided ...	600.00
Total 7415 · Code Enforce...		1,800.00
<b>7420 · Fire Dept</b>		
02/08/2016		25,581.16
Total 7420 · Fire Dept		25,581.16
<b>7430 · Building Inspector</b>		
02/16/2016	building inspectio...	1,110.00
02/16/2016	septic inspections	150.00
Total 7430 · Building Insp...		1,260.00
Total 7400 · Contract Labor e...		30,951.16
<b>7500 · Professional Svc expenses</b>		
<b>7510 · Attorney fees</b>		
02/22/2016	January Billing	5,062.50
Total 7510 · Attorney fees		5,062.50
<b>7520 · Accounting/Audit fees</b>		
02/08/2016	annual audit	6,600.00
Total 7520 · Accounting/A...		6,600.00
<b>7530 · Engineer fees</b>		
02/16/2016	invoice 11829	3,186.00
02/16/2016	invoice 11816	8,356.49
02/16/2016	invoice 11815	1,200.00
Total 7530 · Engineer fees		12,742.49
<b>7552 · Municipal Judge</b>		
02/29/2016		175.00
Total 7552 · Municipal Jud...		175.00
<b>7560 · Payroll Tax</b>		
02/08/2016	Direct Deposit	38.46
02/08/2016	Direct Deposit	-38.46
02/08/2016	Direct Deposit	56.34
02/08/2016	Direct Deposit	-56.34
02/22/2016	Direct Deposit	38.00
02/22/2016	Direct Deposit	-38.00

## Town of Shady Shores Revenue & Expenditure Detail February 2016

Date	Memo	Amount
02/22/2016	Direct Deposit	38.45
02/22/2016	Direct Deposit	-38.45
Total 7560 · Payroll Tax		0.00
Total 7500 · Professional Svc...		24,579.99
<b>7600 · Personnel Expenses</b>		
<b>7640 · Town Secretary</b>		
02/08/2016	Direct Deposit	1,282.93
02/08/2016	Direct Deposit	1,166.30
02/22/2016	Direct Deposit	2,449.23
Total 7640 · Town Secretary		4,898.46
<b>7655 · Municipal Court Clerk</b>		
02/08/2016	Direct Deposit	1,672.00
02/22/2016	Direct Deposit	1,504.80
02/22/2016	Direct Deposit	167.20
Total 7655 · Municipal Co...		3,344.00
<b>7660 · Payroll Tax</b>		
02/08/2016	Direct Deposit	103.66
02/08/2016	Direct Deposit	24.24
02/08/2016	Direct Deposit	151.86
02/08/2016	Direct Deposit	35.51
02/22/2016	Direct Deposit	151.85
02/22/2016	Direct Deposit	35.52
02/22/2016	Direct Deposit	103.67
02/22/2016	Direct Deposit	24.25
Total 7660 · Payroll Tax		630.56
<b>7661 · TMRS</b>		
02/01/2016	City Council Porti...	95.61
Total 7661 · TMRS		95.61
<b>7663 · Staff Development</b>		
02/02/2016	mileage and park...	77.58
02/02/2016	mileage and park...	77.58
02/09/2016	training for amber	265.00
Total 7663 · Staff Develop...		420.16
Total 7600 · Personnel Expen...		9,388.79
<b>8000 · Infrastructure</b>		
<b>8070 · Public Works</b>		
<b>8070a · public works materials</b>		
02/01/2016	blacktop patch	154.68
02/22/2016	materials dump t...	75.00
Total 8070a · public w...		229.68
<b>8070 · Public Works - Other</b>		
02/01/2016	December Tickets	2,005.00
02/22/2016	labor	1,945.00
Total 8070 · Public Wo...		3,950.00
Total 8070 · Public Works		4,179.68
Total 8000 · Infrastructure		4,179.68
<b>8100 · Non-personnel expenses</b>		
<b>8110 · Office Supplies</b>		
02/05/2016	Fee for 2 direct d...	3.50
02/05/2016	Sales Tax for TX	0.23
02/05/2016	Reverse of GJE ...	-50.75
02/08/2016	texas archives	10.00
02/08/2016	court jackets	120.00
02/19/2016	Fee for 2 direct d...	3.50
02/19/2016	Sales Tax for TX	0.23
02/22/2016	miscellaneous fo...	4.32

## Town of Shady Shores Revenue & Expenditure Detail February 2016

Date	Memo	Amount
	Total 8110 · Office Supplies	91.03
	<b>8120 · Legal Advertising</b>	
02/08/2016	legal advertising	37.00
	Total 8120 · Legal Adverti...	37.00
	<b>8130 · Computer Expenses</b>	
02/08/2016	adobe	14.99
02/16/2016	computer services	86.58
02/29/2016		3,312.00
	Total 8130 · Computer Ex...	3,413.57
	<b>8140 · Postage, shipping, delivery</b>	
02/10/2016	postage and ship...	25.50
02/11/2016	postage and ship...	12.75
02/22/2016	postage shipping...	31.00
	Total 8140 · Postage, ship...	69.25
	<b>8185 · Codification</b>	
02/29/2016	final payment	2,115.00
	Total 8185 · Codification	2,115.00
	Total 8100 · Non-personnel e...	5,725.85
	<b>8200 · Occupancy expenses</b>	
	<b>8205 · Telephone - CenturyTel</b>	
02/16/2016	telephone services	89.97
	Total 8205 · Telephone - ...	89.97
	<b>8210 · Utility Atmos Energy</b>	
02/01/2016		154.91
02/29/2016	80-000460979-0...	165.89
	Total 8210 · Utility Atmos ...	320.80
	<b>8215 · Utility LCMUA</b>	
02/08/2016		94.81
	Total 8215 · Utility LCMUA	94.81
	<b>8220 · Utility Electric</b>	
02/22/2016	electric utilities	831.49
	Total 8220 · Utility Electric	831.49
	<b>8250 · Building Maintenance</b>	
02/05/2016	Reverse of GJE ...	-75.00
02/08/2016	balance due on p...	718.00
02/24/2016	new flags for out...	73.61
02/29/2016	building mainten...	600.00
02/29/2016	town hall cleaning	150.00
	Total 8250 · Building Main...	1,466.61
	Total 8200 · Occupancy expe...	2,803.68
	<b>8500 · Misc expenses</b>	
	<b>8550 · Municipal Court Fines to State</b>	
02/08/2016	117171	372.00
	Total 8550 · Municipal Co...	372.00
	<b>8500 · Misc expenses - Other</b>	
02/01/2016	miscellaneous ex...	60.57
02/05/2016	Reverse of GJE ...	-60.27
02/19/2016	flowers for memo...	105.00
	Total 8500 · Misc expense...	105.30
	Total 8500 · Misc expenses	477.30
	Total Expense	78,106.45

2:11 PM  
03/08/16  
Accrual Basis

**Town of Shady Shores**  
**Revenue & Expenditure Detail**  
February 2016

<u>Date</u>	<u>Memo</u>	<u>Amount</u>
	Net Ordinary Income	<u>67,820.52</u>
	<b>Net Income</b>	<b><u><u>67,820.52</u></u></b>

# Town of Shady Shores Statement of Cash Flows February 2016

	Feb 16
<b>OPERATING ACTIVITIES</b>	
Net Income	67,820.52
Adjustments to reconcile Net Income to net cash provided by operations:	
2100 · Payroll Liabilities	-1,721.10
2160 · Municipal Court Technology Fund	24.00
2161 · Municipal Court Security Fund	18.00
2162 · Child Safety Fees	-306.00
Net cash provided by Operating Activities	<u>65,835.42</u>
Net cash increase for period	65,835.42
Cash at beginning of period	2,500,419.40
Cash at end of period	<u><u>2,566,254.82</u></u>

