CITY OF HORSESHOE BAY

NOTICE OF PUBLIC MEETING

AGENDA

November 22, 2016

Notice is hereby given to all interested members of the public that the Horseshoe Bay City Council will hold a Public Meeting at 3:00 p.m., on Tuesday, November 22, 2016 at City Hall, #1 Community Drive, Horseshoe Bay, Llano County, Texas. The agenda for the Public Meeting is to discuss and/or act on the following items:

1. Call the Meeting to Order and Establish a Quorum
2. Invocation
3. Pledges to the Flags
4. Public Comments *(Anyone wishing to address the Council please sign in at the podium. When called upon by the Mayor speakers are asked to go to the podium and state your name and address and will be limited to 3 minutes. This is an opportunity for the public to address the City Council on any subject. In accordance with the Texas Open Meetings Act, the Council may not discuss issues raised or make a decision at this time. Issues raised may be referred to staff for research and possible future action.)*
5. Staff Recognition:
   a. New Employees:
      a. Kerri Craig – City Secretary
      b. Coleen Sullivan - GIS Administrator
      c. Nathalie Kip – Assistant Planner
6. Discuss, Consider and Take Action Regarding Election of Mayor Pro Tem
7. Discuss, Consider and Take Action Regarding Election of Chief Information Officer
8. Discuss, Consider and Take Action Regarding City Council Meeting Schedule for 2016
9. Discuss, Consider and Take Action Regarding Approval of Resolution Amending Depository Accounts Delegated Authority
10. Discuss, Consider and Take Action Regarding Approval of Resolution Amending Authorized Representatives for TexPool
11. Discuss, Consider and Take Action Regarding Seeking Applications for City Advisory Committees
12. Items to be removed from the Consent Agenda: *(All items under the Consent Agenda are considered to be routine by the Council and will be enacted by one motion and vote. There will be no separate discussion of items unless a request by a Councilmember is made prior to the time of the Council voting on the motion. In such event, the item will be removed, without debate, from the general order of business and considered in its normal sequence.)*
13. Consent Agenda Items:
    a. Approve Minutes of the October 18, 2016 Regular Meeting, November 15, 2016 Regular Meeting, and the November 16, 2016 Special Meeting to Canvass
    b. Approve 2016 Tax Roll submitted by the Llano County and Burnet County Tax Assessor-Collectors
    c. Approve City Holiday Schedule for 2017
    d. Approve Renewal of Agreement with Llano County MUD for Backup Water Line Interconnection and Supply

e. Approve Ordinance Declaring the Results of the November 8, 2016 General Election
f. Discuss, Consider and Take Action Regarding the Renaming of Sure Fire to Wayne's Trail
g. Discuss, Consider and Take Action Regarding Amending Horseshoe Bay Code of Ordinances, Article 1.04.001 Emergency Management Succession of Authority

14. Monthly Statistical Departmental Data Reports:
    a. City Manager; Administration; Community Services; Development Services; Fire Department; Police Department and Animal Control.
15. Adjournment

Kerri Craig, City Secretary

The Council may go into Executive Session, if necessary and appropriate, pursuant to the applicable section of the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapter D, on any matter that may come before the Council that is listed on the Agenda and for which an Executive Session is authorized. No final action, decision, or vote will be taken by the Council on any subject or matter while in Executive Session. Any action, decision or vote will be taken by the Council only in open meeting.

Certificate of Posting

I, Kerri Craig, City Secretary for the City of Horseshoe Bay, Texas do certify that this Notice of Meeting was posted at City Hall, in a place readily accessible to the general public continuously 72 hours prior to the meeting.

Kerri Craig, City Secretary

Item # 6

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: City Council

From: Steve Jordan, Mayor

RE: Discuss, Consider and Take Action Regarding Election of Mayor Pro Tem

Craig Haydon has served as Mayor Pro Tem for the last two years and has volunteered to serve again.

Enclosures: None

Item # 7

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: City Council

From: Steve Jordan, Mayor

RE: Discuss, Consider and Take Action Regarding Election of Chief Information Officer

Cynthia Clinesmith has filled this position splendidly for the last year.

Unless there is another person that would like to volunteer for this, I recommend Cynthia be re-appointed.

Enclosures: None

Item # 8

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Kerri Craig, City Secretary

RE: City Council Meeting Schedule for 2017

Following is the proposed schedule based on the third Tuesday of each month with the following exceptions:

1. The first Budget Workshop has been scheduled for July 17th. There are specific State requirements regarding the timing of budget meetings. Staff has verified this schedule meets the requirements for all budget meetings.

2. The August Budget Workshop and Regular meeting are scheduled the last Tuesday.

3. The December meeting is scheduled for the second Tuesday due to Christmas.

Mayor Jordan would like to schedule workshops on January 10th and April 5th at 9:00a.m. He would also request all Council Members suggest additional items they would like to discuss. These can be sent to Kerri prior to the meeting for inclusion on the agenda.

Enclosures: Proposed Schedule
Calendar

CITY OF HORSESHOE BAY

City Council Meetings
2017 Schedule

Date	Type	Time and Location
1/10/17	Workshop	9:00 a.m. Council Chambers
1/17/17	Regular City Council Meeting	3:00 p.m. Council Chambers
2/21/17	Regular City Council Meeting	3:00 p.m. Council Chambers
3/21/17	Regular City Council Meeting	3:00 p.m. Council Chambers
4/5/17	Workshop	9:00 a.m. Council Chambers
4/18/17	Regular City Council Meeting	3:00 p.m. Council Chambers
5/16/17	Regular City Council Meeting	3:00 p.m. Council Chambers
6/20/17	Regular City Council Meeting	3:00 p.m. Council Chambers
7/17/17	Budget Workshop	9:00 a.m. Council Chambers
7/18/17	Regular City Council Meeting	3:00 p.m. Council Chambers
8/29/17	Budget Workshop	9:00 a.m. Council Chambers
8/29/17	Regular City Council Meeting	3:00 p.m. Council Chambers
9/05/17	Budget Workshop	9:00 a.m. Council Chambers
9/19/17	Regular City Council Meeting	3:00 p.m. Council Chambers
10/17/17	Regular City Council Meeting	3:00 p.m. Council Chambers
11/21/17	Regular City Council Meeting	3:00 p.m. Council Chambers
12/12/17	Regular City Council Meeting	3:00 p.m. Council Chambers

timeanddate.com

Yearly Calendar (2017)

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February

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26	27	28				

March

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April

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30						

May

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28	29	30	31			

June

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July

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30	31					

August

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27	28	29	30	31		

September

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October

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29	30	31				

November

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December

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24	25	26	27	28	29	30
31						

Jan 1	New Year's Day
Jan 2	'New Year's Day' observed
Jan 10	Workshop
Jan 16	Martin Luther King Day
Jan 17	Regular Meeting
Feb 20	Presidents' Day
Feb 21	Regular Meeting
Mar 21	Regular Meeting
Apr 5	Workshop
Apr 18	Regular Meeting
May 16	Regular Meeting
May 29	Memorial Day
Jun 20	Regular Meeting
Jul 4	Independence Day
Jul 17	Budget Workshop
Jul 18	Regular Meeting
Aug 29	Budget Workshop
Aug 29	Regular Meeting
Sep 4	Labor Day
Sep 5	Budget Workshop
Sep 19	Regular Meeting
Oct 9	Columbus Day (Most regions)
Oct 17	Regular Meeting
Nov 7	General Election
Nov 11	Veterans Day
Nov 21	Regular Meeting
Nov 23	Thanksgiving Day
Dec 12	Regular Meeting
Dec 25	Christmas Day

Item # 9

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Larry O. Anderson, Finance Director

RE: Discuss, Consider and Take Action Regarding Approval of Resolution Amending Depository Accounts Delegated Authority

---

The current Resolution Amending Depository Accounts Delegated Authority authorizes Council Members David G. Pope and Jerry Gray to sign on the City's Depository Accounts, along with City Manager Stan R. Farmer and Finance Director Larry O. Anderson.

On the Resolution in your packet, the names and signature lines have been left blank until Council approves the authorized signers on the accounts.

After the Council votes to elect the authorized signers, the Resolution will be completed with the appropriate signatures. The signed Resolution will then be sent to First United Bank and they will prepare the new signature cards, along with their required Banking Resolution, for the appropriate authorized signatures. When the documents are ready, the authorized signers will be notified to come in and sign.

Staff recommends that the City Council elect two Council Members, City Manager Stan R. Farmer and Finance Director Larry O. Anderson as authorized signers on the City's depository accounts and adopt the Resolution Amending Depository Accounts Delegated Authority.

Enclosures: Resolution Amending Depository Accounts Delegated Authority

CITY OF HORSESHOE BAY

RESOLUTION NO. 16-11-15A

AMENDING DEPOSITORY ACCOUNTS DELEGATED AUTHORITY

WHEREAS, certain accounts are established in the name of the City of Horseshoe Bay, P.O. Box 7765, Horseshoe Bay, Texas 78657-7765, with (1) First United Bank , 6905 Highway 2147, Horseshoe Bay, Texas 78657; and (2) the State of Texas Local Government Investment Pool (TexPool), c/o Federated Investors, Inc., 1001 Texas Ave., Suite 1400, Houston, Texas 77002; and

WHEREAS, Resolution No. RES 15-12-15A established certain delegated authorities and specific guidelines for transactions to said accounts; and

WHEREAS, the City Council of the City of Horseshoe Bay now wishes to amend the delegated authorities established by Resolution No. RES 15-12-15A.

NOW THEREFORE, BE IT RESOLVED, That any of the City funds may be deposited in said accounts and withdrawals from which are hereby authorized by _____, Council Member; _____, Council Member; Stan R. Farmer, City Manager; and Larry O. Anderson, Finance Director under specific guidelines which are set forth as follows:

FURTHER, that Stan R. Farmer is authorized to make withdrawals by his signature alone, subject to the limitation of Ten Thousand Dollars ($10,000.00) on each such withdrawal transaction, excluding his personal salary check, which may be signed by any one of the other authorized persons.

FURTHER, that Stan R. Farmer is authorized to make withdrawals by his signature alone for the purpose of payment to Citibank, Pedernales Electric Cooperative; Blue Cross Blue Shield of Texas; Mutual of Omaha; Colonial Life Ins.; Progressive Waste Solutions; Lower Colorado River Authority; City of Marble Falls; NACO, Nationwide Retirement Solutions; TML Risk Pool; Texas Fleet Fuel, and the Llano Central Appraisal District.

FURTHER, that Stan R. Farmer is authorized to make withdrawals by his signature, when countersigned by either _____, Council Member, or _____, Council Member, on each such withdrawal transaction in excess of Ten Thousand Dollars ($10,000.00), excluding his personal salary check.

FURTHER, that Larry O. Anderson is authorized to make withdrawals, by his signature alone, subject to the limitation of Two Thousand Five Hundred Dollars ($2,500.00) on each such withdrawal transaction, excluding his personal salary check.

FURTHER, that Larry O. Anderson, in the absence of Stan R. Farmer, is authorized to make withdrawals, by his signature alone, for the purpose of salary payroll checks, excluding his personal salary check, which may be signed by any one of the other authorized persons.

FURTHER, that Stan R. Farmer or Larry O. Anderson, each independently, is authorized to transfer monies as needed from one of the City accounts to another of the City accounts.

FURTHER, that _____, Council Member, and _____, Council Member, acting together, may from time to time borrow money in the name of the City and give the City's Revenue Notes therefore in such amounts and for such time and rate of interest as may be designated on said Notes, or the Lender's custom, and may pledge for the payment of such Notes any of the bills receivable, stock, bonds or other property of said City.

FURTHER, that any other deposits, withdrawals, transfers among City accounts, and all other depository transactions of the City may be authorized by the signatures of _____, Council Member, and _____, Council Member, acting together.

ADOPTED AND APPROVED by a vote of the City Council of the City of Horseshoe Bay on this 15th day November 2016.

_____
Stephen T. Jordan, Mayor

I, KERI CRAIG, City Secretary of the City of Horseshoe Bay, of Llano and Burnet Counties Texas, do hereby certify that I am keeper of the records and the minutes of the proceedings of the City Council of said City and that on the 15th day of November, 2016 there was held a meeting of the City Council of said City which was duly called and held in accordance with law, and at which meeting a quorum of the Council Members was present; and that at said meeting the foregoing resolution was duly and legally passed by unanimous vote.

I further certify that the following are the officers and persons authorized to sign as designated in the foregoing resolution, and that the signatures hereon are the true signatures of such officers and persons.

_____
_____, Council Member

_____
_____, Council Member

_____
Stan R. Farmer, City Manager

_____
Larry O. Anderson, Finance Director

In Witness Whereof, I have set my hand as City Secretary, and have attached hereto the official seal of the City of Horseshoe Bay, this 15th day of November, 2016

_____
Keri Craig, City Secretary

[SEAL]

IMPORTANT UPDATE BELOW

SAME GREAT FOLKS.

SAME FRIENDLY SERVICE. BRAND NEW NAME.

AMERICAN BANK OF TEXAS JOINS FORCES WITH FIRST UNITED BANK.

Dear City Of Horseshoe Bay,

American Bank of Texas and First United Bank are joining together. The partnership of these community banks ensures short- and long-term success for our customers, our communities, and our employees. As of Veterans Day, November 11, 2016, our preparations will be complete. Beginning on Saturday, November 12th, American Bank of Texas will begin operating under the First United Bank name.

This letter and the accompanying booklet provide key information and answers to common questions.

KEY INFORMATION

- Your debit cards, credit cards, and checks will continue to work.
- Telephone banking customers will re-register with First United beginning on November 13th. *Detailed information can be found in the booklet enclosed beginning on page 10.*
- The same great people you have always worked with are here to serve you.
- Online banking customers will begin using First United's online banking and mobile app on Sunday, November 13th. *Detailed information can be found in the booklet enclosed beginning on page 9.*

American Bank of Texas and First United Bank are here to serve customers in all our communities. On Veterans Day, Friday, November 11, 2016, customer service will be available by telephone from 9:00 a.m. to 5:00 p.m. Beginning Saturday, November 12, 2016, our telephone Customer Care Center will be open 24-hours a day. On holidays we will be open from 9:00 a.m. to 5:00 p.m. with the exception of Thanksgiving and Christmas. Please do not hesitate to visit your bank or give us a call at 1-800-567-1817 with any questions.