Town of Shady Shores

3/8/2016 2:13 PM

Register: 1200 · General Fund Checking-Northstar

From 02/01/2016 through 02/29/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/01/2016			-split-	Deposit		X	1,220.45	887,009.15
02/01/2016			4010 · Ad ValoremTax	Deposit		X	9,022.23	896,031.38
02/01/2016	DRAFT	Internal Revenue Ser...	-split-	75-6037224	1,721.10	X		894,310.28
02/01/2016	9102	ATMOS	8210 · Utility Atmos E...		154.91	X		894,155.37
02/01/2016	9103	Americas Code Enfor...	7415 · Code Enforcem...		600.00	X		893,555.37
02/01/2016	9104	ALL AMERICAN D...	7410 · Animal Control		1,155.00	X		892,400.37
02/01/2016	9105	Consolidated Traffic ...	2162 · Child Safety Fees		306.00	X		892,094.37
02/01/2016	9106	Bill Bounds	-split-		2,159.68	X		889,934.69
02/01/2016	9107	TMRS	-split-		507.73	X		889,426.96
02/01/2016	To Print	holly's	8500 · Misc expenses		60.57	X		889,366.39
02/02/2016			4130 · Permits/Variances	Deposit		X	90.00	889,456.39
02/02/2016			4010 · Ad ValoremTax	Deposit		X	20,205.44	909,661.83
02/02/2016	9108	Wendy S Withers	7663 · Staff Developm...		77.58	X		909,584.25
02/02/2016	9109	Amber Schuler	7663 · Staff Developm...		77.58	X		909,506.67
02/03/2016			4010 · Ad ValoremTax	Deposit		X	29,843.01	939,349.68
02/04/2016			-split-	Deposit		X	2,877.00	942,226.68
02/04/2016			4010 · Ad ValoremTax	Deposit		X	11,553.57	953,780.25
02/04/2016			-split-	Deposit		X	200.00	953,980.25
02/05/2016			4010 · Ad ValoremTax	Deposit		X	5,816.43	959,796.68
02/05/2016		QuickBooks Payroll ...	-split-	Created by Pay...	3,373.63	X		956,423.05
02/05/2016	CPA53R	Genny Jackson	8250 · Building Mainte...	Reverse of GJE...		X	75.00	956,498.05
02/05/2016	CPA54R	holly's	8500 · Misc expenses	Reverse of GJE...		X	60.27	956,558.32
02/05/2016	CPA55R	Denton County	8110 · Office Supplies	Reverse of GJE...		X	50.75	956,609.07
02/08/2016			4130 · Permits/Variances	Deposit		X	130.00	956,739.07
02/08/2016			4010 · Ad ValoremTax	Deposit		X	17,478.68	974,217.75
02/08/2016	draft	Internal Revenue Ser...	-split-	75-6037224	860.54	X		973,357.21
02/08/2016	draft	ADOBE SYSTEMS	8130 · Computer Expe...		14.99	X		973,342.22
02/08/2016	9110	Hankins, Eastup, Dea...	7520 · Accounting/Au...		6,600.00	X		966,742.22
02/08/2016	9111	McCreary, Veselka, ...	8550 · Municipal Cour...		372.00	X		966,370.22
02/08/2016	9112	LCMUA	8215 · Utility LCMUA		94.81	X		966,275.41
02/08/2016	9113	Denton Publishing C...	8120 · Legal Advertising		37.00	X		966,238.41
02/08/2016	9114	Texas Archives	8110 · Office Supplies		10.00	X		966,228.41
02/08/2016	9115	City of Corinth	7420 · Fire Dept		25,581.16	X		940,647.25
02/08/2016	9116	Nu-Art Printing	8110 · Office Supplies		120.00	X		940,527.25
02/08/2016	9117	PONDEROSA SOU...	8250 · Building Mainte...		718.00	X		939,809.25
02/08/2016	To Print	Wendy S Withers	-split-	Direct Deposit		X		939,809.25
02/08/2016	To Print	Amber L Schuler	-split-	Direct Deposit		X		939,809.25
02/09/2016			4130 · Permits/Variances	Deposit		X	130.00	939,939.25
02/09/2016			4010 · Ad ValoremTax	Deposit		X	9,533.29	949,472.54
02/09/2016	draft	Texas Municipal Cle...	7663 · Staff Developm...		265.00	X		949,207.54

Town of Shady Shores

3/8/2016 2:13 PM

Register: 1200 · General Fund Checking-Northstar

From 02/01/2016 through 02/29/2016

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
02/10/2016			4800 · Municipal Cour...	Deposit			30.00	949,237.54
02/10/2016			4010 · Ad ValoremTax	Deposit		X	12,630.37	961,867.91
02/10/2016	draft	Fed Ex	8140 · Postage, shippin...		25.50	X		961,842.41
02/11/2016			4010 · Ad ValoremTax	Deposit		X	325.76	962,168.17
02/11/2016	draft	Fed Ex	8140 · Postage, shippin...		12.75	X		962,155.42
02/12/2016			4130 · Permits/Variances	Deposit		X	115.00	962,270.42
02/12/2016			4010 · Ad ValoremTax	Deposit		X	2,845.42	965,115.84
02/16/2016			-split-	Deposit		X	626.23	965,742.07
02/16/2016			4050 · Sales Tax	Deposit		X	9,907.58	975,649.65
02/16/2016			-split-	Deposit		X	25.00	975,674.65
02/16/2016	9118	Steve Koehler	7430 · Building Inspec...		1,110.00	X		974,564.65
02/16/2016	9119	charter Business	-split-		176.55	X		974,388.10
02/16/2016	9120	Bailey Environmental	7430 · Building Inspec...		150.00	X		974,238.10
02/16/2016	9121	Binkley&Barfield	-split-		12,742.49	X		961,495.61
02/18/2016			-split-	Deposit		X	260.00	961,755.61
02/18/2016			4010 · Ad ValoremTax	Deposit		X	587.62	962,343.23
02/19/2016			4010 · Ad ValoremTax	Deposit		X	1,129.85	963,473.08
02/19/2016	draft	holly's	8500 · Misc expenses		105.00	X		963,368.08
02/19/2016	Draft	Internal Revenue Ser...	-split-	75-6037224	860.58	X		962,507.50
02/19/2016		QuickBooks Payroll ...	-split-	Created by Pay...	3,373.61	X		959,133.89
02/22/2016			-split-	Deposit		X	6,537.24	965,671.13
02/22/2016			4010 · Ad ValoremTax	Deposit		X	65.45	965,736.58
02/22/2016	draft	walgreens	8110 · Office Supplies		4.32	X		965,732.26
02/22/2016	draft	Fed Ex	8140 · Postage, shippin...		31.00	X		965,701.26
02/22/2016	9122	Bill Bounds	-split-		2,020.00	X		963,681.26
02/22/2016	9123	StarTex Power	8220 · Utility Electric		831.49			962,849.77
02/22/2016	9124	Shepherd Law Firm	7510 · Attorney fees		5,062.50	X		957,787.27
02/22/2016	9122	Amber L Schuler	-split-	Direct Deposit				957,787.27
02/22/2016	9123	Wendy S Withers	-split-	Direct Deposit				957,787.27
02/23/2016			4010 · Ad ValoremTax	Deposit		X	103.45	957,890.72
02/24/2016			4010 · Ad ValoremTax	Deposit		X	778.52	958,669.24
02/24/2016	draft	Betsy Ross Flag	8250 · Building Mainte...		73.61	X		958,595.63
02/25/2016			-split-	Deposit		X	833.30	959,428.93
02/26/2016			4010 · Ad ValoremTax	Deposit		X	10.14	959,439.07
02/26/2016			4010 · Ad ValoremTax	Deposit		X	120.56	959,559.63
02/26/2016			4130 · Permits/Variances	Deposit		X	130.00	959,689.63
02/29/2016			4010 · Ad ValoremTax	Deposit		X	303.42	959,993.05
02/29/2016			4400 · Interest Earned	Interest		X	335.65	960,328.70
02/29/2016	9125	Franklin Legal Publi...	8185 · Codification		2,115.00			958,213.70
02/29/2016	9126	Americas Code Enfor...	7415 · Code Enforcem...		600.00			957,613.70

Town of Shady Shores

3/8/2016 2:13 PM

Register: 1200 · General Fund Checking-Northstar

From 02/01/2016 through 02/29/2016

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
02/29/2016	9127	Civic Plus	8130 · Computer Expe...		3,312.00			954,301.70
02/29/2016	9128	Bill Bounds	8250 · Building Mainte...		600.00			953,701.70
02/29/2016	9129	Angie Warner	7552 · Municipal Judge		175.00			953,526.70
02/29/2016	9130	Genny Jackson	8250 · Building Mainte...		150.00			953,376.70
02/29/2016	9131	ALL AMERICAN D...	7410 · Animal Control		1,155.00			952,221.70
02/29/2016	9132	Atmos Energy	8210 · Utility Atmos E...	80-000460979-...	165.89			952,055.81
02/29/2016	CPA72	Americas Code Enfor...	7415 · Code Enforcem...	For CHK void...	600.00			951,455.81



**SHADY SHORES TOWN COUNCIL  
SPECIAL CALLED MEETING  
JANUARY 27, 2016 7:00 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD**

**MINUTES**

Cindy Spencer	Mayor	Absent
Cindy Aughinbaugh	Mayor Pro Tem	Present
Charles Grimes	Councilmember	Present
Matthew Haines	Councilmember	Present
Paula Woolworth	Councilmember	Present
Tom Newell	Councilmember	Present

Also Present: Amber Schuler, Deputy Town Secretary; Jim Shepherd, Town Attorney

**1. CALL TO ORDER**

Mayor Pro Tem Cindy Aughinbaugh called the meeting to order at 7:02 pm.

**2. ROLL CALL**

Establish a quorum.

The Mayor Pro Tem called the roll and a quorum was established for the record.

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

**4. HAZARD MITIGATION**

Consider and approve a resolution approving the Denton County Hazard Mitigation plan.

Documents: [AGENDA MEMO HAZARD MITIGATION 01.22.2016.PDF](#), [DENTON MUNICIPALITIES HAZMAP RESOLUTION EX \(2\).PDF](#), [DENTON COUNTY TDEM APA NOTICE .PDF](#), [SHADY SHORES ANNEX HAZARD MITIGATION PLAN.PDF](#)

Charles Grimes made a motion to recess into executive session. Tom Newell seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously and the council recessed into executive session at 7:08 pm.

Paula Woolworth made a motion to reconvene into open session. Matthew Haines seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously and the council reconvened into open session at 7:43 pm.

Paula Woolworth made a motion stating, given the Hazard Mitigation Plan would need to be approved by February 1, 2016 by a resolution of the Town Council and that FEMA will not accept edits to the boiler plate Resolution language or changes to the plan, to approve the Resolution recognizing the fact that the current Denton County Hazard Mitigation Plan has typographical errors in it as well as material items in need of updating to Annex U; however the benefits of adopting the plan outweigh the errors. Matthew Haines seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Newell, Woolworth

NAYS: None

The motion passed unanimously.