Sincerely,

Brenda Luke

Brenda Luke
American Bank of Texas

6905 W FM 2147
Horseshoe Bay, TX 78657
(830) 598-4200
firstunitedbank.com/ABTexas

35689

AMERICAN BANK OF TEXAS | First United®
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Item # 10

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Larry O. Anderson, Finance Director

RE: Discuss, Consider and Take Action Regarding Approval of Resolution Amending Authorized Representatives for TexPool

---

This Resolution Amending Authorized Representatives is a required TexPool form when it is necessary to amend Authorized Representatives. The current Authorized Representatives are Council Members David G. Pope and Jerry Gray, City Manager Stan R. Farmer and Finance Director Larry O. Anderson. On the Resolution in your packet, the names and signature lines have been left blank as this form supersedes all prior Authorized Representatives forms.

Staff recommends that the City Council elect two Council Members as Authorized Representatives on the City's TexPool investment accounts and approve City Manager Stan R. Farmer and Finance Director Larry O. Anderson as Authorized Representatives. The Resolution will then be completed with the names of the Authorized Representatives approved by City Council. When the document is completed, the Authorized Representatives will be notified to come in and sign the Resolution.

Enclosures: Resolution Amending Authorized Representatives for TexPool

Resolution Amending Authorized Representatives

Please use this form to amend or designate Authorized Representatives.

This document supersedes all prior Authorized Representative forms.

*** Required Fields**

1. Resolution

WHEREAS,

City of Horseshoe Bay, Texas
Participant Name*

7 8 9 4 3
Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool/ Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and

C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Name

Title

Phone/Fax/Email

Signature

2. Name

Title

Phone/Fax/Email

Signature

FORM CONTINUES ON NEXT PAGE

1. Resolution (continued)

3. Name

Title

Phone/Fax/Email

Signature

4. Name

Title

Phone/Fax/Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. This limited representative cannot perform transactions. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name

Title

Phone/Fax/Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the _____day _____, 20 ___.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED

Signature*

Printed Name*

Title*

ATTEST

Signature*

Printed Name*

Title*

2. Mailing Instructions

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, and mailed to:

TexPool Participant Services
1001 Texas Avenue, Suite 1400
Houston, TX 77002

ORIGINAL SIGNATURE AND DOCUMENT REQUIRED

TexPool Participant Services
1001 Texas Avenue, Suite 1400 • Houston, TX 77002
Phone: 1-866-TEXPOOL (839-7665) • Fax: 1-866-839-3291 • www.texpool.com

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G45340-17 (12/15)

Item # 11

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Kerri Craig, City Secretary

RE: Discuss, Consider and Take Action Regarding Nominations for City Advisory Committees

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The Parks Committee **consists of Brain Pokluda and Patti Woolard whose terms expire December 31, 2016 and Chairman Michael Wilder, Carrie Foran and Charlie Sugg with two-year terms expiring December 31, 2017. Brian has moved from HSB. Patti Woolard would like to be re-appointed.**

The Fox House Advisory Committee **consists of Michael Widler and Donna Bateman whose terms expire December 31, 2016 and Francie Dix and Virginia Robertson with two-year terms expiring December 31, 2017. Michael Widler and Donna Bateman would like to be re-appointed.**

The Planning & Zoning Advisory Committee **consists of Pat Bouchard and Wayne Anderson whose terms expire December 31, 2016 and Norm Long, Neil Andrew and Lynette Morrison with two-year terms expiring December 31, 2017. Pat Bouchard and Wayne Anderson would like to be reappointed.**

The City Council has discussed appointing a ***Broadband Advisory Committee*** **in December. Currently, the staff has a list of potential appointees. Staff has reached out to all of them encouraging them to apply.**

Staff suggests seeking applicants for the Parks and Broadband Advisory Committees by advertising in The Beacon, City website and through the Council reaching out to residents they think might be interested and asking them to apply on the website by going to "How Do I" and then "Apply for Boards and Commissions."

Then appointments will be made to the respective committees at the December City Council meeting.

Enclosures: CC Rules of Procedure Section VIII Procedures for City Council Appointments
Application to Serve on Boards, Committees and Commissions

CITY OF HORSESHOE BAY
CITY COUNCIL
RULES OF PROCEDURES

SECTION I.
AUTHORITY

1.1 The Charter of the City of Horseshoe Bay provides that, "Except as otherwise provided by this Charter and by the State of Texas, all powers conferred on the City shall be exercised by a City Council to be composed of a Mayor and five (5) Council Members." (Charter Art. 2.01). The Charter also provides that, "The city council shall determine its own rules of procedure." (Charter Art. 3.06) In order to provide the framework for the execution of these powers and authority, the following set of rules shall be in effect upon their adoption by the City Council and until such times as they are amended or new rules adopted.

SECTION II.
GENERAL RULES

2.1 Meetings to be Public. All meetings of the City Council shall be open to the public, with the exception of Executive Session.

2.2 City Council. For purposes of these rules, the collective membership of the Mayor and City Council Members shall be known as the City Council. Individually, each shall be referred to as Mayor or Council Member.

2.3 Quorum. Three (3) Council Members, excluding the Mayor, shall constitute a quorum for the City Council.

2.4 Minutes of Meetings. An account of all proceedings of the City Council shall be kept by the City Secretary and shall be entered in a book or electronically which entry shall constitute the official record of the City Council. The Official City Council Minutes shall describe the action taken by the City Council and a summary of subjects discussed.

2.5 City Manager. The City Manager, or designee, shall attend all City Council meetings unless expressly excused. The City Manager may make recommendations to the City Council and take part in all discussions of the City Council, but shall have no vote.

2.6 City Attorney. The City Attorney, or designee, shall attend all regular meetings of the City Council unless expressly excused and, shall upon request give an opinion, either written or oral, on questions of law during the meeting. The City Attorney shall act as the City Council's Parliamentarian. The City Attorney shall give an opinion, either written or oral, on questions of law to the City Manager or designated representative, during the course of daily affairs of the City. The City Attorney may make recommendations to the City Council and take part in all discussions of the City Council, but shall have no vote. The City Attorney shall confer and

discuss with a Council Member or the Mayor regarding a question of law pertaining to the affairs of the City. In such event, the City Attorney shall advise the City Manager of the question posed and information provided. The City Manager shall forward the information to the full City Council as soon as reasonably practical.

2.7 City Secretary. The City Secretary, or designee, shall attend all meetings of the City Council unless expressly excused, and shall keep the official minutes and perform such other duties as may be requested by the City Council.

2.8 Employees. Any employee of the City, when requested by the City Manager, shall attend any meeting of the City Council and, if requested to do so by the City Manager, such employee may present information relating to matters before the City Council. Council Members may request presentations by staff and/or particular staff members, but the City Manager will determine the staff spokesperson for providing information, for a particular agenda item, at the City Council meeting.

2.9 Executive Session. All matters taken up in Executive Session shall meet the requirements for such sessions as set out in the Texas Open Meetings Act. For the opening and closing of an Executive Session, the Mayor shall do such at the location as noted on the official agenda notice posted in compliance with the Texas Open Meetings Act. For purposes of regular agenda meeting postings, the opening and closing of an Executive Session shall be done in the Council Conference Room of City Hall.

SECTION III.
TYPES OF MEETINGS

3.1 Regular Meetings. The City Council shall meet as provided in the Horseshoe Bay City Charter. (Charter Art. 3.06). The Regular City Council meetings shall be scheduled in advance for one year at the start of each fiscal year and meet the 72-hour posting requirement of the Texas Open Meetings Act. Any regular City Council meeting may be subject to re-scheduling, provided proper notice is given pursuant to the Texas Open Meeting Act.

3.2 Special Meetings. Special meetings of the City Council shall be those meetings, which are not regular meetings. Special meetings may be called upon the written request of the Mayor, or any two (2) Council Members. The posted notice for a Special Meeting shall list the subject or subjects to be considered and shall meet the 72-hour posting requirement of the Texas Open Meetings Act. Special Meetings are open to the public.

3.3 Emergency Meetings. An emergency meeting of the City Council shall be called only if immediate action is required because of an "imminent threat to public health and safety" or a "reasonably unforeseeable situation" has arisen. The posted notice to the public of an emergency meeting shall include the emergency or urgent public necessity and shall be posted no later than two hours before the meeting is convened.

3.4 Work Session Meetings. Work session meetings may be called by the Mayor, or by any two (2) Council Members for the purpose of discussing in depth, investigating or exploring

matters of interest to the City. The time, place, and purpose of such work session meeting shall be stated in a notice complying with the Texas Open Meetings Act. Such work session meetings may be held in any appropriate location inside or outside the City Hall upon concurrence by any three (3) Council Members or as determined by the City Manager. Such work session meetings may include, meetings with one of the City's appointed boards, commissions, or committees, meeting with civic organizations or a meeting for Council Members to research, evaluate, explore, investigate, or discuss any matter of interest or possible action affecting the City, subject to compliance with the provisions of the Texas Open Meetings Act.

SECTION IV.
CONDUCT OF MEETINGS

4.1 Presiding Officer. The Mayor, if present, shall preside at all meetings of the City Council and enforce these rules and procedures during a meeting. In the absence of the Mayor, the Mayor Pro Tem shall preside. The presiding officer shall make decisions on questions of procedure subject to review respectively by the City Council as a whole. Following a decision of the presiding officer on a question of procedure, any two (2) Council Members may be entitled to appeal the decision to the City Council as a whole by the making and the seconding of a motion of appeal. Once made, the appeal must approved by an affirmative vote of a majority of the Council Members.

4.2 Call to Order. The meetings of the City Council shall be called to order by the presiding officer.

4.3 Rules of Procedure. Robert's Rules of Order shall be followed in all material respects.

4.4 Preservation of Order. The presiding officer shall preserve order and decorum, prevent clash of personalities, or the impugning of Council Members' motives to occur and confine Council Members in debate to the question under discussion.

4.5 Points of Order. The presiding officer shall determine all points of order subject to the right of any Council Member to appeal to the City Council as set out in 4.1. above.

4.6 Motions to be stated. The presiding officer shall re-state a motion being considered prior to the vote, and announce the results.

4.7 Substitution for Mayor. The Mayor may call the Mayor Pro Tem to take the Mayor's place in the meeting chair, such substitution not to continue beyond meeting adjournment.

4.8 Amendment to the Minutes. Amendments to the Minutes are made by a motion during the item to consider approval of the minutes. The Minutes provide the action taken by City Council and a summary of subjects discussed. If a Council Member desires that certain information be included in the minutes, the Council Member shall so indicate by stating, "For the record", prior to presenting the information. If it is a lengthy statement, a written copy shall be provided to the City Secretary.

SECTION V.
AGENDA

5.1 Preparation of Agenda.

A. The order of business of each meeting shall be as contained in the City Council agenda. The agenda shall be developed by the City Manager as directed by the Mayor, and produced by the City Secretary. The agenda shall be a listing by topic of subjects to be considered by the City Council.

B. The presiding officer may place any item on an agenda. Each Council Member may place an item on the agenda and provide supporting documentation by making a request in writing, which shall include e-mail. Such requests should be submitted to the Mayor and the City Manager not later than 1:00 p.m. on the Tuesday fourteen (14) days prior to a regular City Council meeting. The Mayor, City Manager, and City Council member submitting the item may communicate concerning the item, agenda language and preparation of supporting documentation.

C. The City Secretary shall prepare a Preliminary Agenda and distribute it to the Mayor and Council Members no later than the Friday eleven (11) days prior to the regular City Council meeting. City Council should have comments back to City Manager or City Secretary by 9:00 a.m. eight (8) days prior to the regular City Council meeting. Upon direction of the Mayor or the City Manager, the City Secretary shall send a copy of the Preliminary Agenda to the local newspapers for publication on the Tuesday seven (7) days prior to the regular City Council meeting.

D. The City Manager shall provide the City Council with a written analysis of and, if appropriate, recommendation of items to be acted on by the City Council at its meetings. These communications shall be generally referred to as the Agenda Packet.

E. The City Secretary shall prepare the final Agenda and compile the Agenda Packet on the basis of what is complete by 10:00 a.m. on the Thursday before the Council meeting.

F. The Agenda and Agenda Packet shall be available to members of the Council not later than 3:00 p.m. on the Thursday prior to a regular City Council meeting.

G. Any item not appearing on the agenda shall not be taken up for discussion as a matter of City Council business during a regular meeting unless it is of an emergency nature as authorized by the Texas Open Meetings Act and comes to the City's attention too late to appear on the agenda. Such special, urgent, or emergency issues shall be posted in compliance with the Texas Open Meetings Act and the City Charter, and may be added as a supplemental item to the published Agenda and Agenda Packet.

H. The City Secretary shall post notices of all City Council meetings in compliance with the Texas Open Meetings Act.

5.2 Consent Agenda. In preparing the agenda, the City Manager shall give consideration to the number and degree of complexity of items to be considered by the City Council for the purpose of conserving the City Council's time in meetings. Items which are anticipated to be routine and require no discussion by the City Council shall be listed under the agenda category styled "Consent Agenda Items." Prior to taking up the Consent Agenda, the presiding officer shall determine if there are any items thereon which should be removed from the Consent Agenda for discussion. Any Council Member may, upon request, remove any item from the Consent Agenda for discussion and separate action. Thereafter, all remaining Consent Agenda items may be acted upon by a single motion approving the Consent Agenda. Items removed from the Consent Agenda shall be considered on the ending resolution, which is for action not otherwise approved.

5.3 Oral Presentations by City Manager. Matters requiring the City Council's attention or action which may have developed since the deadline for delivery of the Agenda Packets may, upon approval of the City Council, and after satisfying the requirements of the Texas Open Meetings Act, be presented orally by the City Manager, or designated staff.

SECTION VI.
CITIZEN PARTICIPATION AT MEETINGS

6.1 Individual Items on the Agenda: Members of the public wishing to speak to an agenda item being considered during that meeting shall be allowed to address the Council provided the person has completed the signing in process prior to start of the meeting, unless waived by the presiding officer. Presentation by people shall be limited to a time-period of not more than three (3) minutes to speak on one or multiple agenda items. Groups of people from the same organization or group are asked to share ten minutes to address the council on specific agenda items. The spokesperson for the organization or group should indicate the organization or group during the signing process and request ten minutes.

6.2 Time-Certain Items and Public Hearings: Members of the public must complete the signing in process for a time-certain item prior to its posted time of consideration. Each person will have three (3) minutes to speak.

6.3 Comments from the Public: Members of the public wishing to speak on an issue that is not related to an Agenda item for that meeting shall be allowed to address the Council, provided the person has completed the signing in process prior to the time of the Agenda for Public Comment, unless waived by the presiding officer. Presentation by the public shall be limited to not more than three minutes.