5.

## 5. ADJOURN

Charles Grimes made a motion to adjourn. Tom Newell seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Newell, Woolworth

NAYS: None

The motion passed unanimously and the meeting was adjourned at 7:46 pm.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Secretary

DRAFT



SHADY SHORES TOWN COUNCIL  
REGULAR MEETING  
FEBRUARY 8, 2016 7:00 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD

Cindy Spencer	Mayor	Absent
Cindy Aughinbaugh	Mayor Pro Tem	Present
Charles Grimes	Councilmember	Present
Matthew Haines	Councilmember	Present
Paula Woolworth	Councilmember	Present
Tom Newell	Councilmember	Present

**Also Present: Wendy Withers, Town Secretary; Amber Schuler, Deputy Town Secretary, Jim Shepherd, Town Attorney; Richard Arvizu, Town Engineer**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Establish a quorum.

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

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

**4. COUNCILMEMBER/COMMITTEE/STAFF REPORTS:**

**4.I.MONTHLY REPORTS:**

**A. Community Events (Mindy Grimes)-** Mindy Grimes reported on both Community Events and KSSB . Ms. Grimes reported that the groups continued to meet on Thursday after the Regular Town Council meeting. Ms. Grimes reported that there were milkweed seeds available and that both Committees were working on the Town wide clean-up day.

**B. Animal Control (Grimes)-** Councilmember Charles Grimes stated that January had been a normal month for animal control, however Mr. Grimes wanted to remind residents that there was a leash law in Shady Shores and all animals should be restrained.

**C. Code Enforcement (Grimes)**- Code Enforcement Report pictures have been provided.

**D. Police Report (Haines)**

**E. Fire Report (Woolworth)**- Councilmember Paula Woolworth gave the fire department report for the month. There were 9 calls one of note was a building fire. The other was an unauthorized burn.

**G. Planning and Zoning Report (Lea)**- Allen Lea gave the report, P&Z going to meet in a worksession format and discuss a priority list for working on Ordinances. Allen Lea is going to be pushing Planning and Zoning to take a look at some of the codes that are in force in Shady Shores.

**H. Staff Report (Withers)**- Town Secretary Wendy Withers gave the staff report.

**I. Road Repairs and Flooding Issues Update**- Cindy Aughinbaugh, stated that Shady Shores Road is still closed and until Richard ARvizu deems it safe it will remain closed. Paula Woolworth and Matthew Haines have been working together on a plan for the feasibility and the possibility of raising Shady Shores Road. The road is jointly owned by three people. It will be a large Effort to get this done. There was a meeting with Denton County Commissioners office received good counsel on how to approach Hugh Coleman etc. May require additional mitigation with how to treat the water etc. If any trees are moved out of the way. This would be truly a long term project that we would be engaged in. Matthew the thing that you might miss is the number of people and processes that are I involved. Often you can't get to the next steps until you have a minute. Could potentially be many millions of dollars. Another update, mostly to follow up on signage, drove by the Big Sandy boat launch. Rangers indicated they plan to start tomorrow working on the necessary repairs to the boat ramp so that it can be used. Best case scenario the boat ramp may be open in about two months. CA- can you talk about the repairs on the road-- We found out after about four visits with FEMA including field visits that S. Shady Shores Road, and W. Shady Shores road are FHWA collector roads. Federal Highway Administration, Requests for striping on Cielo, will be done, and small reflector's will be added so that people will not go around the corners so fast. Some good conversations have been had relative to raising the road. There is a reason that it is listed as a connector.

J. Announcements

1. Last day to sign up for a place on the ballot- February 19, 2016
2. Town Hall Closed, Monday, February 15, 2016.

Documents: [FIRE DEPARTMENT REPORT JANUARY 2016.PDF](#), [COPY OF SS POLICE ACTIVITY 2015 \(11\).PDF](#)

## 5. CONSENT AGENDA

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

- A. January 2016 Financial Reports
- B. Minutes of the January 11, 2016 Regular Town Council meeting
- C. Approval of the January 11, 2016 Quarterly Investment Committee Report
- D. Approval of a Resolution approving the Town of Shady Shores Investment Policy.

Documents: [CC 1.11.2016.DOCX](#), [1ST QUARTER 2016.PDF](#), [RES2015-\\_\\_\\_\\_\\_ INVESTMENT POLICY.DOCX](#), [RESOLUTION 675.PDF](#), [JANUARY 2016 FINANCIAL REPORTS.PDF](#)

Matthew Haines motion to approve the items on the consent agenda. Paula Woolworth seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously.

## **6. CITIZENS COMMENTS-PURSUANT TO THE STATE OF TEXAS OPEN MEETINGS STATUTE:**

The governing body of the Town of Shady Shores may not take action on items not posted on the agenda. Those items mentioned by citizens may be placed on a future agenda.

Bruce Brehm, 1140 Cogburn Court read a statement concerning traffic and safety issues in Cielo. (attached Exhibit A)

Terry Newman 213 Harrison Court- spoke regarding concerns relative to fracking underneath Lake Lewisville. Mr. Newman asked the council to consider writing a letter requesting that fracking be delayed until the matter could be fully considered.

Bob Matthews of America's Code Enforcement and All American Dogs gave an update on Animal Control Services.

Randall DuPape 121 Paradise Cove- stated that his major concern had been the striping on Cielo Lane. Mr. DuPape also asked the council to consider replacing the stop sign at the intersection of Fritz and Shady Shores with a yield sign.

## **7. 2014-2015 AUDITOR'S REPORT**

Jerry Eastup with Hankins, Eastup, Deaton, Tonn and Seay will be present to give the 2014/2015 Annual Audit Report for the Town of Shady Shores. Consider and take action on approval of the report.

Documents: [ANNUAL AUDIT 02.08.2016.DOCX](#), [DOC02523220160202075937.PDF](#)

Matthew Haines made a motion to approve the audit report. Paula Woolworth seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously.

Bill Kruger 103 Cielo Lane asked if the Auditor's report was available to the public. Mr. Kruger was advised that the auditor's report was available online.

## **8. CODE ENFORCEMENT SERVICES**

Consider and take action relative to accepting a proposal for Code Enforcement Services.

Documents: [CODE ENFORCEMENT SERVICES.PDF](#), [NEC LIST OF SERVICES.PDF](#), [SAMPLE COTRACT NEC.PDF](#)

Charles Grimes made a motion to table this agenda item. Matthew Haines seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously.

Matthew Haines, Charles Grimes, reconvene at 10:32 pm.

Charles Grimes table this agenda item and put out a new request for proposals that includes expectations and response time for the contract. Tom Newell seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously.

#### **9. OAKWOOD CIRCLE DRAINAGE PROJECT**

Receive a report from the Town Engineer Richard Arvizu regarding drainage issues on Oakwood Circle. Consider and take action if necessary.

Documents: [OAKWOOD CIRCLE DRAINAGE ISSUES.PDF](#)

Town Engineer Richard Arvizu gave a presentation relative to the drainage issues on Oakwood Circle.

Matthew Haines made a motion to table this agenda item. Tom Newell seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously.

#### **10. MEADOWLARK CULVERT**

Receive recommendations regarding a culvert located near 303 Meadowlark Lane. Consider and take action relative to the resizing and or repair of the culvert.

Documents: [MEADOWLARK LANE CULVERT.PDF](#)

Town Engineer Richard Arvizu gave a report relative to an undersized culvert near 303 Meadowlark Lane.

Charles Grimes made a motion to table this agenda item. Matthew Haines seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Woolworth, Aughinbaugh Newell

NAYS: None

The motion passed unanimously.

#### **11. CALLING THE ELECTION**

Consider and take action relative to approving an ordinance calling the May 7, 2016 General Election of City Officials. **ORDINANCE 287-02-2016**

Documents: [CALLING THE ELECTION 02.08.2016.PDF](#), [SHADYSHORESELECTIONORDER2016.PDF](#), [SPANISH ELECTION ORDER.PDF](#)

Tom Newell made a motion to approve Ordinance 287-02-2016 calling the May 7, 2016 General Election of City Officials. Charles Grimes seconded the motion.

DISCUSSION: None  
AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell  
NAYS: None

The motion passed unanimously.

## **12. ELECTION CONTRACT**

Consider and take action relative to approving a contract to conduct a joint election with Denton County for the May 7, 2016 General Election.

Documents: [JOINT ELECTION CONTRACT 02.08.206.PDF](#), [JOINT CONTRACT MAY 2016.PDF](#)

Tom Newell made a motion to approve a contract for a joint election with Denton County for the May 7, 2016 General Election. Charles Grimes seconded the motion.

DISCUSSION: None  
AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell  
NAYS: None

The motion passed unanimously.

## **13. FIRE DEPARTMENT CONTRACT**

Discuss the Fire Department contract. Give staff direction relative to contract negotiations for Fire Department Services.

Councilmember Paula Woolworth gave an overview of the timeframe for renewing the Fire Department Contract. Councilmember Woolworth expressed concerns that the town had not received any preliminary numbers for the contract even though they had been promised several times.

14. EXECUTIVE SESSION: Pursuant To The Provisions Of Chapter 551, Texas Government Code, Vernon's Texas Codes Annotated, The Town Council May Hold A Closed Meeting.

- A. Government Code 551.071-Consultation with Attorney: legal advice and/or pending litigation
1. Swanson vs Town of Shady Shores
  2. Tuscany Village
  3. development regulations of existing lots as affected by zoning regulations, an town avoidance of liability issues.

Code Enforcement and Fire Department and Drainage Issues (Agenda Items)

- B. Government Code 551.074- Personnel Matters  
to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.
1. Discuss the position of the Mayor

Charles Grimes made a motion recess, Matthew Haines seconded the motion.

DISCUSSION: None  
AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell  
NAYS: None

The motion passed unanimously and the council recessed into executive session 9:17 pm.

Matthew Haines made a motion to reconvene into executive session. Charles Grimes seconded the motion.

DISCUSSION: NONE

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously and the council reconvened into open session at 10:32 pm.

The Council moved to Agenda item #8 at 10:32 pm.

15.

#### 14. ADJOURN

Matthew Haines made a motion to adjourn. Charles Grimes seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously and the meeting was adjourned at 10:33 pm.

PASSED AND APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Secretary



**TOWN OF SHADY SHORES  
TOWN COUNCIL  
SPECIAL CALLED MEETING  
FEBRUARY 22, 2016; 7:00 PM  
SHADY SHORES COMMUNITY CENTER  
101 S. SHADY SHORES ROAD  
SHADY SHORES, TX 76208**

**MINUTES**

Cindy Aughinbaugh	Mayor Pro Tem	Present
Charles Grimes	Councilmember	Present
Matthew Haines	Councilmember	Present
Paula Woolworth	Councilmember	Present
Tom Newell	Councilmember	Present

**Also Present:** Wendy Withers Town Secretary; Amber Schuler, Deputy Town Secretary; Jim Shepherd, Town Attorney

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Establish a quorum.

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

**3. EXECUTIVE SESSION: Pursuant To The Provisions Of Chapter 551, Texas Government Code, Vernon's Texas Codes Annotated, The Town Council May Hold A Closed Meeting.**

A. Government Code 551.074- Personnel Matters  
to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

1. Discuss the position of the Mayor

Matthew Haines made a motion to recess into executive session. Charles Grimes seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously and the council recessed into executive session at 7:03 pm.

Matthew Haines made a motion to reconvene into regular session. Tom Newell seconded the motion.

DISCUSSION: None

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously and the council reconvened into regular session at 7:54 pm.

**4. ACTION AS RESULT OF EXECUTIVE SESSION**

Consider and take any action necessary as a result of Executive Session.

There was no action taken as a result of executive session.

**5. SPECIAL CALLED ELECTION**

Consider and take action relative to calling a Special Election to fill a vacancy.

There was no action taken on this agenda item.

**6. FUTURE AGENDA ITEMS AND STAFF DIRECTION**

Discuss future agenda items and provide staff direction.

There was no discussion on this item.

**7. ADJOURN**

Paula Woolworth made a motion to adjourn. Charles Grimes seconded the motion.

DISCUSSION: NONE

AYES: Grimes, Haines, Aughinbaugh, Woolworth, Newell

NAYS: None

The motion passed unanimously and the meeting was adjourned at 8 pm.

PASSED AND APPROVED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Secretary

ORDINANCE NO. \_\_\_\_\_  
(Cancellation of May 7, 2016 Election)

AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE  
MAY 7, 2016 GENERAL TOWN ELECTION ELECTED TO OFFICE;  
CANCELING THE ELECTION; PROVIDING A SEVERABILITY CLAUSE;  
AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a general town election was called for May 7, 2016, for the purpose of electing members to the city council; and

WHEREAS, the city secretary has certified in writing that there is no proposition on the ballot, that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office (Exhibit A); and

WHEREAS, under these circumstance, Title 1, Chapter 2, Subchapter C, Texas Election Code, authorizes the city council to declare the candidates election to office and cancel the election;

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

Section 1. The following candidates, who are unopposed in the May 7, 2016 general town election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

<u>Candidate</u>	<u>Place</u>
Matthew Haines	1
Cindy Aughinbaugh	4
Charles Grimes	5

Section 2. The May 7, 2016 general town election is canceled, and the town secretary is directed to cause a copy of an Order of Cancellation to be posted on Election Day at each polling place that would have been used in the election. (Exhibit B)

Section 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional.

Section 4. This ordinance shall take effect upon its final passage.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2016 by the Town Council of Shady Shores, Texas.

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney James E. Shepherd

Exhibit A--Certificate of Unopposed Candidates  
Exhibit B—Order of Cancellation

TOWN OF SHADY SHORES  
CERTIFICATION OF  
Unopposed Candidates

State of Texas  
County of Denton

I, Wendy Withers, certify that I am the City Secretary of the Town of Shady Shores and the authority responsible for preparing the ballot for the May 7, 2016 town election. I further certify:

- a. that there is no proposition on the ballot,
- b. no person has made a declaration of write-in candidacy,
- c. a candidate is unopposed for election to an office if, were the election held, only the votes cast for that candidate in the election for that office may be counted; and, therefore,
- d. all of the following candidates are unopposed:

<b><u>Candidate</u></b>	<b><u>Place</u></b>
Matthew Haines	1
Cindy Aughinbaugh	4
Charles Grimes	5

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Wendy Withers, Town Secretary  
Town of Shady Shores, Texas

(seal)

Exhibit A--CERTIFICATE

Ordinance cancelling the May 7, 2016 general election

ORDER OF CANCELATION  
*ORDEN DE CANCELACION*

The Town of Shady Shores hereby cancels the election scheduled to be held on May 7, 2016 in accordance with Section 2.053 of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

*El Town of Shady Shores por la presente cancela la eleccion que, de lo contrario, se hubiera celebrado el 7de Mayo 2016 de conjormidad, con la Seccion 2.053(a) del Codigo de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos unicos y por la presente quedan elegidos como se haya indicado a continuacion:*

Candidate ( <i>Candidato</i> )	Office Sought ( <i>Cargo al que presenta candidatura</i> )
Matthew Haines	1
Cindy Aughinbaugh	4
Charles Grimes	5

A copy of this Order will be posted on Election Day at each polling place that would have been used in the election.

*El Dia de las Elecciones se exhibira una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la eleccion.*

---

Date of adoption (*Fecha de adopcion*) \_\_\_\_\_, 2016

---

Cindy Aughinbaugh (*alcalde masculino*) Mayor Pro Tem

---

Wendy Withers (*Secretario*) Town Secretary

EXHIBIT B-ORDER CANCELING ELECTION

ORDINANCE NO. \_\_\_\_\_  
(Cancellation of May 7, 2016 Election)

AN ORDINANCE DECLARING UNOPPOSED CANDIDATES IN THE MAY 7, 2016 GENERAL TOWN ELECTION ELECTED TO OFFICE; CANCELING THE ELECTION; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a general town election was called for May 7, 2016, for the purpose of electing members to the city council; and

WHEREAS, the city secretary has certified in writing that there is no proposition on the ballot, that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office (Exhibit A); and

WHEREAS, under these circumstance, Title 1, Chapter 2, Subchapter C, Texas Election Code, authorizes the city council to declare the candidates election to office and cancel the election;

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

Section 1. The following candidates, who are unopposed in the May 7, 2016 general town election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

<u>Candidate</u>	<u>Place</u>
Matthew Haines	1
Cindy Aughinbaugh	4
Charles Grimes	5

Section 2. The May 7, 2016 general town election is canceled, and the town secretary is directed to cause a copy of an Order of Cancellation to be posted on Election Day at each polling place that would have been used in the election. (Exhibit B)

Section 3. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal, or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be invalid, illegal or unconstitutional.

Section 4. This ordinance shall take effect upon its final passage.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2016 by the Town Council of Shady Shores, Texas.

APPROVED:

\_\_\_\_\_  
Cindy Aughinbaugh, Mayor Pro Tem

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney James E. Shepherd

Exhibit A--Certificate of Unopposed Candidates  
Exhibit B—Order of Cancellation

TOWN OF SHADY SHORES  
CERTIFICATION OF  
Unopposed Candidates

State of Texas  
County of Denton

I, Wendy Withers, certify that I am the City Secretary of the Town of Shady Shores and the authority responsible for preparing the ballot for the May 7, 2016 town election. I further certify:

- a. that there is no proposition on the ballot,
- b. no person has made a declaration of write-in candidacy,
- c. a candidate is unopposed for election to an office if, were the election held, only the votes cast for that candidate in the election for that office may be counted; and, therefore,
- d. all of the following candidates are unopposed:

<b><u>Candidate</u></b>	<b><u>Place</u></b>
Matthew Haines	1
Cindy Aughinbaugh	4
Charles Grimes	5

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Wendy Withers, Town Secretary  
Town of Shady Shores, Texas

(seal)

Exhibit A--CERTIFICATE

Ordinance cancelling the May 7, 2016 general election

ORDER OF CANCELATION  
*ORDEN DE CANCELACION*

The Town of Shady Shores hereby cancels the election scheduled to be held on May 7, 2016 in accordance with Section 2.053 of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

*El Town of Shady Shores por la presente cancela la eleccion que, de lo contrario, se hubiera celebrado el 7de Mayo 2016 de conjormidad, con la Seccion 2.053(a) delCodigo de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos unicos y por la presente quedan elegidos como se haya indicado a continuacion:*

Candidate ( <i>Candidato</i> )	Office Sought ( <i>Cargo al que presenta candidatura</i> )
Matthew Haines	1
Cindy Aughinbaugh	4
Charles Grimes	5

A copy of this Order will be posted on Election Day at each polling place that would have been used in the election.