SECTION VII.
DECORUM

7.1 The Council is committed to conducting its business in a courteous, reasonable, and respectful manner. All Council Members and all persons in attendance at the meetings shall demonstrate good conduct and act with propriety and decorum. No person shall make personal, impertinent, or slanderous remarks.

7.2 Any person who becomes unruly, boisterous and/or threatening while addressing the City Council or while attending the City Council meeting may be removed from the room if the security officer is so directed by the presiding officer, and such person shall be barred from further audience before the City Council during that session of the City Council.

SECTION VIII.
PROCEDURES FOR CITY COUNCIL APPOINTMENTS

8.1 General:

A. As set out in Chapter 10 of the City of Horseshoe Bay Charter, the City Council has the authority to create, abolish, establish, and appoint such boards, commissions, and committees, composed of citizens of the City of Horseshoe Bay or residents within the City's extraterritorial jurisdiction, as it deems necessary to carry out the functions of the City and to prescribe the purpose, functions, and tenure of each board, commission, or committee.

1. The purposes of this policy are to establish uniform procedures for the following:
   a. The establishment and termination of all City of Horseshoe Bay boards, commissions, and committees; and
   b. The appointment of citizens or residents to serve as members of Horseshoe Bay boards, commissions, or committees or as an official representative of the City of Horseshoe Bay.

2. This Procedure for City Council Committees and Appointments applies to all City Council committees and appointments with the following exceptions:
   a. The appointment of a Councilmember by the Mayor for a special assignment. Such assignment shall be reported to the City Council as soon as possible.
   b. The establishment of ad hoc work groups or forums by the City Council upon the recommendation of the Mayor or City Manager for the purpose of facilitating community coordination and communication on a specific issue. The members of such a working group or forum may be determined by the Mayor or City Council.

B. Definitions:

1. ***Application***: The "City of Horseshoe Bay Application for Consideration of Appointment" as adopted by the City Council and published by the City Secretary.

2. ***Active Application***: A completed Application on file with the City Secretary that is less than two years old from date of filing with the City. All Active Applications shall be maintained by the City Secretary, unless applicant moves or requests that his or her Application be removed.

3. ***City Appointee***: Citizen named by the City Council to represent the City of Horseshoe Bay as a member of another entity's Board, Commission, or Committee.

4. ***City Board, Committee, or Commission Member***: Citizen named by the City Council to serve on a City Special Purpose Committee or on a City Standing Board, Committee, or Commission.

5. ***City Special Purpose Committee***: A committee formed by the City Council through a Resolution to meet a special purpose.

6. ***City Standing Board, Committee, or Commission***: A board, commission or committee established by the City Council through an Ordinance to perform designated functions. A City Standing Board or Committee continues from year to year with changing membership until it is formally terminated by action of the City Council.

7. ***Qualified Applicant***: A citizen who meets the member eligibility qualifications and has an Active Application on file with the City Secretary.

8.2 Establishment and Termination of City Boards, Committees, and Commissions.

A. The City Council shall establish statutory boards and commissions as required by Texas law to assist in the conduct and operation of the City such as the Board of Adjustment and the Planning and Zoning Commission.

B. In addition, the City Council may establish citizen advisory committees to provide input, information, and guidance concerning a designated area as the need may arise

C. All City Council Boards and Committees shall be established by ordinance or resolution by the City Council and shall be dissolved as directed by the City Council. Information concerning the purposes and expectations of each committee shall be set forth in the enabling ordinance or resolution.

D. The duties of all City Boards and Committees may not be inconsistent with the Horseshoe Bay City Charter or City of Horseshoe Bay Code of Ethics.

8.3 Selection and Appointment of City Representatives and Members to City Boards, Committees, and Commissions.

A. Through the appointment of City Representatives and Boards and Committee Members, the City Council shall seek to draw from the rich talents, experiences, and expertise of the citizens, and to provide a structure for citizen input and feedback.

B. Citizens are appointed to serve on a City Board or Committee or as a City Appointee at the pleasure of the City Council. The City Council retains the right to excuse an appointed member from service or to replace any appointed member at any time for any reason.

C. No City Board or Committee Member shall get involved in the daily operations of the departments of the City or in personnel matters. No City Board or Committee Member is authorized to speak for the City Council.

D. For a citizen to be eligible for consideration for appointment or re-appointment to a City Board or Committee or to serve as a City Appointee, he or she must meet the following qualifications:

1. Must be a citizen or resident in the City of Horseshoe Bay or a resident in the City's extraterritorial jurisdiction;
2. Must not be in arrears in the payment of any taxes or other liability due to the City;
3. Must have an Active Application on file with the City Secretary;
4. Must meet any certain requirements as set out in State statute; and
5. May not hold any other public office, including other City Council appointments, except that of Notary Public or as a member of the armed services or National Guard.

E. Information about all City appointments that will be open at the end of each year will be distributed to the public beginning in September of that year. Applications shall be solicited in a variety of ways to include newspaper articles, website information, posting of notice on official bulletin board, encouragement by word of mouth, and by invitation.

F. Applications are available and may be completed and returned to the City Secretary at any time during the year. To be considered for vacancies for terms expiring that year, the deadline for filing Applications is the first Monday of November of that year. Incumbents seeking re-appointment must have an Active Application of file by that date. Applicants may indicate an interest in more than one board; however, no person shall serve concurrently on more than one board.

G. When a vacancy becomes open, the City Council shall be informed of all Qualified Applicants who have indicated an interest in appointment or re-appointment to that City Board or Committee, and any other Qualified Applicant with relevant experience.

1. This information will be provided to the City Council in November for review for consideration of appointments for the next year.

2. If a vacancy becomes open during the calendar year, the City Council shall be provided the same information as early as possible before action is taken to make a new appointment.

H. After reviewing this information, the City Council shall make appointments with consideration for appointing members with qualifications that enhance the whole committee while providing a mix of experienced and new members.

I. Term of Office:

1. Citizens are appointed to serve on a City Board or Committee or as a City Appointee at the pleasure of the City Council. The City Council retains the right to replace any appointed member at any time for any reason.

2. City Board and Committee Members and City Appointees are appointed for a limited purpose and time, and once the assigned term of office is completed, they are excused from this appointment unless the City Council selects the citizen for another term of service.

3. A City Appointee shall serve for a term of one (1) year and is eligible for reappointment for only one additional term unless specifically extended by the City Council. In the event a vacancy occurs prior to the expiration of a full-term, the City Council may appoint a new member from the pool of Qualified Applicants to complete the unexpired term.

4. A City Standing Board or Committee Member will be appointed by the City Council for a term of two (2) years. No citizen shall be appointed to the same City Standing Board or Committee for more than two consecutive terms unless specifically extended by the City Council. Terms will be staggered so approximately one-half of the membership at any one time has experience. In the event a vacancy occurs prior to the expiration of a full-term, the City Council may appoint a new member from the pool of Qualified Applicants to complete the unexpired term.

5. A City Special Purpose Committee Member shall be appointed for the time as designated by the City Council, or until disbanded by the City Council or at such time the final report of the Committee is received by the City Council.

6. All terms for appointments to City Boards and Committees and for City Appointees shall run on a calendar year from January through December.

J. Any City Board or Committee Member or City Appointee who ceases to reside in the City of Horseshoe Bay during his or her term of office shall immediately forfeit his or her position. (Whatever CC decides re member eligibility requirements, this would need to be made parallel.)

SECTION IX.
CONFIDENTIALITY

9.1 Litigation: When the City of Horseshoe Bay is involved in litigation or a legal dispute, Council Members shall not comment on settlements, appeals, or other issues related to the subject until the matter is resolved. The City Attorney shall be authorized to provide any public responses or comments, as needed on matters involving litigation.

9.2 Executive Session: All matters discussed in Executive Session, as authorized by the Texas Open Meetings Act, may be deemed confidential and by law, and participants authorized to attend Executive Sessions are not required to make public disclosure concerning the matters discussed in Executive Session. It shall be the policy of the City Council that the Mayor, individual Council Members, City Manager, City Attorney, City Secretary, and others who are authorized to attend Executive Sessions shall not make selective disclosure of confidential matters where the information has not been released to the general public. The presiding officer may be authorized to issue a statement regarding confidential matters upon approval of same by

the City Council. Violations of this procedure shall be enforced in accordance with the Ethics Policy and practices as adopted by the City Council.

ADOPTED AND APPROVED as amended on this the 26th day of August, 2014 by a unanimous vote of the City Council of the City of Horseshoe Bay, Texas.

CITY OF HORSESHOE BAY, TEXAS

_____
Stephen T. Jordan, Mayor

ATTEST:

_____
Teresa L. Moore, TRMC
City Secretary

Date Rec'd:_____

By:_____

APPLICATION TO SERVE ON CITY OF HORSESHOE BAY BOARDS, COMMITTEES AND COMMISSIONS

If you are interested in serving on a board, committee or commission appointed by the City Council, please complete this application and return it to the City Secretary, City of Horseshoe Bay, P. O. Box 7765, 1 Community Drive, Horseshoe Bay, Texas 78657. **Please PRINT clearly.** Your application will be held for consideration for two years by the Council as appointments are required.

Qualifications for Appointment: The City has established certain qualifications that must be met by all members of any board or commission. In addition to any special qualification for a particular board or commission, you must:

- Be a citizen or resident in the City of Horseshoe Bay or a resident in the City's ETJ;
- Must not be in arrears in the payment of any taxes or other liability due to the City;
- Must have an active application on file with the City Secretary;
- Must meet any certain requirements as set out in State Statute; and
- May not hold any other public office, including other City Council appointments, except that of a Notary Public or as a member of the armed services or National Guard

CHECK ONE □ Mr. □ Mrs. □ Miss □ Ms.	NAME: x	HOME TELEPHONE #
	ADDRESS: x	WORK TELEPHONE #
	CITY, STATE, ZIP x	MOBILE TELEPHONE #
E-MAIL ADDRESS:		

Please check the appropriate box for the boards, committees or commissions on which you are willing to serve – see the back of this application for a description of each board or commission.

- ☐ Planning and Zoning Commission
- ☐ Parks Advisory Committee
- ☐ Fox House Advisory Committee
- ☐ **Broadband Advisory Committee**

EDUCATION

CURRENT EMPLOYMENT

TELL US A LITTLE ABOUT YOURSELF

Have you ever served on a board or commission in the City of Horseshoe Bay or any other city?

□ Yes □ No If yes, please describe: _____

_____

_____ _____

Applicant Signature **Date**

Some information supplied on this form is public information. If you would like to keep it confidential please complete the attached form and return with this application.

DESCRIPTIONS OF VARIOUS EXISTING BOARDS, COMMITTEES AND COMMISSIONS

Planning and Zoning Commission – The commission recommends boundaries of various districts and regulations to be enforced therein and hears and makes recommendations to the City Council on any matters relating to zoning, planning or subdivision control. It is composed of three members serving for a term of two years. They meet monthly as needed.

Parks Advisory Committee – This committee recommends policies and procedures for proper administration of the parks program of the city subject to approval of the City Council. This board also serves to encourage and facilitate establishment and maintenance of recreational facilities and programs, as well as acquisition of new areas for parks and recreation programs or expansion and improvement of current programs and facilities. This board consists of five members appointed for two-year terms with one member representing the HSB POA Board of Directors. They meet as needed.

Fox House Advisory Committee– This committee serves as the entity responsible for the restoration and future use of the Fox House.

Broadband Advisory Committee – The purpose of this Committee is to explore potential broadband service options to increase the availability of high-speed internet options in Horseshoe Bay.

Board of Adjustments – The purpose of this board is to hear and review appeals of persons affected by any decision of the Development Services Manager or hear variance requests related to requirements of the zoning ordinance. The Board has the authority to reverse or affirm the Development Services Manager's decision, or to impose reasonable conditions on the applicant. At the current time the Council serves as the Board.

Texas Government Code Section 552.024
Public Access Option Form

[Note: This form should be completed and signed no later than the 14th day after the date the employee begins employment, the public official is elected or appointed, or a former employee or official employment or service.]

_____
(Name)

The Public Information Act allows employees, public officials and former employees and officials to elect whether to keep certain information about them confidential. Unless you choose to keep it confidential, the following information about you may be subject to public release if requested under the Texas Public Information Act. Therefore, please indicate whether you wish to allow public release of the following information.

	PUBLIC ACCESS?	
	NO	**YES**
Home Address		
Home Telephone Number		
Social Security Number		
Information that reveals whether you have family members		

_____
(Signature)

_____
(Date)

Rev. 08/2014

Item # 13a

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Kerri Craig, City Secretary

RE: Minutes of the October 18, 2016, November 15, 2016, and November 16, 2016 City Council Meetings

Enclosures: Minutes

CITY OF HORSESHOE BAY

CITY COUNCIL MEETING

MINUTES

The City Council of the City of Horseshoe Bay held a Public Meeting at City Hall October 18, 2016, beginning at 3:00 p.m. in accordance with duly posted notice of said meeting with the following members present:

Stephen T. Jordan, Mayor
Craig Haydon, Mayor Pro Tem
Cynthia Clinesmith, Council Member
Jerry Gray, Council Member
Reagan Lambert, Council Member
David Pope, Council Member

The posted agenda for this meeting is made a part of these minutes by attachment and the minutes are herewith recorded in the order the agenda items were considered, with the agenda item number and subject shown preceding the applicable paragraph.

1. Call the Meeting to Order and Establish a Quorum: Mayor Jordan called the meeting to order at 3:00 p.m. stating a quorum was present. The Mayor said copies of the agenda were available on the podium and asked that anyone who would like to make comments please sign the sheet on the podium and go to one of the podium microphones when it was their turn to speak.

2. Invocation: Rev. Dr. Malcolm McQueen, Pastor of the Church at Horseshoe Bay gave the invocation.

3. Pledges to the Flags: Mayor Jordan led the pledges of allegiance to the United States flag and the Texas flag.

4. Public Comments: Dan Gillian addressed the council regarding the new solid waste contractor, Republic Services. Mr. Gillian cited at one of the multi-family units he manages the dumpster was swamped for 24 individual cans causing many issues for tenants and visually impacting the area. Mayor Jordan stated that he was well aware of the issues and was working with Republic to rectify all complaints and issues raised during the transition; noting the Cape is the largest challenge. Mayor Jordan called on Gary Gauci, Municipal Services Manager for Republic Services to address what was been done by Republic Services to resolve the complaints and concerns of the residents. Mr. Gauci explained that the commercial roll out had proceeded as planned and were waiting on additional 95 gallon cans to complete the single family residential obligation. Residents with single car garages not capable of storing the 95 gallon will be supplied with 65 gallon cans as they become available. Republic will continue to access the multi-family issues and provide the appropriate solution.

5. Staff Recognition:
   a. Service Awards:
      i. Bobbi Havens – 10 Year Service Award

   Director Eric Winter presented Development Services Technician and Municipal Court Clerk, Bobbi Havens, with a plaque commemorating her 10 years of service to the City. Eric thanked Bobbi for her service to the city and many contributions to the Development Services Department.

6. State of the City: Mayor Jordan explained the "State of the City" is written annually by the Mayor and published in the Beacon and Highlander newspapers. He noted that the City Council works very hard for the betterment of Horseshoe Bay.

7. Presentation by Johnny Campbell with Marble Falls Area Ambulance Service: Mayor Jordan introduced Executive Director Johnny Campbell of Marble Falls EMS Inc. and members of ESD #1 and ESD #2. Mr. Campbell reported on the success and accomplishment of the nonprofit stating a 5 ½ to 6 minute ESD response time for citizens of HSB.

8. Items to be Removed from the Consent Agenda: There were no items removed from the consent agenda.

9. Consent Agenda:
   a. Approve Minutes of the September 20, 2016 Regular Meeting:
   b. Approve Renewal of Interlocal Agreement with Llano County Jail Services:
   c. Approve Proclamation Blazing Star Masonic Lodge #413:
   d. Approve Contract for Impact Fee Update with HDR Engineering:

   Mayor Pro Tem Haydon made the motion to accept all consent agenda items seconded by Council Member Pope. Motion passed unanimously.

10. Monthly Statistical Departmental Data Reports:
    a. City Manager; Administration; Community Services; Development Services; Fire Dept.; and Police Dept.

    Director Larry Anderson acknowledged Council Member Pope for his assistance and overview of the city's financials. Mr. Anderson then reported on the Financial Results for the FY Ending September 30, 2016. Quarterly Financials indicate the city is on track to balance expenditures and revenue.

11. Discuss, Consider and Take Action on Establishment of a Minimum Balance of $300,000 to be Maintained in a Segregated Rate Stabilization Account and the Requirements of Council Approval to Drop Below This Balance and That it be Used Exclusively for the Purpose of Rate Stabilization When Needed: Council Member Gray made the motion to accept the establishment of a $300,000 Minimum Balance TexPool account to be used only for the Utility Rate Stabilization Account seconded by Mayor Pro Tem Haydon. Motion passed unanimously.

12. Discuss, Consider and Take Action Regarding the Approval of Renewal of Annual Contract to Provide Firefighting Services Between the City of Horseshoe Bay and Llano County ESD #4, Llano County MUD#1, and Deerhaven Water Control and Improvement District

    Mayor Pro Tem Haydon made the motion to approve the Renewal of Annual Contract seconded by Council Member Gray. Motion passed unanimously.

13. Public Hearing, Discuss, Consider and Take Action Regarding Adoption of Comprehensive Long Range Plan: Mayor Jordan convened a public hearing at 4:15 pm and asked if there were any comments. There were none and he adjourned the public hearing.
    Motion made by Council Member Gray to adopt the Long Range Plan, seconded by Council Member Pope. Council Member Clinesmith proposed an amendment to the motion which was accepted by Council Member Gray and seconded by Council Member Pope. The motion, as amended was passed unanimously.

14. The City Council, Meeting as the Board of Adjustment, Will Conduct a Public Hearing, Discuss, Consider and Take Action Regarding:
    a. Request for a 10 Foot Variance in the 35 Foot Front Yard Setback Requirement for Lot 90 of Escondido Plat 1.1 to Allow Construction of a Single Family Residence Outside of the 100 Year Floodplain of Pecan Creek (100 Block of Encantada)

    Mayor Jordan convened a public hearing at 4:24 pm and asked if there were any comments. There were none and he adjourned the public hearing. Mayor Pro Tem Haydon made the motion to approve the request which was seconded by Council Member Pope. The motion, as amended was passed unanimously.

15. Public Hearing, Discuss, Consider and Take Action Regarding Approval of the Preliminary and Final Plat of a Replat of Lot W9009 of Horseshoe Bay West, Plat No. W9.1, to be Known as Horseshoe Bay West, Plat No. W9.009. The purpose of the Replat of this lot Zoned R-4 Multi-Family Residential is to Divide the lot in two Allowing for a Common Wall Duplex to be Built With the Common Wall Being on the Dividing Line of the two lots (100 Block of Uplift): Mayor Jordan convened a public hearing at 4:28 pm and asked if there were any comments. A nearby citizen of the proposed Replat voiced his concerns on the division of the parcel and the possible structures that might appear. A discussion by the council included the possibilities of the owner/developers intentions. Rex Baker intervened to remind council that the item under consideration was a replat of the parcel only. Mayor Jordan closed the public hearing at 4:35pm.

    Mayor Pro Tem Haydon made the motion to approve the request which was seconded by Council Member Gray.

16. Public Hearing, Discuss, Consider and Take Action Regarding Approval of the Preliminary and Final Plat of a Replat of Lot W9013 of Horseshoe Bay West, Plat No. W9.1, to be Known as Horseshoe Bay West, Plat No. W9.013. The purpose of the Replat of this lot Zoned R-4 Multi-Family Residential is to Divide the lot in two Allowing for a Common Wall Duplex to be Built With the Common Wall Being on the Dividing Line of the two lots (100 Block of Uplift): Mayor Jordan convened a public hearing at 4:36 pm and asked if there were any comments. There were none and he adjourned the public hearing.

Mayor Pro Tem Haydon made the motion to approve the request which was seconded by Council Member Clinesmith.

17. Request for Three Variances From the Sign Ordinance to Allow Replacement of Sign Faces on an Existing Legal Non-Conforming Monument Sign requested by First United Bank. The Variances are to:
    a. Allow new Signage on the Existing Legal Non-Conforming Sign;
    b. For a 2 Foot Variance in the 6 Foot Maximum Height Requirement; and
    c. For a 7 Foot Variance in the 5 ½ Foot Maximum Width Requirement for a Permanent Commercial Monument Sign at American Bank (6905 FM 2147)

    Council Member Pope made the motion to approve the request for Three Variances from the Sign Ordinance seconded by Mayor Pro Tem Haydon. Motion passed unanimously.

18. Discuss, Consider and Take Action Regarding Resolution to Direct City Prosecutor to File Petition with Municipal Court for an Order for Repair, Demolition and/or Removal of Substandard Structures at 312 Nattie Woods and 316 Nattie Woods:
    Item was removed from the agenda.

19. Recognition of Departing Council Member David Pope: Mayor Jordan presented Council Member David Pope with a plaque commemorating his four years of service and contribution as a Council Member. Mayor Jordan invited Nelda Pope, David's wife to join the ceremony because of the support and understanding the spouse brings to any elected official. Mayor Jordan praised Council Member Pope for his year's overview of the financial details and leadership style.

20. Discuss, Consider and Take Action Regarding Hiring City Secretary: At 4:40 p.m. Mayor Jordan announced that the Council would go into Executive Session pursuant to Sections 551.071, Government Code regarding agenda item 20.

    When the executive session was over the Mayor reconvened the council meeting at 4:50 and at that time a motion was made by Council Member Pope and seconded by Council Member Clinesmith to hire Kerri Craig as the new City Secretary. The vote was unanimous.

18. Adjournment: Mayor Pro Tem Haydon made the motion to adjourn the meeting at 5:35 p.m., seconded by Council Member Pope. Motion passed unanimously.

APPROVED this 18th day of October, 2016.

CITY OF HORSESHOE BAY, TEXAS

Stephen T. Jordan, Mayor

ATTEST:

Sheryl G. Pollard, Interim City Secretary

CITY OF HORSESHOE BAY

CITY COUNCIL MEETING

MINUTES

November 15, 2016

The City Council of the City of Horseshoe Bay held a public meeting at City Hall on November 15, 2016, beginning at 3:00pm in accordance with duly posted notice of said meeting with the following members present:

Steve Jordan, Mayor
Craig Haydon, Mayor Pro Tem
Cynthia Clinesmith, Council Member
Jerry Gray, Council Member
Regan Lambert, Council Member

The posted agenda for this meeting is made a part of these minutes by attachment and the minutes are herewith recorded in the order the agenda items were considered, with the agenda item number and subject shown preceding the applicable paragraph.

1. Call the Meeting to Order and Establish a Quorum: Mayor Jordan called the meeting to order at 3:00 pm stating a quorum was present.

2. Invocation: Rev. Dr. Malcolm McQueen, Pastor of the Church at Horseshoe Bay, gave the invocation.

3. Pledges to the Flags

4. Public Comments: Mike Thuss stated Llano County in conjunction with the City of Llano and the hospital of Llano conducted a mass casualty exercise this morning that went very well, and Judge Cunningham asked me to come down and express her appreciation for the help received from Stan Farmer and Joe Morris. Mayor Jordan expressed appreciation to them for conducting the exercise and coming to the meeting. Frank Gracely congratulated those elected to City Council and stated it is his hope and prayer that God grants them the wisdom to make great decisions forthcoming and continue to make our community a great place to work, live and play. Mr. Gracely stated that he remains committed to public service, is always available if needed to serve, and God bless America and God bless the City of Horseshoe Bay. Mayor Jordan expressed appreciation to Mr. Gracely for stepping forward and running for City Council and that he looks forward to working together going forward. Mayor Jordan also recognized Dennis Hoover, who also ran in the recent City Council election, for his willingness to step forward. Dennis Hoover thanked the Mayor and stated he was grateful for the opportunity and he will continue to participate in public service.

   Mayor Jordan stated that he is asking the Council to defer all but the last three agenda items (15, 16 and 17), on today's agenda to a special meeting on November 22nd, after the election is canvassed on November 16th. Mayor Pro Tem Craig Haydon motioned to postpone all items except for items 15, 16 and 17 to the November 22nd agenda. Council Member Jerry Gray seconded. Motion passed unanimously.

5. Staff Recognition:
   a. New Employees:
      a. Kerri Craig – City Secretary
      b. Coleen Sullivan - GIS Administrator
      c. Nathalie Kip – Assistant Planner
6. Discuss, Consider and Take Action Regarding Election of Mayor Pro Tem
7. Discuss, Consider and Take Action Regarding Election of Chief Information Officer
8. Discuss, Consider and Take Action Regarding City Council Meeting Schedule for 2016
9. Discuss, Consider and Take Action Regarding Approval of Resolution Amending Depository Accounts Delegated Authority
10. Discuss, Consider and Take Action Regarding Approval of Resolution Amending Authorized Representatives for TexPool
11. Discuss, Consider and Take Action Regarding Seeking Applications for City Advisory Committees
12. Items to be removed from the Consent Agenda
13. Consent Agenda Items:
    a. Approve Minutes of the October 18, 2016 Regular Meeting and the November 16, 2016 Special Meeting to Canvass
    b. Approve 2016 Tax Roll submitted by the Llano County and Burnet County Tax Assessor-Collectors
    c. Approve City Holiday Schedule for 2017
    d. Approve Renewal of Agreement with Llano County MUD for Backup Water Line Interconnection and Supply
    e. Approve Ordinance Declaring the Results of the November 8, 2016 General Election
    f. Discuss, Consider and Take Action Regarding the Renaming of Sure Fire to Wayne's Trail.
    g. Discuss, Consider and Take Action Regarding Amending Horseshoe Bay Code of Ordinances, Article 1.04.001 Emergency Management Succession of Authority.
14. Monthly Statistical Departmental Data Reports:
    a. City Manager; Administration; Community Services; Development Services; Fire Dept.; and Police Dept.

15. Public Hearing, Discuss, Consider and Take Action Regarding Approval of a Preliminary Replat of Lot 20 of Horseshoe Bay West Plat No. W36.3, Hidden Coves Planned Development into 11 Lots, and Approval of the Final Replat of Two of Those Lots (2500 Block of Diagonal Dr.): Development Services Director Eric Winter provided a presentation and the staff report is on file. Staff recommends approval. Mayor Jordan convened a public hearing at 3:12 p.m. and asked if there were any comments. There were none and he adjourned the public hearing at 3:12 p.m. Mayor Pro Tem Craig Haydon motioned to approve staff's recommendation. Council Member Jerry Gray seconded. Motion passed unanimously.

16. Public Hearing, Discuss, Consider and Take Action Regarding a Replat of Lots 15 thru 18 and Lake Area Lots 19A thru 19N of Horseshoe Bay West, Plat No. W36.3, Hidden Coves Planned Development. The Purpose of the Replat is to Join Lot 15 with Lake Lots 19H and 19J, Lot 16 with Lake Lot 19K, Lot 17 with Lake Lot 19L and Lot 18 with Lake Lot 19M and form Lot 19N-1 as a 0.10 acre Non-Exclusive Easement Lot, and to renumber Lake Lots 19A through 19G as Lake Lots 10A through 14A, 22A and 23A (2500 Block of Diagonal Dr.): Development Services Director Eric Winter provides a presentation and the staff report is on file. Staff recommends approval. Sam Boyd states the purpose of this is to clarify their original intent, which was to assign a boat slip to each lot, to name each boat slip, and assign them to a lot number. Mayor Jordan convened a public hearing at 3:20 p.m.

and asked if there were any comments. There were none and he adjourned the public hearing at 3:20 p.m. Mayor Pro Tem Craig Haydon motioned to approve staff's recommendations. Council Member Cynthia Clinesmith seconded. Motion passed unanimously.

17. Public Hearing. Discuss, Consider and Take Action Regarding a Request from Mike Walsh for a Conditional Use Permit to Allow Bayside Fresh Market to Offer Beer and Wine in Glasses Instead of Paper Cups (9710 FM 2147): Development Services Director Eric Winter provides a presentation and the staff report is on file. Staff recommends approval. Mayor Jordan convened a public hearing at 3:30 p.m. and asked if there were any comments in favor or opposed to this item. There were none and he adjourned the public hearing at 3:30 p.m. Mayor Pro Tem Craig Haydon motioned to approve staff's recommendations with a two year sunset review position. Council Member Jerry Gray seconded. Motion passed unanimously.

18. Adjournment: Mayor Pro Tem Craig Haydon motioned to adjourn the meeting at 3:39 p.m. Council Member Cynthia Clinesmith seconded. Motion passed unanimously.

APPROVED this 15th day of November, 2016.