*El Dia de las Elecciones se exhibira una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la eleccion.*

\_\_\_\_\_  
Date of adoption (*Fecha de adopcion*) \_\_\_\_\_, 2016

\_\_\_\_\_  
Cindy Aughinbaugh (*alcalde masculino*) Mayor Pro Tem

\_\_\_\_\_  
Wendy Withers (*Secretario*) Town Secretary

EXHIBIT B-ORDER CANCELING ELECTION



**To:** Mayor Pro Tem Cindy Aughinbaugh and Council members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/08/2016  
**Re:** Solid Waste and Recycling Proposals

---

**ACTION REQUESTED:** Consider the proposals received by Waste Management and Community Waste Disposal (CWD)

**BACKGROUND INFORMATION:** The Town of Shady Shores advertised for proposals to provide Solid Waste and recycling services. The current provider is Waste Management submitted a proposal to provide services. A second proposal was received by CWD and has been reviewed. Council Members Matthew Haines and Tom Newell worked with town staff to review and compile the results.

Both companies have provided pricing on a variety of services. However for discussion sake we have compiled a comparison of the town's current services with the addition of polycart service.

Both companies have also provided pricing should the town choose to provide billing services. A chart highlighting the positives and negatives of the town providing this service has been provided as well.

Representatives from CWD and Waste Management will each give a 10 minute presentation regarding their services. Representatives will be prepared to answer council member questions.

**POSSIBLE DECISIONS:**

1. Council could accept one of the proposals and authorize the town attorney to negotiate a contract.
2. Council could choose to table this agenda item and make a decision at another time pending review of the bids and figures.
3. Other

TOWN OF SHADY SHORES  
SOLID WASTE PROPOSALS  
MARCH 2016

**SOLID WASTE PROPOSALS**

Name of Contractor(s):	1: WASTE MANAGEMENT		2:CWD	
Item	Unit Price	Total	Unit Price	Total
AUTOMATED SOLID WASTE COLLECTION 1X PER WEEK COLLECTION/95 GALLON POLYCART <i>(Like New)</i>	12.25		17.15	
RECYCLING 1X PER WEEK 95 GALLON POLYCART <i>(Like New)</i>	3.00		incl	
Household Hazardous Waste Program	1 per quarter  .87		1 per month  .70	
Weekly Bulk Pick up	Weekly basis will pick up 3 cubic yards of loose brush		Weekly basis will pick up 5 cubic yards of loose brush and unlimited bundled brush	
City Wide Clean-Up	.50  Would pick up 15 cubic yards that does not have to be bundled 2 x per year.		NB  Weekly basis will pick up 5 cubic yards of loose brush and unlimited bundled brush included in cost	
<b>TOTAL SERVICES</b>		<b>16.62</b>		<b>17.75</b>
Senior Discount	10%	1.53	Flat rate	1.70

TOWN OF SHADY SHORES  
SOLID WASTE PROPOSALS  
MARCH 2016

Shady Shores Billing	16.47	17.47	15.52	16.52
		SS to charge admin fee of \$1.00		SS to charge admin fee of \$1.00
<b>ADDITIONAL SERVICES</b>				
Complimentary Dumpsters for clean-up days	2 dumpsters 1 annual event		4 free per year additional hauls \$285 (4 tons)	
Special Event Collections	2400 + \$150 per vehicle or 2.75 per month per resident		.81 per household per month	



**To:** Mayor Pro Tem Cindy Aughinbaugh and Council members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/10/2016  
**Re:** Fire Department Contract

---

**ACTION REQUESTED:** Consider and discuss the upcoming fire contract negotiations. Provide staff direction.

**BACKGROUND INFORMATION:** The Town of Shady Shores currently contract with the Lake Cities Fire Department for Fire Services. Preliminary numbers have been provided to the town for the 2017 contract renewal. The Town must provide notice no later than October 2016 whether or not it intends to renew the service.



# Lake Cities Fire Department

February 17, 2016

# Lake Cities Fire Department Overview

- √ Finish the Current Contract ending Sept. 30, 2017
  - \* Lake Dallas - \$1,025,423
  - \* Hickory Creek - \$617,049
  - \* Shady Shores - \$314,167
- √ Propose a Short Term Fixed Contract through FY September 30, 2021
  - \* Notice of Intent to continue relationship past FY 2021 by October 1, 2019
- √ Continue with 2012 Allocation Percentages
  - \* Corinth - 59.50%
  - \* Lake Dallas - 21.30%
  - \* Hickory Creek - 12.70%
  - \* Shady Shores – 6.50%
- √ Include Lease for Corinth and Lake Dallas fire stations
  - \* Base lease amount set at \$9.62 square foot
- √ Include the addition of 3 Firefighters in FY 2016-2017



# Option #2: 5 Year Contract

## Assumptions:

- No Change in Allocation Percentages
- Building Lease for Corinth Station #2 and #3
- Building Lease for Lake Dallas Station #1
- 1% building lease allocation increase per year
- Budgeted Salary Savings of 2%
- Addition of 3 Firefighters in FY 2016-2017

## 5 Year Fixed Payment Option

- Lake Dallas - \$1,029,165
- Hickory Creek - \$613,633
- Shady Shores - \$314,064

	2015-2016 Budget	2016-17 Projected	2017-18 Projected	2018-19 Projected	2019-20 Projected	2020-21 Projected
<b>Expenditures</b>						
Wages & Benefits	4,086,567	4,144,561	4,198,989	4,251,572	4,298,007	4,344,800
Wages & Benefits-3 New Positions	-	224,134	230,914	237,766	244,863	252,099
Salary Savings	(81,731)	(87,374)	(88,598)	(89,786)	(90,857)	(91,938)
Operating Expenditures	740,823	647,023	647,221	647,421	617,623	617,827
Operating Expenditures - Station #3	-	-	-	-	-	-
Building Leases	43,289	126,308	127,571	128,846	230,239	232,541
Debt Service - 2010 C.O.	140,196	140,540	71,851	74,218	71,418	-
Vehicle Replacement	247,000	249,000	275,000	300,000	300,000	325,000
	<b>5,176,144</b>	<b>5,444,192</b>	<b>5,462,948</b>	<b>5,550,037</b>	<b>5,671,293</b>	<b>5,680,329</b>
<b>Revenues</b>						
EMS Services	550,000	625,000	625,000	625,000	650,000	650,000
Denton County Fire & EMS	44,000	45,000	45,000	45,000	45,000	45,000
Misc Fire Revenues	47,000	50,000	50,000	50,000	50,000	50,000
	<b>641,000</b>	<b>720,000</b>	<b>720,000</b>	<b>720,000</b>	<b>745,000</b>	<b>745,000</b>
<b>Net (Expenditures - Revenues)</b>	<b>4,535,144</b>	<b>4,724,192</b>	<b>4,742,948</b>	<b>4,830,037</b>	<b>4,926,293</b>	<b>4,935,329</b>
<b>ALLOCATION</b>						
City of Corinth	2,622,458	2,810,894	2,822,054	2,873,872	2,931,144	2,936,521
Lake Dallas	1,005,931	1,006,253	1,010,248	1,028,798	1,049,300	1,051,225
Hickory Creek	599,781	599,972	602,354	613,415	625,639	626,787
Shady Shores	306,974	307,072	308,292	313,952	320,209	320,796
	<b>4,535,144</b>	<b>4,724,192</b>	<b>4,742,948</b>	<b>4,830,037</b>	<b>4,926,293</b>	<b>4,935,329</b>



**To:** Mayor Pro-Tem Cindy Aughinbaugh and Town Council Members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/08/2016  
**Re:** Code Enforcement Services

---

**ACTION REQUESTED:** Consider and take action relative to approval of an individual to perform Code Enforcement Services for the Town of Shady Shores.

**BACKGROUND INFORMATION:** The Town of Shady Shores has been using the services of America's Code Enforcement to provide Code Enforcement Services for the town. At the January 12, 2016 Town council meeting the council authorized the Town Secretary to seek RFP (request for proposals) for code enforcement services. The announcement was advertised in the Denton Record Chronicle. To date we have received one submission from NEC Code Enforcement Services. At the February 8, 2016, Town Council meeting the Council authorized staff to re-advertise for proposals. The Town has received two proposals one from NEC Code enforcement Services and one from America's Code Enforcement.

**FINANCIAL CONSIDERATIONS:** The rate proposed by NEC Services is \$10 more than our current service provider and the minimum hours proposed are an increase of 5 to 10 hours. Additional funds were budgeted in code enforcement this year to cover additional services.

**ALTERNATIVES:**

1. Council could choose to seek a contract with NEC Services
2. Council could choose to continue with our current provider's America's Code Enforcement Services
3. Council could make no decision at the time.



**To:** Mayor Pro Tem Cindy Aughinbaugh and Council members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/08/2016  
**Re:** Budget Committee

---

**ACTION REQUESTED:** Consider and take action relative appointing two (2) council members to serve on the Budget Committee for the 2016/2017 FY Budget

**BACKGROUND INFORMATION:** Council appointed council members to work with staff to prepare and present a proposed budget. Historically the budget committee has consisted of the Mayor, Mayor Pro Tem and one other council member. Paula Woolworth has volunteered to work with staff on the budget again this year.