CITY OF HORSESHOE BAY, TEXAS

Stephen T. Jordan, Mayor

ATTEST:

Kerri Craig, City Secretary

CITY OF HORSESHOE BAY

CITY COUNCIL SPECIAL MEETING
TO CANVASS NOVEMBER 8, 2016 GENERAL ELECTION RESULTS

MINUTES

November 16, 2016

The Council of the City of Horseshoe Bay held a Special Public Meeting at City Hall, located at #1 Community Drive, Horseshoe Bay, Llano County, Texas, November 16, 2016, in accordance with duly posted notice of said meeting. Mayor Steve Jordan called the meeting to order at 9:05 a.m. with a quorum of Council Members present as follows:

Steve Jordan, Mayor
Cynthia Clinesmith, Council Member
Craig Haydon, Council Member
Jerry Gray, Council Member
Kent Graham, Council Member

The posted agenda for this meeting is made a part of these minutes by attachment and the minutes are herewith recorded in the order the agenda items were considered with the agenda subject and item number shown preceding the applicable paragraph.

1. Call to Order and Establish a Quorum: Mayor Steve Jordan called the Special meeting to order at 9:05 a.m. with a quorum present.

2. Canvass and Tabulate Votes from the November 8, 2016 Election: Mayor Jordan stated the City had three Councilmembers whose term expired this year. Council Member Cynthia Clinesmith made a motion to certify the election results and canvass the votes for the November 8, 2016 general election. Council Member Craig Haydon seconded. Motion passed unanimously.

3. Adjournment: Council Member Craig Haydon made a motion to adjourn the meeting at 9:15 a.m. Council Member Cynthia Clinesmith seconded. Motion passed unanimously.

APPROVED this 16th day of November 2016.

CITY OF HORSESHOE BAY, TEXAS

Stephen T. Jordan, Mayor

ATTEST:

Kerri Craig, City Secretary

Item # 13b

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Larry O. Anderson, Finance Director

RE: Approve 2016 Tax Roll submitted by the Llano County and Burnet County Tax Assessor-Collectors

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Section 26.09(c) of the Texas Property Tax Code requires that the Tax Assessor shall enter the amount of tax determined by using the certified appraisal roll and submit it to the governing body for approval. The approved appraisal roll with amounts of tax entered constitutes the Tax Roll.

Staff was provided the appraisal rolls with the tax levies from the Burnet County and Llano County Tax Assessors. The following is the tax levy provided by each:

	Taxable Value	Tax Levy on Roll
Burnet County as of 10/18/16:	$ 199,630,947	$ 519,041
Llano County as of 10/05/16:	$1,589,545,782	$4,132,822
Totals	$1,789,176,729	$4,651,863

By way of comparison, last year's roll was as follows:

	Taxable Value	Tax Levy on Roll
Burnet County as of 11/06/15:	$ 195,995,739	$ 489,989
Llano County as of 11/06/15:	$1,493,802,088	$3,736,058
Totals	$1,689,797,827	$4,226,047

Staff requested that the rolls be provided on CD's as opposed to a printed version as the roll is in excess of 1,000 pages. These are available for your review.

Staff requests City Council approval of the Burnet and Llano County 2016 Tax Rolls.

Enclosures: None

Item # 13c

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Vicki Briggs, Human Resources Director

Re: City Holiday Schedule for 2017

The approved policy for City holidays (11 total) includes ten (10) paid holidays plus one (1) paid personal day. The personal day must be taken within the calendar year and cannot be carried forward to the following year.

The following is the recommended schedule of holidays (10) to be observed:

New Year's Day	Monday, January 2, 2017
Presidents' Day	Monday, February 20, 2017
Good Friday	Friday, April 14, 2017
Memorial Day	Monday, May 29, 2017
Independence Day	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Thanksgiving Day	Thursday, November 23, 2017
Friday after Thanksgiving Day	Friday, November 24, 2017
Christmas Eve	Friday, December 22, 2017
Christmas Day	Monday, December 25, 2017

These are the same holidays approved by the City Council for 2016.

Staff requests City Council approve the Holiday Schedule as presented above.

Enclosures: None

Item # 13d

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Jeffrey A. Koska, Community Services Director

Re: Renewal of Agreement with Llano County MUD #1 for Backup Water Line Interconnection and Supply

---

An agreement between the City and Llano County M.U.D. #1 (LCMUD) was formalized in December 2009 providing procedures for a permanent interconnection between the City's and LCMUD's water systems. The connection provides a temporary emergency back-up water supply in the event the Blue Lake Water Treatment Facility is offline due to damages or required repairs. The interconnection has existed for more than twenty years, however has been utilized only three times for emergency purposes.

The original agreement was approved by the City Council at the December 15, 2009 Council meeting. The agreement stipulates an annual renewal. Enclosed is a letter from LCMUD's General Manager that provides written request for the renewal of the contract and to extend the term for a five-year period instead of an annual renewal. The term of the current contract will end on December 31, 2016. If Council chooses to authorize the requested term extension the new renewal date for this contract will be December 31, 2021.

Staff recommends approval of the interconnection agreement for the period of January 1, 2017 through December 31, 2021.

Enclosures: LCMUD's Letter Requesting Renewal of the Agreement and Extension
Revised Agreement for Back-up Water Line Interconnection and Supply

Llano County Municipal Utility District #1

2900 Blue Lake Drive
Horseshoe Bay, TX 78657
(830)598-5460
Fax (830-596-1014
Email lcmudone@zeccon.com

August 10, 2016

The City of Horseshoe Bay
P.O. Box 7765
Horseshoe Bay, TX 78657

RE: Agreement for Backup Water Line Interconnection and Supply

Dear Mr. Koska,

We would like to extend the agreement for the Backup Water Line Interconnection and Supply that will expire on December 31, 2016 for an additional five years instead of the usual one year agreement. We feel this agreement is mutually beneficial to both parties.

Thank you for your assistance. Please do not hesitate to contact me if you have any questions or need any further information.

Sincerely,
Llano County MUD #1

Angela Burton

Angela Burton
General Manager

AGREEMENT FOR
BACK-UP WATER LINE INTERCONNECTION AND SUPPLY

THIS AGREEMENT is by and between the City of Horseshoe Bay, Texas ("City") and the Llano County Municipal Utility District No. 1 ("District") and is for the purpose of authorizing the District to connect to and interconnect with the water utility system of the City and to receive treated water from the City during periods of time when the District needs such water for emergency or back-up purposes.

Recitals:

The City is a Home Rule City located in Llano and Burnet Counties, Texas. The District is a municipal utility district organized and operating under Chapter 54, Texas Water Code, located in Llano County, Texas. The City operates a water utility system by which is provides treated water to residents of the City and certain other customers. The District also operates a water utility system for the residents of the Blue Lake community and certain other customers. The District envisions that there will be periods of time when it is required to obtain additional supplies of treated water for the purpose of supplying its customers due to emergency shutdown of its system. The District has requested, and the City has agreed, to allow the District to connect to and interconnect with the City's water utility system during such periods of time in order for the District to continue to supply treated water to its customers, for such duration, under such terms, and for which the District shall pay the City as provided for herein.

Terms of Agreement:

1. Commencement date and termination: The effective date of this Agreement shall be January 1, 2016, and shall remain in effect until December 31, 2021. During such term, the District shall be authorized by the City to connect to and interconnect with the City's water utility system for the purposes described in the Recitals. The duration of such authorization shall commence on and shall be for the period of time established under Part 4, below, unless extended by mutual written agreement of the City and the District.
2. Location of Interconnection: Such interconnection shall occur at 310 West Bluebonnet Road. The District will be responsible for and maintenance of the water meter and backflow prevention device.
3. Rates and Metering of Usage: The District shall pay the City for all water used a rate equal to the City's prevailing out of City volumetric rate plus the appropriate monthly meter size fee during the duration of this Agreement. *These rates are subject to change from time to time based on adoption by the City Council and will be charged based on the current adopted rates.* Such water usage shall be measured by the designated interconnection meter located at 310 West Bluebonnet Road. Payment

shall be due not later than thirty (30) days after the date that the City sends the District an invoice that summarizes such usage.

4. Times and Amounts of Water Usage Allowed: Except in an emergency situation, the District shall notify the City in writing of its intent to connect to and interconnect with the City's water utility system not less than fourteen (14) days prior to the date of such connection. Such connections shall not exceed sixty (60) days accumulative active connection in a twelve month period without prior written approval by the City Manager. Durations in excess of ninety (90) days accumulative shall be authorized only by approval of the City Council. The written notice shall contain the following information:
   a. Date and time of proposed connection;
   b. Duration of interconnection and use of water;
   c. Estimated amount of water to be used;
   d. Purpose of or reason for such connection; and
   e. Any other information relevant or useful to the City to allow such connection and use of water.

   In the event of an emergency situation that is unforeseen and which will or may create a threat to human health or safety, the District shall notify the City as promptly and as far in advance of its need to connect to the City's water utility system as possible, shall provide as much of the information described in a.-e. above as is available, and shall work with the City to accomplish such connection, interconnection and use as circumstances allow, with the understanding that the City shall work in good faith to accomplish the connection, interconnection and supply of water but may not be able to do so within the time desired by the District.
5. The maximum amount of water that the District shall be allowed to divert and use from the City's water utility system shall be a maximum peak usage of 160,000 gallons per day with a total one month maximum usage of 2,500,000 gallons. Volumes in excess of these stated maximum must have prior written approval from the City Manager. Volumes in excess of 200,000 gallons per day or 3,500,000 monthly must have prior approval by City Council.
6. Water Conservation Measures: During the term of this Agreement, the District shall maintain the level of mandatory water conservation measures that are in effect on the date this Agreement is executed unless the parties agree otherwise in writing.
7. Disconnection from the City's System: The City may disconnect the District from its water utility system under any of the following circumstances:
   (a) After midnight on December 31, 2021, if this Agreement has not been extended by written mutual agreement of the City and the District;
   (b) In the event that the District fails to pay the City for water used pursuant to this Agreement within the time period provided in Part 3 above;

(c) In the event that a leak or other malfunction is discovered that is causing or is about to cause a significant amount of water to be lost, become contaminated, or to otherwise pose a threat to public health or safety.

(d) After sixty days of accumulative active connection in a twelve month period, unless otherwise pre-authorized in writing by the City Manager or Council.

8. Indemnification: The District agrees to protect, indemnify, defend and hold harmless the City and its officers, employees, agents and representatives free and harmless from and against any and all liabilities, losses, damages, costs, claims, expenses, liens, demands, and causes of action of every kind and character occurring or any way incident to, in connection with, or arising out of this Agreement and the provision of water services to the District, including without limitation such claims or demands associated with breach of this Contract. This indemnity shall survive the termination of this Agreement and shall be binding upon and inure to the benefit of the parties hereto and their respective successors, heirs, representatives, and assigns.

9. Insurance. Each party hereto shall be responsible for maintaining any and all insurance necessary to protect itself from losses or damage associated with the activities contemplated under this Contract.

10. Fines and Penalties. Any fines or penalties assessed against a party to this Agreement in connection with the operation of the City or the District's water utility system shall be borne and initially paid by the party against which they are assessed. If it is determined that the occurrence or condition giving rise to any such fine or penalty was caused by the act or omission of a party to this Agreement other than the party against whom such fine or penalty is assessed, then the party whose act or omission was such cause shall reimburse the party the amount of such fine or penalty finally assessed and paid.

11. Entire agreement. This Agreement is the entire agreement between the parties with respect to the subject matter hereof. No modifications of this Agreement shall be of any force and effect whatsoever unless in writing and signed by both parties.

12. Applicable law and venue. The terms of this Agreement shall be construed under the laws of Texas. Venue shall lie in Burnet County, Texas.

13. Severability. Should any provision of this Agreement prove to be unconstitutional, illegal, or unenforceable, such unconstitutionality, illegality, or unenforceability shall not affect any other provision of this Agreement, and such unconstitutional, illegal , or unenforceable provisions shall be severed as if it had not been contained herein and the remaining provisions of the Agreement shall continue to have full force and effect.

14. Assignment. This Contract may not be assigned in whole or in part by either party without the express, written consent of the non-assigning party. In the event of such consent and assignment, the terms hereof shall continue in effect and shall be binding on the assigns of either party.

EXECUTED AND AGREED TO IN DUPLICATE ORGINALS, EFFECTIVE ON THE _____DAY OF _____, 2016

City of Horseshoe Bay, Texas

_____

Stephen T. Jordan, Mayor

Attest:

_____

Keri Craig, City Secretary

Llano County Municipal Utility District No. 1

_____

Rodney Bond, President

Attest:

_____

Warner Tweed, Secretary

Item # 13e

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Kerri Craig, City Secretary

RE: Ordinance Declaring the Results of the November 8, 2016 General Election

The Meeting to Canvass the Election is posted to be held Wednesday, November 16, 2016 at 9:00 a.m.

The tabulation in the attached ordinance is the unofficial results that I received on Election night. If the numbers change I will amend the ordinance and email it to you so you will have the correct documents to consider for approval at the meeting.

Enclosures: Ordinance
Vote Tabulation

CITY OF HORSESHOE BAY

ORDINANCE NO. ORD 16-11-15A

CANVASSING RETURNS AND DECLARING RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 8, 2016

A ORDINANCE OF THE CITY OF HORSESHOE BAY, TEXAS CANVASSING RETURNS AND DECLARING RESULTS OF THE GENERAL ELECTION HELD ON NOVEMBER 8, 2016 TO ELECT THREE COUNCIL MEMBERS OF THE CITY COUNCIL OF THE CITY OF HORSESHOE BAY

WHEREAS, heretofore the Council of the City of Horseshoe Bay, Texas ordered a general election to be held in the City on the 8th day of November, 2016 for the purpose of electing three council members of the City Council; and

WHEREAS, notice of the election was given as required by law and as provided in the election order; and

WHEREAS, the said election was duly and legally held on November 8, 2016, in conformity with the election laws of the State of Texas and applicable provisions of the Texas Local Government Code; and

WHEREAS, the results of the election have been certified and returned by the proper judges and clerks of the said election; and

WHEREAS, the City Council of the City has today considered the returns of the election held on November 8, 2016; and

WHEREAS, it appears to the said City Council, and the City Council so finds, that the said election was in all respects lawfully held; and

WHEREAS, it appears to the said City Council, and the City Council so finds, that the Election Administrators for Burnet County and Llano County have tabulated the results of said election and have certified such tabulation to the City Council, and that such tabulation is correct;

NOW THEREFORE, BE IT ORDAINED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF HORSESHOE BAY, TEXAS:

1. That the tabulation of votes cast in the general election held on November 8, 2016 for the purpose of electing three Council Members for places 1, 2, and 3 of the City Council have been made and certified to by the presiding Election Administrators for Burnet County and Llano County, a copy of which is attached hereto and made a part hereof, be and the same is hereby adopted as the official tabulation of the votes cast at said election; that said tabulation be filed and recorded in the official records of the City; and that a certified copy of the same be forwarded to the City Secretary of the City of Horseshoe Bay to be

made a part of the official records of said city.

2. That the said official canvass of the returns of said general and special elections reflect the following:

City Council-Vote for Three				
	Burnet Co.	Llano Co.	Total	% of Total
Craig Haydon	103	883	986	26%
Jerry Gray	84	872	956	25%
Kent Graham	92	785	877	23%
Frank Gracely, Jr.	37	441	478	13%
Dennis Hoover	56	437	493	13%
	372	3,418	3,790	100%

3. That the official canvass of the returns reflects that Craig Haydon received the most votes and therefore is elected to fill Place 3 on the City Council for a two year term, Jerry Gray received the second most votes and therefore is elected to fill Place 1 on the City Council for a two year term, and Kent Graham received the third most votes and therefore is elected to fill Place 2 on the City Council for a two year term.

4. That this Canvass and Declaration of Results of Election be entered in the minutes of the City Council and that said officers, after being qualified and having taken the oath, shall serve during the term commencing November 22, 2016 and thereafter until a successor is duly elected and qualified.

ADOPTED AND APPROVED on this 22nd day of November, 2016 by a vote of the City Council of the City of Horseshoe Bay, Texas.

CITY OF HORSESHOE BAY, TEXAS

Stephen T. Jordan, Mayor

Attest:

Kerri Craig, TRMC
City Secretary

Precinct Horseshoe Bay — Unofficial

BURNET COUNTY, TEXAS — GENERAL ELECTION — November 08, 2016

11/09/2016 11:15 AM

Total Number of Voters : 19,459 of 28,938 = 67.24%

Number of District Voters: 275 of 451 = 60.98%

Precincts Reporting 25 of 25 = 100.00%

District Precincts Reporting 1 of 1 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
Precinct 19 - HSB (Ballots Cast: 275)									
COUNCIL MEMBER CITY OF HORSESHOE BAY, Vote For 3									
	Craig Haydon	10	31.25%	74	26.43%	19	31.67%	103	27.69%
	Jerry Gray	7	21.88%	68	24.29%	9	15.00%	84	22.58%
	Kent Graham	8	25.00%	69	24.64%	15	25.00%	92	24.73%
	Frank Gracely, Jr	3	9.38%	27	9.64%	7	11.67%	37	9.95%
	Dennis Hoover	4	12.50%	42	15.00%	10	16.67%	56	15.05%
	Cast Votes:	32	33.33%	280	47.38%	60	43.48%	372	45.09%
	Over Votes:	0	0.00%	0	0.00%	0	0.00%	0	0.00%
	Under Votes:	64	66.67%	311	52.62%	78	56.52%	453	54.91%

CITY OF HORSESHOE BAY GENERAL ELECTION.cumulative — Unofficial
Llano County, Texas — 2016 GENERAL ELECTION — November 08, 2016

11/14/2016 09:37 AM

Total Number of Voters : 10,613 of 14,838 = 71.53%
Number of District Voters: 2,205 of 2,740 = 80.47%

Precincts Reporting 11 of 11 = 100.00%
District Precincts Reporting 2 of 2 = 100.00%

Party	Candidate	Absentee		Early		Election		Total	
COUNCIL MEMBER, Vote For 3									
	Craig Haydon	100	29.94%	677	25.00%	106	28.19%	883	25.83%
	Jerry Gray	89	26.65%	703	25.96%	80	21.28%	872	25.51%
	Kent Graham	66	19.76%	627	23.15%	92	24.47%	785	22.97%
	Frank Gracely, Jr.	38	11.38%	360	13.29%	43	11.44%	441	12.90%
	Dennis Hoover	41	12.28%	341	12.59%	55	14.63%	437	12.79%
	Cast Votes:	334	41.39%	2,708	54.71%	376	43.82%	3,418	51.67%
	Over Votes:	1	0.37%	0	0.00%	0	0.00%	1	0.05%
	Under Votes:	470	58.24%	2,242	45.29%	482	56.18%	3,194	48.28%

Item # 13f

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

From: Stan R. Farmer, City Manager

RE: Renaming of Sure Fire (the Western Portion) to Wayne's Trail

Per Mrs. Hurd's request, staff recommends City Council approve a street name change from Sure Fire (Western Portion only) to Wayne's Trail. A record of Council action will be sent to Burnet County 911 Addressing official change.

Enclosures: Map of Area

#13 f. Street Name Change from Lost Creek to Lost Stream

Item # 13g

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Joe Morris, Fire Chief

Re: Discuss, Consider and Take Action Regarding Horseshoe Bay Code of Ordinances, Article 1.04.001 Emergency Management Succession of Authority

The City of Horseshoe Bay Emergency Management Ordinance 1.04 currently states under Sec 1.04.001:

In the event of an emergency situation succession of office of authority and power shall be vested in the City Manager. In the event of the loss or absence of the City Manager, the succession of office authority and power shall be listed sequentially as follows:

1) Mayor; and then
2) Mayor-pro tem; and then
3) Police Chief;
4) Community Services/utility director;
5) Fire Chief.

However, the State of Texas Government Code, Title 4 Executive Branch, subtitle B Law Enforcement and Public Protection, Chapter 418 Emergency Management states the Mayor will be the Director of Emergency Management.

Sec. 418.1015. EMERGENCY MANAGEMENT DIRECTORS.

(a) The presiding officer of the governing body of an incorporated city or a county or the chief administrative officer of a joint board is designated as the emergency management director for the officer's political subdivision.

(b) An emergency management director serves as the governor's designated agent in the administration and supervision of duties under this chapter. An emergency management director may exercise the powers granted to the governor under this chapter on an appropriate local scale.

(c) An emergency management director may designate a person to serve as emergency management coordinator. The emergency management coordinator shall serve as an assistant to the emergency management director for emergency management purposes.

Therefore, currently the Mayor serves as the Director of Emergency Management. In addition, on August 10, 2015 the Mayor appointed the Fire Chief and the Assistant Fire Chief to serve as the Emergency Management Coordinator and Assistant Emergency Management Coordinator, respectively. In the event of a major disaster and these two personnel are needed in the field as incident commanders anyone among the senior management can assume the command role in the EOC.

The following request is not about who manages the EOC, but simply who serves as Director of Emergency Management per state law in the absence of the Mayor.

It is my recommendation, in order to comply with State Code, the City of Horseshoe Bay amend the Emergency Management Ordinance Sec 1.04.001 to state the following:

In the event of the loss or absence of the Director of Emergency Management, the succession of authority and power shall be listed sequentially as follows:

1) Mayor-pro tem;
2) City Manager;
3) Police Chief; and then
4) Community Services Director.

Staff recommends approval of this amendment.

Enclosures: None

Item # _____

CITY OF HORSESHOE BAY

NOVEMBER 15, 2016

To: Mayor and City Council

Thru: Stan R. Farmer, City Manager

From: Department Heads

Re: Monthly Statistical Departmental Data Reports

1. City Manager Monthly Statistical Data
2. Administration Department Monthly Statistical Data
3. Community Services Department Monthly Statistical Data
4. Development Services Department Monthly Statistical Data
5. Fire Department Monthly Statistical Data
6. Police Department Monthly Statistical Data
7. Animal Control Monthly Statistical Data

Enclosures: Monthly Reports

CITY OF HORSESHOE BAY

INVESTMENT REPORT
AS OF OCTOBER 31, 2016

ACCOUNT	INTEREST RATE	9/30/2016	INTEREST	OTHER DEBITS/ CREDITS	10/31/2016
UTILITY FUND INVESTMENTS					
AMERICAN BANK					
DISBURSEMENT ACCOUNT	0.10%	$ 37,885	$ 15	$ 46,229	$ 84,129
UTILITY FUND OPERATING	0.30%	$ 401,021	$ 85	$ 147,567	$ 548,673
TOTAL - AMERICAN BANK		$ 438,906	$ 100	$ 193,796	$ 632,802
TEXPOOL					
LCMUD#1 CAPITAL RECOVERY	0.37%	$ 30,592	$ 10	$ (924)	$ 29,678
RATE STABILIZATION FUND	0.37%	$ 195,128	$ 653	$ 3,152,600	$ 3,348,382
TOTAL - TEXPOOL		$ 225,720	$ 663	$ 3,151,676	$ 3,378,059
TOTAL UF ACCOUNTS		$ 664,626	$ 763	$ 3,345,472	$ 4,010,861
GENERAL FUND INVESTMENTS					
AMERICAN BANK					
DISBURSEMENT ACCOUNT	0.10%	$ 78,035	$ 15	$ 178,761	$ 256,811
GENERAL FUND OPERATING	0.30%	$ 216,267	$ 15	$ (150,389)	$ 65,893
GENERAL FUND LOT MOWING	0.10%	$ 3,032	$ 4	$ 60,744	$ 63,781
PD ACCOUNT	0.10%	$ 8,897	$ 1	$ 0	$ 8,898
TOTAL - AMERICAN BANK		$ 306,231	$ 34	$ 89,117	$ 395,382
TEXPOOL					
GENERAL FUND OPERATING	0.37%	$ 1,881,786	$ 791	$ 1,066,683	$ 2,949,260
GENERAL FUND RESERVE	0.37%	$ 2,600,812	$ 846	$ 0	$ 2,601,658
TOTAL - TEXPOOL		$ 4,482,598	$ 1,637	$ 1,066,683	$ 5,550,918
TOTAL GF ACCOUNTS		$ 4,788,829	$ 1,671	$ 1,155,800	$ 5,946,300
CAPITAL PROJECTS FUND INVESTMENTS					
AMERICAN BANK					
DISBURSEMENT ACCOUNT	0.10%	$ 28,130	$ 15	$ 5,484	$ 33,629
TEXPOOL					
CAPITAL PROJECTS	0.37%	$ 4,114	$ 45	$ (2,419)	$ 1,739
HORSESHOE CREEK TRAIL	0.37%	$ 20,785	$ 7	$ 0	$ 20,792
TOTAL CAPITAL PROJECTS		$ 53,029	$ 59	$ 3,065	$ 56,160
INTEREST & SINKING FUND					
TEXPOOL					
INTEREST & SINKING	0.37%	$ 134,645	$ 48	$ 46,349	$ 181,042
TOTAL I&S ACCOUNTS		$ 134,645	$ 48	$ 46,349	$ 181,042
TOTAL CITY ACCOUNTS		**$ 5,641,129**	**$ 2,542**	**$ 4,550,686**	**$ 10,194,363**
AGENCY FUND INVESTMENTS					
ESCONDIDO PID					
AMERICAN BANK	0.05%	$ 3,356	$ 1	$ 32,921	$ 36,278
SUMMIT ROCK PID					
TEXPOOL	0.37%	$ 1,100,807	$ 361	$ 20,180	$ 1,121,349
TOTAL - SUMMIT ROCK		$ 1,100,807	$ 361	$ 20,180	$ 1,121,349
TOTAL AGENCY FUND ACCOUNTS		**$ 1,104,163**	**$ 362**	**$ 53,101**	**$ 1,157,627**

TAX COLLECTIONS			
2015 TAXES COLLECTED TO DATE	10/31/2016	$ 390,634	8.40%
2014 TAXES COLLECTED TO DATE	10/31/2015	$ 303,046	7.17%

The City of Horseshoe Bay Investment Portfolio is in compliance with the investment strategy of its Investment Policy and the relevant provisions of Chapter 2256 of the Public Funds Investment Act.

Stan R. Farmer
City Manager/Investment Officer

Larry O. Anderson
Finance Director/Investment Officer

CITY OF HORSESHOE BAY

ADMINISTRATION DEPARTMENT
MONTHLY FINANCIAL REPORT
AS OF OCTOBER 31, 2016

Investment Report:

All account balances reflected are as October 31, 2016. The total of all City accounts was $10,194,363. Interest earned on all accounts totaled $2,542. The TexPool average interest rate for the month of October was .37% as compared to .10% for the month of October last year.

Utility Fund:
The total of the Utility Fund accounts was $4,010,861 comprised of $632,802 in the operating accounts at American Bank of Texas, and $3,378,059 in TexPool with $3,348,382 being in the Rate Stabilization Fund.

General Fund:
The total of the General Fund accounts was $5,946,300 comprised of $395,382 in the operating accounts at American Bank of Texas, and $5,550,918 in TexPool.

Capital Projects Fund:
The account balance of the Capital Projects Fund at TexPool was $56,160 and $33,629 at American Bank.

Interest and Sinking Fund:
The account balance of the Interest and Sinking Fund at TexPool was $181,042.

Agency Funds:
The Escondido PID account balance at American Bank of Texas was $36,278. The account balance of the Summit Rock PID account at TexPool was $1,121,349.

Tax Collections:
The 2016 taxes collected as of October 31, 2016 total $390,634. At a collection rate of 8.40%, as compared to 7.17% collected at this same time last year.

A copy of the October 31, 2016 Investment Report is attached for your review.

Operating Budget Reports:

All Budget Reports are as of October 31, 2016.

Utility Fund:
The budget reflects that the Utility Fund YTD revenues were $613,276.72 which is 9.36% of budget and the Utility Fund YTD expenses were $316,647.81 which is 5.64% of budget.

General Fund:
The General Fund YTD revenues were $757,874.85 which is 10.74% of budget and the General Fund YTD expenses were $660,299.23 which is 9.54% of budget.

Capital Projects Fund:
The Capital Projects Fund YTD revenues were $44.55 which is 100% of budget and the Capital Projects Fund YTD expenses were $9,029.60 which is 8.13% of budget.

Debt Service Fund:
The Debt Service Fund YTD revenues were $62,829.50 which is 8.42% of budget and the Debt Service YTD Expenses were zero.

A copy of the Budget Summary for each Fund is attached for your review.