**STAFF RECOMMENDATION:** Appoint Paula Woolworth and Cindy Aughinbaugh to work with staff on the 2016/2017 Fiscal Year Budget.



**To:** Mayor Pro Tem Cindy Aughinbaugh and Council members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/08/2016  
**Re:** Amendment to the Governance Policy

---

**ACTION REQUESTED:** Consider and take action relative to revising the Governance Police to include a provision setting a spending limit for the mayor.

**BACKGROUND INFORMATION:** From time to time routine expenditures need to be made that are within the approved municipal budget. Consider revising the Governance policy to set a limit for Mayor approval on routine expenditures that would not necessitate bringing the item before the town council.

**STAFF RECOMMENDATION:** A survey of similar towns indicated most Type A General Law Cities are comfortable with a \$1,000 to \$1,500 spending limit.

TOWN OF SHADY SHORES

# GOVERNANCE POLICY

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7/13/2015

A guide outlining the procedure and rules of order for conducting council meetings, interaction with staff and residents, and placement of items on the agenda.

## 1. COUNCIL MEETINGS

The Mayor is the presiding officer over the meeting and has the primary responsibility for ensuring that the council's rules of procedure are followed and the meeting is conducted in a professional manner.

In accordance with the Texas Open Meetings Act all meetings will be conducted in public with the exception of those items to be discussed during Executive Session.

### 1.1 NOTICE OF MEETINGS

Notice of meetings will be posted on the Community Bulletin Board located outside of Town Hall and on the Town's website.

### 1.2 REGULAR MEETINGS

As designated in Resolution 766, Regular Council meetings will be held on the second Monday of each month at 7:00 p.m. Unless otherwise indicated all meetings will be held in the Shady Shores Community Center 101 S. Shady Shores Road, Shady Shores Texas.

#### a. Location During a Local Emergency

If a disaster or local emergency prohibits the CityTown Council from meeting in its regular location the Mayor, Mayor Pro Tem or in the absence of both members the CityTown Secretary shall determine the location. Notice will be posted on the cityTown's website if at all possible.

#### b. Cancellation of Meetings

The Council may cancel a meeting with a majority vote in the event the meeting date falls on a legal holiday or any other time the Council deems appropriate. Notice of the cancellation will be advertised on the CityTown's public bulletin board, and website

### 1.3 CALLED MEETINGS (Special Meeting)

The Mayor may call a special meeting on the mayor's own motion, or upon application of two council members.

### 1.2 QUORUM

Three council members constitutesconstitute a quorum at a Regular meeting. Four council members are required for a quorum atquorum at a called meeting (special meeting) or a meeting to consider the passage of a tax rate. The Mayor is not included in the calculation of a quorum.

### 1.3 COUNCIL WORK SESSIONS SPECIAL MEETINGS AND EMERGENCY MEETINGS.

a. From time to time the CityTown Council may conduct a work session in order to allow the CityTown Council to informally review items scheduled for review at

future meetings. Work sessions are for information gathering purposes only and no action will be taken during a work session.

- b. Special Meetings may be called by the Mayor or two or more members of the CityTown Council. Notice of special meetings will be posted in compliance with Texas Local Government Code. In the event of an emergency meeting the requirements set for in Texas Government Code, Section 551.045 the meeting will be posted two hours before the meeting.

## **2. MEETING AGENDAS**

### **2.1 PROCEDURE TO HAVE AN ITEM PLACED ON THE TOWN COUNCIL AGENDA**

Items are placed on the agenda at the discretion of the Mayor. Council members may propose an agenda item at any time. Exercising good judgment based on existing business, town workload or scheduling issues, the Mayor will determine which items are placed on the agenda. Items may need to be reserved for future agendas, based on the amount of time needed for research, or other pressing town business. There will be a standing agenda item for council members to introduce a topic for council vote for future placement on an agenda. If two or more council members request an item be placed on the agenda, it will be placed on the next regular agenda for discussion or action as determined necessary. Council members requesting items for placement on the agenda should submit their request in writing or by using the Agenda Request form at least 10 days prior to the regular council meeting. Council members requesting items for placement on the agenda are responsible for providing/and or requesting necessary backup documentation for inclusion in the council packets. Requests may be submitted to the Town Secretary or the Mayor by using the REQUEST TO SCHEDULE ITEM ON COUNCIL AGENDA form, an email or other written request.

### **2.2 CITIZEN REQUEST FOR ITEMS TO BE PLACED ON THE AGENDA:**

Any citizen, agency or group may submit a request to present or place an item or topic on the CityTown Council agenda as follows:

- a. The request must be written legibly on the town's request form.
- b. The request must specify the subject matter, the form and manner or presentation of the subject, and whether supplemental written materials will be provided to the council.
- c. The request must specify the amount of time for the presentation (no longer than 10 minutes)
- d. The request must contain a contact name, telephone number and preferably an email address and fax number if available.
- e. The request must document the amount of funding requested, if any, or an estimate of the financial cost to the Town, if applicable.

- f. The request must be submitted to the Town Secretary at least two weeks prior to the desired Council meeting date.

Items are placed on the agenda at the discretion of the Mayor. The requested agenda item will be scheduled on the next available Regular Session Agenda providing that:

- a. The workload, council priorities, and other town business permit time for the requested item.
- b. All supplemental printed information or materials are provided for council review. Incomplete requests will not be placed on the agenda until all materials are received.
- c. The matter may be one which a meeting with staff or a committee would be the best first step. If so, the Mayor or CityTown Secretary will make those arrangements.

**2.3 CITIZEN COMMENTS ON REGULAR AGENDA ITEMS (this is not required, except for public hearings. Normally all citizen comments are limited to the Citizen's Agenda. That helps prevent the public signing up for every agenda item, even when they have nothing to say.)**

Prior to the meeting or during the meeting or prior to the discussion, individuals who wish to address the CityTown Council should fill out a comment card located at the front of the room.

- a. When called upon, the person should come to the podium state his/her name and address for the record, and if speaking for an organization identify the group represented.
- b. Remarks should be addressed to the entire council and not specific members.
- c. Citizens may wish to register their support or opposition to an agenda item without speaking and may do so on the public comment card. Their comment of support or opposition will be included in the formal minutes.
- d. Questions, if any should be directed to the Mayor or presiding officer who will then determine whether or in what manner an answer will be provided.

**2.4 CITIZEN'S AGENDA**

This agenda exists as an avenue for Citizens' to address the CityTown Council on any item of business not formally scheduled on an Agenda Public Hearing. Citizens who wish to speak should sign up prior the meeting using a public comment card located at the front of the room.

- a. Citizen's Comments are generally permitted at the time specified on the agenda. The Citizens' Agenda will normally be placed on the agenda directly after the Pledge of Allegiance.
- b. Citizens Comments will be limited to three minutes each. An additional two minutes may be granted by the Mayor, or upon consensus of the council, time permitting and the subject matter.

- c. In compliance with the Texas Open Meetings Act, the CityTown Council may not deliberate or vote on any matter not on the agenda for that meeting raised on the Citizens' Agenda. The exceptions are simply answering a question on existing policy or fact which requires no deliberation, (e.g., "what is the speed limit on Lakeshore"), or, for the purpose of determining whether a matter should be placed on a future CityTown Council Agenda. The Mayor may request the CityTown Secretary or other appropriate staff provide additional information on matters of existing policy or general interest to the community or the citizen speaking.  
Presentations of repetitious information is not appropriate. Citizens may present their information in written form.  
In the interest of time, if there is a group of individuals representing a single item, the group is encouraged to select a spokesperson.

## 2.5 EXECUTIVE SESSION

The CityTown Council may meeting in Executive Session during any regular or special meeting, or anytime otherwise authorized by State law, to consider or hear any matter which is authorized by State law to be heard or considered in Executive session as outlined in Texas Government Code, Chapter 551.

- a. The CityTown Council may exclude any persons which it is authorized by State law to exclude.
- b. The general topic of discussion will be identified in open session before the recessing to Executive Session, and time spent will be documented.
- c. Councilmembers shall not reveal the nature of discussion from an executive session unless ordered to do so by a court of law.

## 2.6 ORDER OF AGENDA ITEMS

1. **CALL TO ORDER/ROLL CALL TO DETERMINE A QUORUM**  
*The presiding officer calls the meeting to order and determines whether a quorum is present. The presiding officer or the CityTown Secretary will call the roll.*
2. **PLEDGE OF ALLEGIANCE**  
*Pledge to the United States and the State of Texas Flags.*
3. **CITIZEN'S AGENDA**
4. **COUNCIL MEMBER/COMMITTEE AND STAFF REPORTS/ANNOUNCEMENTS**  
*This agenda item will include reports from the Mayor or other CityTown Staff on the status of various projects, problems, and other monthly reports. These items will be listed individually on the agenda. (Police, fire, code enforcement, animal control, planning and zoning, and staff reports will be conducted at a minimum each month*
5. **CONSENT AGENDA**

- a. The consent agenda shall contain routine, non-controversial items that require council action but little or no deliberations. (minutes, financial reports, routine items)
- b. If an item is removed from the consent agenda for discussion, the council may approve the remaining consent agenda items before considering the removed item.
- c. The removed item is then deliberated, and may be passed, denied, tabled or other appropriate action taken before proceeding to the next agenda item.