Human Resources Report:

OCTOBER 2016

Job Openings as of October 31, 2016:

- Plant Operator – 1
- Field Operator – 2
- Field Operations Foreman – 1
- IT Administrator – 1

October New Hires:

- Police Department: John Insalata, Police Officer – 10/18
- Police Department: Bill Pond, Police Officer – 10/20
- Fire Department: Jacob Esquivel, Firefighter (from part-time to full-time) – 10/24

Internal Transfers/Promotions:

- Police Department: Mike Kelly, promoted to Shift Commander – 10/21

Turnover:
OCTOBER: 2
Total 2016: 16
Total FY 2016 - 2017: 2

Active Headcount as of October 31, 2016:

- Full Time Employees: 75
- Part Time Employees: 13
- **Total Number of Employees: 88**

Miscellaneous:

- New medical and dental plans were implemented with United Healthcare and Principal Dental
- Nationwide Loan Provision in effect October 1, 2016
- Completed first 360 Feedback Workshop with participants; Development Planning in progress
- MBTI assessments completed (workshops in November)
- Leadership Meeting held with supervisor level and above; began working on Values and Leadership Philosophy.
- Developed charter for Performance Evaluation Effectiveness Team to begin in November
- Continuing migration to new HR Module and Employee Web Services (web-based timekeeping system)

Safety:

Accident Totals for Fiscal Year:	**FY 2017:**	**FY 2016:**
Accidents Reported in October:	1	3
Total Accidents YTD:	1	3
Lost-Time Accidents YTD:	0	0

August Safety Meeting:
Captain Brad Casey provided safety tips regarding Christmas tree safety, including do's and don'ts for buying a tree, how to set it up and using careful consideration regarding where you put your tree. He emphasized the importance of using UIL lights and explained the difference between indoor and outdoor lights. He talked about proper disposal of the tree and confirmed that the City of HSB's recycle center will accept Christmas trees for recycling. Captain Casey also suggested implementing a fire safety plan within the home and with the family. At that time, the group travelled outside where the Department demonstrated how intense a tree fire can be and how little time it takes to engulf a room/home. This was done by using a simulated living room with a Christmas tree fire.

Vicki Briggs

Vicki Briggs, Human Resources Director

CITY OF HORSESHOE BAY
SUMMARY BUDGET COMPARISON - YTD BUDGET
FROM 10/1/2016 THROUGH 10/31/2016

01 - UTILITY FUND

Account Type	Account Code	Account Title	YTD Actual	Total Budget	Total Variance	8.33% of Budget
	40000	REVENUES				
REV	1001	WATER - PRODUCTION	329,194.82	3,372,500.00	(3,043,305.18)	9.75%
REV	2001	WASTEWATER - TREATMENT	210,352.33	2,347,500.00	(2,137,147.67)	8.96%
REV	3001	SOLID WASTE - RECYCLING	72,640.38	825,000.00	(752,359.62)	8.80%
REV	4000	STANDBY	344.08	1,500.00	(1,155.92)	22.93%
REV	9900	OTHER INCOME	745.11	4,000.00	(3,254.89)	18.62%
Total REV			613,276.72	6,550,500.00	(5,937,223.28)	9.36%
	50000	EXPENDITURES				
EXP	1000	ADMINISTRATION	135,335.44	2,216,500.00	2,081,164.56	6.11%
EXP	1001	WATER - PRODUCTION	50,724.39	813,500.00	762,775.61	6.24%
EXP	1002	WATER - DISTRIBUTION	27,470.12	643,250.00	615,779.88	4.27%
EXP	2001	WASTEWATER - TREATMENT	17,055.54	367,500.00	350,444.46	4.64%
EXP	2002	WASTEWATER - COLLECTION	36,044.84	880,000.00	843,955.16	4.10%
EXP	3001	SOLID WASTE - RECYCLING	50,017.48	691,500.00	641,482.52	7.23%
Total EXP			316,647.81	5,612,250.00	5,295,602.19	5.64%
		Total 01 - UTILITY FUND	296,628.91	938,250.00	(641,621.09)	

CITY OF HORSESHOE BAY
SUMMARY BUDGET COMPARISON - YTD BUDGET
FROM 10/1/2016 THROUGH 10/31/2016

02 - GENERAL FUND

Account Type	Account Code	Account Title	YTD Actual	Total Budget	Total Variance	8.33% of Budget
	40000	REVENUES				
REV	1000	ADMINISTRATION	55,574.86	674,500.00	(618,925.14)	8.23%
REV	5000	FIRE	21,860.36	318,000.00	(296,139.64)	6.87%
REV	6000	EMERGENCY SERVICE DISTRICT	750.00	9,000.00	(8,250.00)	8.33%
REV	7000	TAX	516,474.47	4,948,000.00	(4,431,525.53)	10.43%
REV	8000	POLICE	10.00	5,250.00	(5,240.00)	0.19%
REV	9000	ANIMAL CONTROL	3,077.40	0.00	3,077.40	100.00%
REV	9500	DEVELOPMENT SERVICES	9,783.00	109,000.00	(99,217.00)	8.97%
REV	9600	STREET MAINTENANCE	21,090.83	581,750.00	(560,659.17)	3.62%
REV	9800	MOWING & CLEARING	127,553.60	400,000.00	(272,446.40)	31.88%
REV	9900	OTHER INCOME	1,700.33	12,000.00	(10,299.67)	14.16%
Total REV			757,874.85	7,057,500.00	(6,299,625.15)	10.74%
	50000	EXPENDITURES				
EXP	1000	ADMINISTRATION	251,221.99	1,940,000.00	1,688,778.01	12.95%
EXP	5000	FIRE	158,170.00	1,860,000.00	1,701,830.00	8.50%
EXP	8000	POLICE	118,764.12	1,828,500.00	1,709,735.88	6.50%
EXP	9000	ANIMAL CONTROL	30,100.32	155,500.00	125,399.68	19.36%
EXP	9500	DEVELOPMENT SERVICES	22,870.80	401,750.00	378,879.20	5.69%
EXP	9600	STREET MAINTENANCE	3,105.00	220,000.00	216,895.00	1.41%
EXP	9800	MOWING & CLEARING	76,067.00	512,000.00	435,933.00	14.86%
Total EXP			660,299.23	6,917,750.00	6,257,450.77	9.54%
		Total 02 - GENERAL FUND	97,575.62	139,750.00	(42,174.38)	

Summary of Community Services Department Activities for October 2016

Summary of tasks below are in conjunction with routine tasks performed by staff in providing water treatment, water distribution, wastewater collection, wastewater treatment, garbage, recycling, GIS mapping, utility billing and customer services.

Management Activities

Advertise, select candidates, and interview for new GIS Position. Interviewed three candidates for open position. New employee to begin work in mid November.

Met with Engineer on the City's CCN application. Reviewed permit requirements and worked on completing the permit. Develop info for application submission.

Met with Mayor Jordan, City Manager, Cottonwood Shores Mayor and City Administrator on Wastewater Contract expansion. Discussed Cottonwood's request.

Oversight of West Water Plant construction. Telephone contractor installed to complete underground. Excavation of piping and Clarifier completed in Nov.

West Water Plant materials submittals review and oversight. Reviewed pay application # 3. On site meeting with Engineer, Staff and Contractor, address issues.

Discussed Rate Stabilization funds with Councilman Jerry Grey. Met with Dale Rodman and George Mitchell on garbage and Recycling center operations.

Oversight of pilot Automatic Meter system tests. Evaluated alternatives and made collective decision on Vendor of choice. Began purchase and installation of system.

Developed operational plans to initiate new policies and methods of measure and billing. Developed new billing system based on cubic yards and trained employees.

Met with City Manager and Fire Chief on emergency messaging process through the use of the Emergency Operations System and Code Red. Plan EOC exercise.

Continue to seek out utility bill and water loss issues. Zero and high usage accounts are being screened for accuracy or meter failures. Manage irrigation audits.

Develop an ordinance for irrigation system mandated for best methods and equipment and landscape minimal requirements. Meet with other Cities on successes.

Relocate backup server to Slickrock maintenance yard as an offsite location. Set up new UPS at that location. Oversight of site work for installation.

Attended weekly Leadership Training sessions held by City Manager. Reviewed High Performance Organization for Local Governments to develop Micro Business charters.

Met with Leadership team on working collectively to implement training of HPO learned in University of Virginia LEAD course. Discussed how to "fit" concepts to our City.

Continued with reviewing all job descriptions. Met with staff to discuss and revised job descriptions to better represent functions and tasks of todays system demands.

Met with Engineer on Water Plant Sludge permit for Freedom Ranch. Met with ranch owner on logistics and selection of location of disposal site. Develop of site map.

Participated in Departmental Team Building luncheons. Field Operations interacted with Police and Plant Operations interacted with the Development Services Department.

Continued discussions with Community Service staff on Leadership and High Performance Organizational training. Discuss logistics Myers Briggs personality tests.

Revised City's Wholesale contract with Corix water system. Finalized contract with Corix, presented to Council and presented to Corix for signature.

Met with Texas Water Development Board on Goldwater Project. Discussed City's Water conservation initiatives and provided assistance in developing data for state.

Prepared documents related to Boiled Water Notices to be utilized through the use of the Emergency Response Center/City's Emergency Reponses Plan. Plan exercises.

Advertised and Interviewed candidates for both vacant Plant Operations and Field Operations Positions. Reviewed and interviewed candidates. Filled two vacant positions.

Developed two separate presentations for Citizen's Academy. Attended two separated sessions, first to discuss Utility Billing and second for the Utility Operations.

Met with past Mayor Bob Lambert to discuss the Summit Rock PID funds and progression of the City's capital projects expensing as it related to the Summit Rock PID.

Operational Projects

Meter replacement program - 26 meter replacements and 4 new water and wastewater taps since beginning (October) of Fiscal Year.

System chlorine flushing and customer assistance for water quality issues - tracking chlorine and ammonia levels in distribution system. Flush extra for odor & taste issues.

Repaired 4 water mainline leaks and 2 sewer leaks in October. There was no substantial water leak in October.

Implemented AMI Software and hardware that will replace existing AMR heads. Began propagation study of area to optimize locations of radio collectors and repeaters.

Ordered 325 AMI meter heads to be placed on existing water meters. Selection of area to place heads around West Water Tower where existing test collector is in place.

Met with Plant and Field Operations Staff on Chlorine Residuals issues within the Distribution system. Developed a plan to valve off undeveloped dead end mains.

Worked with Freedom Ranch owner on Water Plant sludge application location and logistics. Site selection and regulatory requirements.

Assisted Jim Kurth with City's Server issues. Develop plan to relocate old servers and back up server to off site location. Discussed fiber optics system network.

Met with Engineer on TCEQ Wastewater Land Application Permit. Submitted application to TCEQ and provided additional information requested by TCEQ.

Prepared for TCEQ Tier II evaluation as a result of Acute Coliform Violation issue of September 24th. Met with TCEQ Staff and began to compile data for submission.

Large Capital Projects

Continued work with Engineer on construction for West Treatment Plant expansion. Reviewing submittals and construction pay applications. Attend construction meetings.

Met with Engineer and PUC Rep. on CCN Boundary permit to include newly annexed and City's ETJ area not conflicting with other CCNs. Working to complete application.

Developed service options for areas proposed to be included with CCN permit area. Acquired GIS data for areas out of City limits. Work on utility layout.

Construction meeting with contractor and City staff on West Water Treatment Plant Expansion project. Met with contractor on construction issues and submittals.

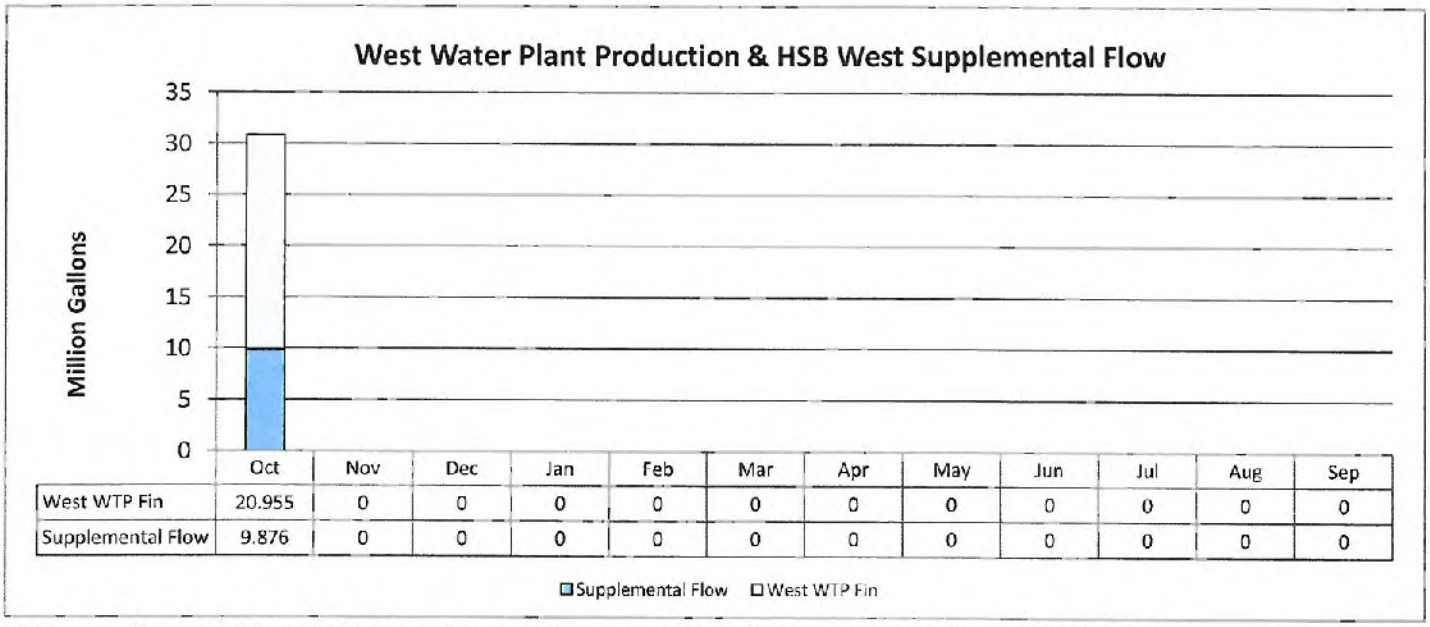
Gathering data for permitting a Water Plant Sludge application site west of City. Attended meeting with Freedom Ranch owner for best location of disposal sites.

Training Activities

Terry DeSanto took wastewater collection at Corpus Christi, Texas and he received his Class "C" water Distribution.