**6. REGULAR AGENDA**

*Items for discussion, public hearinghearings and other regular business of the CityTown Council*

**7. EXECUTIVE SESSION**

*If needed (see rules for executive session listed above) Anan executive session may also be called at any time during the meeting in accordance with Texas law.*

**8. FUTURE AGENDA TOPICS AND STAFF DIRECTION**

**9. ADJOURN**

\*Council members or the Mayor may ask to change the order of the agenda to accommodate certain events or guest speakers.

**3. COUNCIL MEETING PROCEDURES**

**3.1 MOTIONS**

Motions may be made by any member of the council or commission, any person other than the person who made the motion may second the motion.

**3.2 PROCEDURE FOR MAKING A MOTION**

- a. A motion should be made and seconded before any debate or discussion takes place. *(This proposed rule would be rarely followed. Some deliberation is normally necessary before a motion can be crafted.)*
- c. When a motion has been made and seconded, the Mayor or presiding officer shall open the matter for discussion. See a.
- d. After the matter has been deliberated, the Mayor or presiding officer shall call for a vote. At this time no other discussion should take place other than Council members that wish to explain their vote.

**AMENDING A MOTION**

When a motion is on the floor and an amendment is offered, the amendment should be acted on prior to acting on the main motion. No motion of a subject different from that

under consideration shall be appropriate in the amendment. **MOTION TO TABLE**  
A motion to table will delay consideration of the item being discussed.

#### **WITHDRAWAL OF A MOTION**

A withdrawal of motion indicates a motion may be withdrawn or modified by the Councilmember who originally made the motion at any time prior to its passage. If the motion is modified the Councilmember who seconded the motion may withdraw his/her second.

### **3.2 VOTING**

#### **ABSTENTION**

Should a councilmember have a legal conflict regarding an agenda item, the councilmember should have a written statement prepared and filed with the CityTown Secretary prior to the agenda item being reached on the agenda. The council member should remove themselves from all deliberation of the item.

#### **TIE VOTE**

In the event of a tie vote, the Mayor shall cast the deciding vote.

In the event the Mayor is absent from the meeting, and the Mayor Pro Tem is presiding, the Mayor Pro Tem votes as a council member on each motion.

### **3.3 PUBLIC HEARINGS**

#### **CONDUCTING A PUBLIC HEARING**

- a. Staff Presents a report
- b. The Mayor Opens the Public Hearing
- c. The Applicant is invited to speak and present comments or testimony
- d. The Mayor calls for public comment in favor
- e. The Mayor calls for public comment in opposition
- f. The applicant is given an opportunity for rebuttal
- g. The Mayor Closes the public hearing
- h. The Council deliberates the issue and may ask additional questions of the applicant.
- i. The Mayor or Presiding Officer calls for a motion and takes a vote on the subject.

Citizens wishing to speak during the public hearing should sign in on the appropriate form. Speakers will be limited to three (3) minutes. Citizens may only speak on matters related to the public hearing.

Written communications concerning the subject matter of the hearing will be noted, read aloud or summarized by the Mayor. A reading of one or more of written items may take place upon request of a council member, with the approval of the Mayor.

## 4. BOARDS /AND COMMITTEES

### 4.1 ZONING BOARD OF ADJUSTMENTS

Currently the Town Council serves as the Zoning Board of Adjustments. The Zoning Board of Adjustments grants variances to the terms of the Zoning Ordinance. Ordinance 227-09-2010 outlines the rules of procedure for the Zoning Board of Adjustments.

### 4.2 PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission consists of five (5) members and one alternate. Members are appointed by the CityTown Council. The Planning and Zoning Commission makes recommendations to the CityTown Council. Ordinance 130, Article III Section 3.1 outlines the rules of procedure for the Planning and Zoning Commission. Meetings of the Planning and Zoning Commission shall be conducted in the same manner as Council Meetings as listed above. The Chairman of the Planning and Zoning Commission will set the agenda and format for the meeting. ( did you mean the P&Z agenda would have consent agenda, and comments from citizens on every item? Just curious. )

**4.4 AD HOC COMMITTEES (if you have three councilmembers on a committee, you have a council meeting. Did you want to say two instead?) AD Hoc committees are advisory committees only. Their actions require prior approval by the Town.recommendations require approval by the town council.**

AdAd Hoc Committees are formed on an as needed basis with a clearly defined purpose; process, and term, as well as reporting requirements. Ad Hoc Committees will consist of up to two Councilmembers and at least one staff member recommended by the Mayor, and approved by the Council. From time to time, ad hoc committees may consist of up to two council members and staff for the purpose of research and reporting on specific issues to be provided to council for decision making purposes. (Committees are often just appointed by the Mayor without the need of a vote by council. Optional.) **These Committees have been established and exist for an undetermined period of time. (this sentence conflicts with the first sentence above, which says committees will have a term. Did you want to call these the “Permanent” committees, as opposed to “Ad Hoc”?)**

**a. Investment Committee-** makes recommendations to the Town Council regarding the investments of the Town. The Investment Committee meets on a quarterly basis and consists of an Investment Officer, the mayor and the mayor pro tem. Other members may be appointed as needed. (Resolution 675)

**b. Keep Shady Shores Beautiful-**The Town of Shady Shores is an affiliate of the Keep Texas Beautiful Organization. The Keep Shady Shores Beautiful committee acts within the state guidelines and the oversight and review of the Council. The committee purpose is to promote beautification and preservation of natural habitats in and around Shady Shores as well as litter prevention and recycling efforts. The committee's actions may often help the town achieve compliance with the TCEQ requirements. The Committee should elect a chairman each year in October. The Chairman will be responsible for coordinating events and committee meeting dates with the Mayor or the Mayor's designee. Town Staff member must be present at committee meetings to provide guidance on town regulations and record keeping compliance and authorized disbursements. . All proposed projects and events must be submitted to the Town no later than 30 days prior to the event. The item may be placed on the Council agenda.,. The Council will deliberate and may approve and coordinate all necessary licenses, permits, insurance liability documents, provide budgetary support and approve financial disbursements, etc.,

**c. Community Events Committee-** The Community Events committee is responsible for coordinating events that promote good will and the spirit of community within the Town of Shady Shores. The Committee shall elect a Chairman each year. The Committee consists of members of the community. All proposed projects and events must be submitted to the Town no later than 30 days prior to the event. The Town will approve and coordinate all necessary licenses, permits, insurance liability documents etc etc. (see proposed changes in b., above.)

## **5. COUNCILMEMBER APPOINTMENTS AND ASSIGNMENTS**

Councilmember appointments to outside agencies, committees, task forces, boards and Commissions shall be made by a vote of the CityTown Council. Councilmembers will act as a liaison and represent the existing policies and ordinances of the CityTown Council to these entities. The representative will periodically report to the CityTown Council on the activities of these organizations, and request council input on any relevant issues.

### **5.1 MAYOR TO ACT AS COUNCIL CEREMONIAL REPRESENTATIVE**

The Mayor will act as the CityTown Council's ceremonial representative at public events and functions. In the Mayor's absence, the Mayor Pro Tem assumes this responsibility. In the event the Mayor and the Mayor Pro Tem are both unable to participate, the Mayor will designate a councilmember or a representative of the staff to represent the cityTown.

## **5.2 COUNCILMEMBER PARTICIPATION IN COMMUNITY ACTIVITIES**

While Councilmembers may choose to participate in community activities, committees and events. U, unless they have been specifically appointed through an action of the CityTown Council as representing the cityTown, . the councilmember will be acting on their own behalf. No individual council member may bind the Town in any manner, at any time.

## **6.0 ADMINISTRATIVE SUPPORT**

### **6.1 NUMBERING OF ORDINANCES AND RESOLUTIONS**

Ordinances shall be numbered in the order of the agenda, and numbered as follows, the Ordinance number, the month passed and the last two digits of the year. For example, and ordinance passed in November 2014 would be (next Ordinance number- 11-14)

Resolutions shall be numbered in the order of the agenda, and numbered as follows, the Resolution number; the month passed and the last two digits of the year followed by the letter R. For example, a Resolution nd ordinance passed in November 2014 would be (next Resolution number- 11-14R)

### **6.2 CORRESPONDENCE**

Correspondence (including emails) addressed to the Mayor and City Council whether collectively or individually, requiring a response from staff are copied to all Councilmembers with a note indicating the staff person will be preparing a response for the Mayor's signature. A copy of the response along with the original letter will be provided to each Councilmember. (just curious –where did this come from?)

Correspondence that does not require a response will be copied to the full City Council.

Cards and other Councilmember mail marked personal will not be opened nor copied to the full Council.

Councilmembers that prepare responses on city resources (letterhead, staff support, postage etc. will reflect the position of the full City Council not individual Councilmembers positions.

### **6.6. 32 CLERICAL SUPORT**

Staff will coordinate generating correspondence and general administrative support at the request of Councilmembers.

### **6.34 REQUESTS FOR INFORMATIONPROJECT TIME**

Councilmembers wishing to request project time information from staff on a given topic should deliver such requests through the Mayor. Requests for policy direction will be brought to the full CityTown Council at a regular meeting for consideration. The Mayor will determine if extensive staff time and resources are required to accomplish the request and if so at his/her

discretion present the request to the full CityTown Council prior to utilizing staff resources to complete the task.

#### **6.45 COUNCIL NOTIFICATION**

The CityTown Secretary will coordinate notification of major crime, fire or other disasters or incidents or other important information. This will be accomplished through email or phone call depending on the level of emergency

#### **6.56 MASTER CALENDAR**

The CityTown Secretary will maintain a master calendar list of Council meetings, functions and events as well as other meetings, and appointments, board and committee meetings and Town Hall reservation uses.

#### **6.67 PACKET PREPARTION AND DISTRIBUTION OF MATERIALS**

Councilmembers may elect to receive their information in printed or electronic format. Items that are to be included in the council packet for consideration should be received no later than the Monday before the Regular CityTown Council Meeting.

Packets will be available for distribution on the Wednesday before the Council Meeting.

#### **6.7 FINANCIAL ADMINISTRATION**

The Mayor may authorize expenditures without further approval of the City Council for all budgeted items not exceeding \$1,500. All contracts for expenditures or purchases involving more than the limits must be expressly approved in advance by the City Council. All contracts or purchases involving more than the limits set by the City Council shall be awarded by the City Council in accordance with state law.

### **7.0 TRAINING**

#### **7.1 PUBLIC INFORMATION AND OPEN GOVERNEMENT TRAINING**

Each elected or appointed official who is a member of a governmental body subject to the Texas Open Meetings Act and the Public Information Act must complete one to two hours of training on basic compliance with the Texas Open Meetings Act and the Public Information as required by GC 551.005. The training must be completed within 90 days of taking office and record of training will be submitted to the CityTown Secretary.

### **8.0 ETHICAL CONDUCT**

The Town of Shady Shores desires that all citizens have confidence in the integrity, independence, and impartiality of their government and its representatives. CityTown Officials and employees will exercise discretion when conducting official business. All business of the

Town of Shady Shores will be conducted in a legal and ethical manner in accordance with state laws and local ordinances.

**9.0 COMPLIANCE**

The policies and procedures outlined in this document are intended to facilitate the business of the CityTown Council in a manner that is efficient and timely and are procedural only. Failure to strictly observe any such rules shall not affect or invalidate any action taken by the CityTown Council.

PASSED AND APPROVED THIS THE   13   DAY OF   July  , 2015

APPROVED:

\_\_\_\_\_  
Cindy Spencer, Mayor

ATTEST:

\_\_\_\_\_  
Wendy Withers, Town Secretary



**To:** Mayor Pro-Tem Cindy Aughinbaugh and Town Council Members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/08/2016  
**Re:** ATMOS ENERGY

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**ACTION REQUESTED:** Consider and take action relative to approval of a Franchise Agreement with Atmos Energy.

**BACKGROUND INFORMATION:** A draft copy of the proposed agreement has been provided. Jim Shepherd will give a presentation regarding the agreement.

**RECOMMENDATION:** Council may choose to have the town attorney update the agreement with tonight's recommendations.



**To:** Mayor Pro Tem Cindy Aughinbaugh and Council members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/10/2016  
**Re:** Amendment to the Overnight Parking Ordinance

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**ACTION REQUESTED:** Consider and take action relative to to amending the Overnight Parking Ordinance Article 12.02, Section 12.03.006 of the Town of Shady Shores Code of Ordinances.

**BACKGROUND INFORMATION:** Consider and take action relative to clarifying the definition of overnight parking in Article 12.02, Section 12.03.006 of the Town of Shady Shores Code of Ordinances. The Town of Shady Shores Code of Ordinances currently states:

**Sec. 12.03.006** **Overnight parking on public street**

No motor vehicles, tractors, trailers, boats, recreational vehicles, or motor homes shall be parked on a public street or street easement **overnight**. (Ordinance 254-3-2013, sec. 5, adopted 5/6/13)

The term "overnight" needs to be clarified in order to allow the police department to enforce the ordinance. The Planning and Zoning Commission discussed this at the February 11, 2016 meeting and has recommended that the overnight parking hours be defined as between 1 am and 5 am.



**To:** Mayor Pro Tem Cindy Aughinbaugh and Council members  
**From:** Wendy Withers, Town Secretary  
**CC:** Jim Shepherd, Town Attorney  
**Date:** 03/08/2016  
**Re:** Road Barriers

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**ACTION REQUESTED:** Consider and take action relative to the placement of permanent road barriers at S. Shady Shores Road and other areas where there is the potential of flooding.

**BACKGROUND INFORMATION:** There are several roads in Shady Shores that flood during heavy rain or when the lake levels rise. Standard Road barriers have not been effective when trying to keep people off the road. Discuss the installation of permanent gates/barriers that could be used to prevent people from using the road when the town has deemed that the road should be closed.

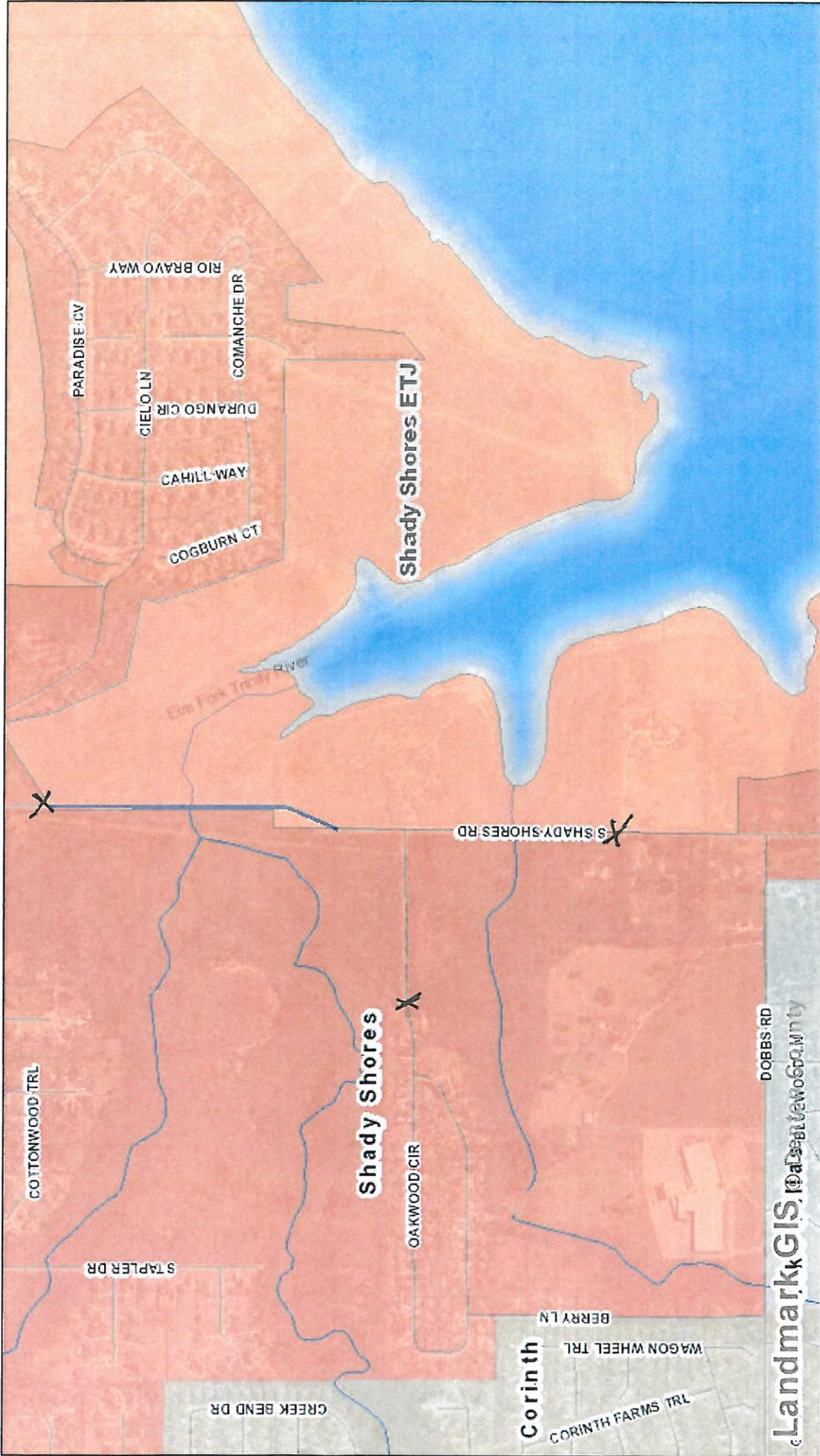
Mike Simmons with Denton County has proposed the following-

2 15' swing gates with an 8' H brace located just at the Tree Line just South of Town Hall.

2 15' swing gates with an 8' H brace located between Oakwood Circle and Dobbs Road.

2 13' swing gates with an 8' H brace located on Oakwood Circle

The county will install and provide the materials if the Town will agree to regulate opening and closing the gates.



**Flood Gates**

**shady shores**

*215' gates (swing) 8ft. H brace*

*213' gates w 8' H Brace*

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Denton County does not guarantee the correctness or accuracy of any features on this product and assumes no responsibility in connection therewith. This product may be revised at any time without notification to any user.





<http://gis.dentoncounty.com>



**Technology Services**  
Geographic Information Systems