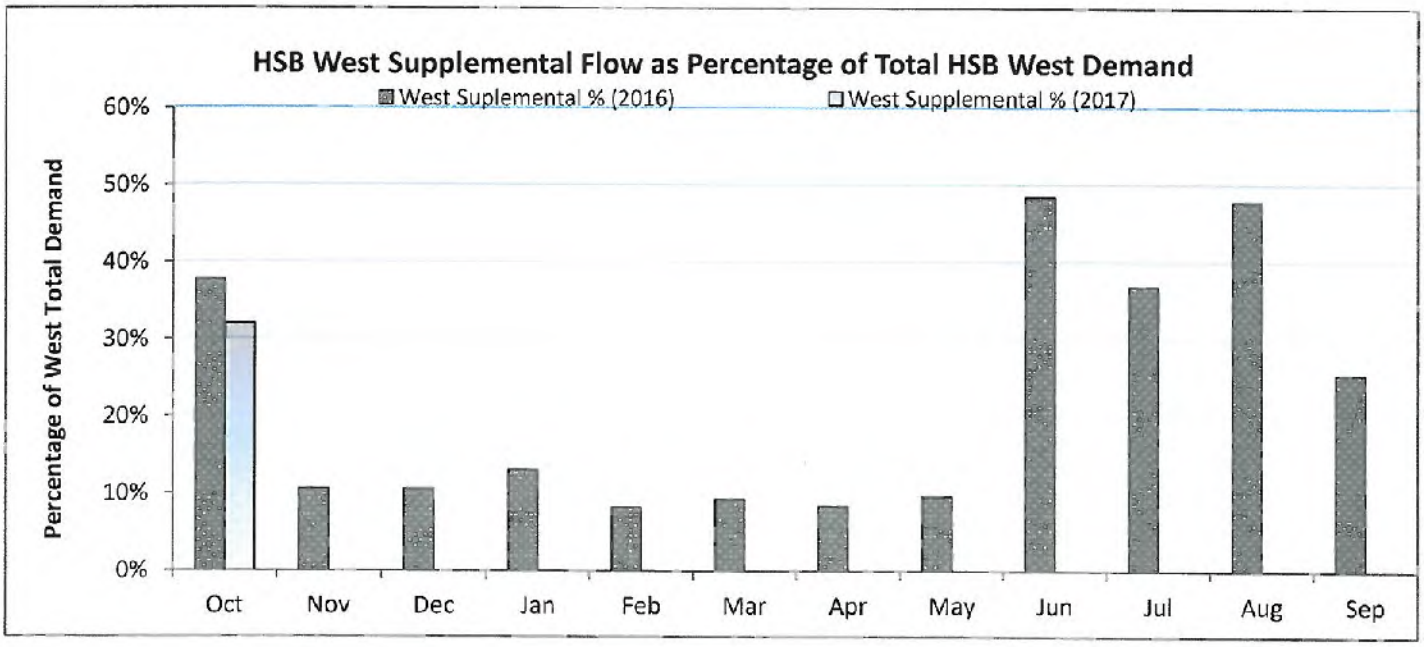
Ben Sales took Surface Water I in Marble Falls Texas. He also took Chlorine Safety and Utility Safety through TWUA online system.

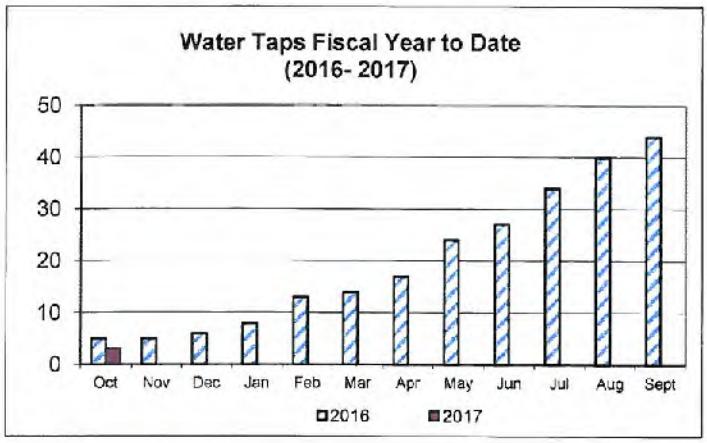
Shelly Linder, Dane Bybee, Steve Hawley, Sheri Pollard and Shelby Elliot prepared for and participated in Citizen's Academy for residents.

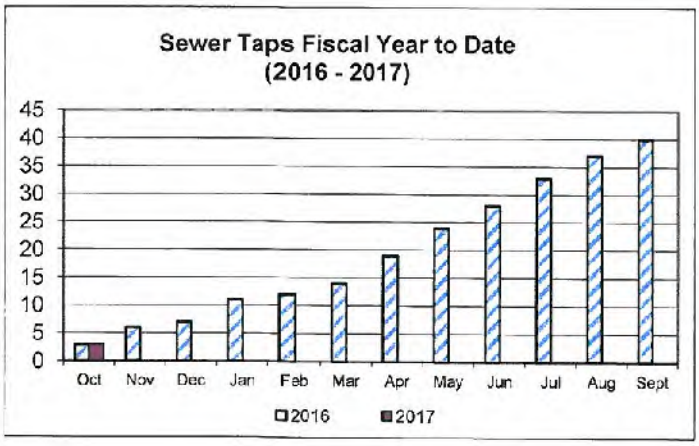


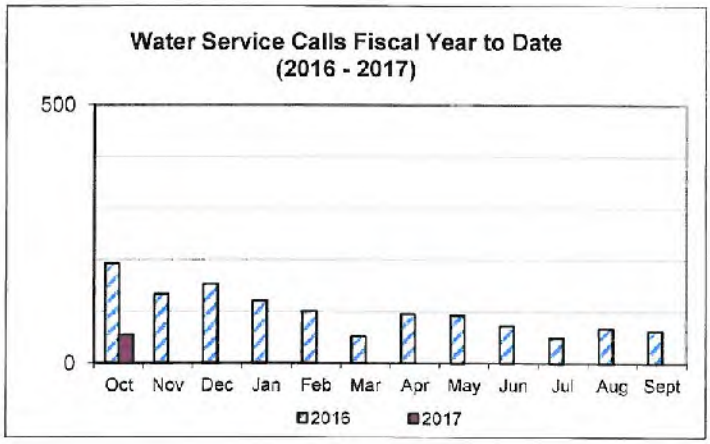
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
West WTP Fin	20.955	0	0	0	0	0	0	0	0	0	0	0
Supplemental Flow	9.876	0	0	0	0	0	0	0	0	0	0	0

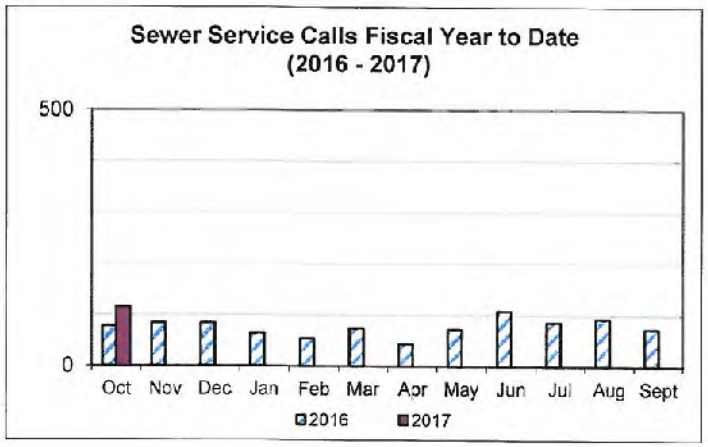
*February flows at West Plant down due to replacement of section of raw water line on Water's Edge.

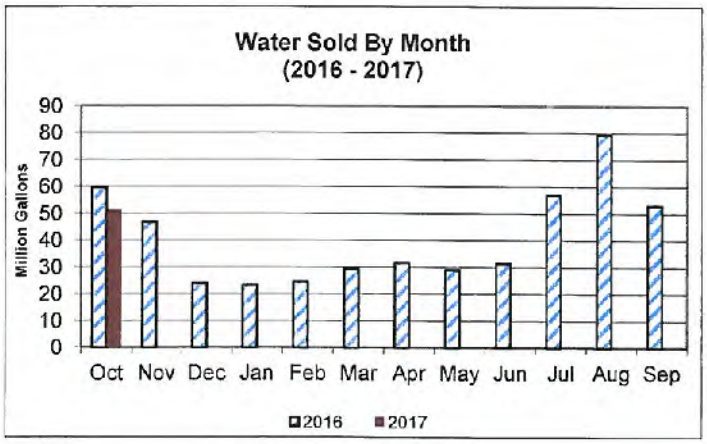


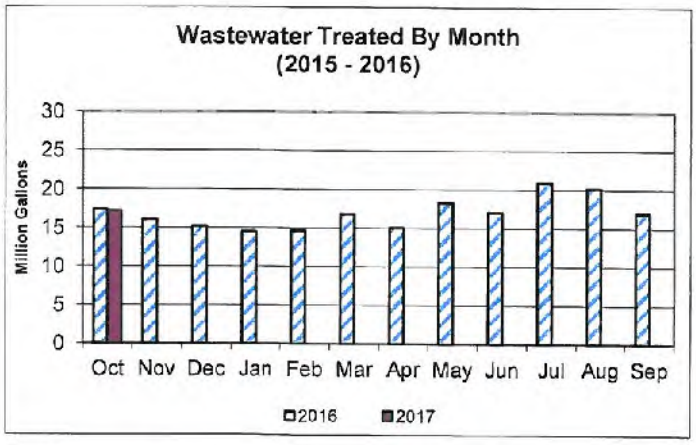












All Water Sold and Wastewater Treatment Sold is based the billing cycle and not calendar dates.

COMMUNITY SERVICES DEPARTMENT DIRECTOR'S REPORT

Water and Wastewater Flows: A comparison of gallons of Water Produced, Water Sold, Water Loss, Treated Sewer, Sewer Effluent Flows, and other details of monthly operation.

Oct 2016 (Sept 11 –Oct 12 Billing Cycle)	Oct-17	*Oct-16*
Water Produced for Sale:	**62.87** MG	*72.28 MG*
Known Leaks and Accounted Uses:	*7.108* MG	*10.642 MG*
Unknown Water Loss:	*4.56* MG	*1.81 MG*
Water Sold To Public:	**51.20** MG	***59.83*** *MG*
Maximum Daily Flow:	2.34 MG	*3.51 MG*
Average Daily Flow:	2.10 MG	*2.41 MG*
Total Water Production for Fiscal Year:	**62.87** MG	*72.28 MG*
*Percentage of LCRA Contract (Maximum Allowable Quantity – 725.00 MG)**	72.1%	*63.0%*

** Contract is based on calendar year, not fiscal year and excludes wholesale usage (Sandy Harbor, Oak Ridge and Deerhaven).*

Oct 2016 Wastewater Treatment	Oct-17	*Oct-16*
Treated Wastewater:	**17.18** MG	*17.35 MG*
% Water Sold:	34%	*29%*
Maximum Daily Flow:	0.686 MG	*0.916 MG*
Average Daily Flow:	0.554 MG	*0.560 MG*
Total Wastewater Treated for Fiscal Year:	**17.18** MG	*17.35 MG*
Effluent Pumped to Golf Courses & Other Reuse Stites:	19.99 MG	*19.37 MG*
Year-to-Date Percent of Water Sold :	34%	*29%*

Average Wastewater Flow from Cottonwood Shores (for Oct 2016) was 65,000 gallons per day, which is 67% of the contract amount (96,000 gallons per day).

	O-16	N-16	D-16	J-17	F-17	M-17	A-17	M-17	J-17	J-17	A-17	S-17	YTD
Raw Water (MG)	66.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	66.81
Water Produced (MG)	62.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.87
Known Leaks And Accounted Uses (MG)	7.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.11
Water Loss (MG)	4.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.56
Water Loss %	*7.2%*												*7.2%*
Water Sold (MG)	51.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51.20
Treated Wastewater (MG)	17.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.18
Treated Wastewater as % of Water Sold	*34%*												*34%*

DEVELOPMENT SERVICES

OCTOBER 2016 ACTIVITY REPORT

Meetings with the following:

1. Mike Kolar of Escondido regarding a Minor Replat in Escondido.
2. Pam Meegle regarding our development process for a commercial redevelopment project.
3. Interview Colleen Sullivan and Sheri Pollard for GIS Administrator position with Stan Farmer and Jeff Koska.
4. Interview Nathalie Kip for Assistant Planner position with Stan Farmer.
5. Tom Classen twice regarding the two Jaffe houses on Nattie Woods.
6. Ken Martin regarding a proposed townhouse project on his property on FM 2147 and Horseshoe Bay North Blvd. North.
7. Interview Curtis Kozall for Assistant Planner position with Stan Farmer.
8. Tyler Jarratt, Austin Divino and Michelle Leonelli regarding a development project.
9. Marcus Homer regarding Ted Burget PD Concept Plan and Ordinance.
10. Wallace Britton new ATS Inspector regarding swimming pool put in without a permit on Grove Court and two Nattie Woods houses.
11. Chris Laird regarding a proposed commercial/apartment project on Mulligan Court.

Other Meetings I attended:

1. Monthly Safety Meeting.
2. Planning and Zoning Commission.
3. 4 Senior Staff/Leadership Team Meetings.
4. Two Department staff meetings.
5. City Council.
6. 360 Feedback meeting.
7. Citizens Academy presentation with Jessica Noaker.
8. Department lunch with Administration.
9. CAMPO Wirtz Dam crossing meeting at Quail Point
10. City Council Resort cruise for Long Range Planning Committee.

Other Activity:

1. Day 1 of Senior staff and supervisors Leadership Training
2. Continued work on identifying possible ordinance amendments that could improve the City's Scenic City ranking.

Code Enforcement Officer Activities from 10/01/16 (Fiscal Year) To Date Summary:

- Red Tags Issued: 4
- Citations and Court Summons Issued: 0
- Certified Letters Sent: 4
- Total Vehicles Removed: 3
- Regular Letters Sent/Posted: 5
- Letters for Yard Lights/Addresses: o
- Development Services Director Minor Plats approved: 0

CITY OF HORSESHOE BAY

DEVELOPMENT SERVICES
OCTOBER 2016 ACTIVITY REPORT

Building Permits

Completed Application Received	ATS Review Completed	Date Issued To Customer	Type	Address	Owner
9/21/2016	9/30/2016	10/3/2016	Residential	1004 Sun Ray	Grandview Homes
9/21/16	9/30/16	10/3/16	Residential	1110 Sun Ray	Grandview Homes
9/14/16	9/26/16	10/6/16	Interior Remodel	515 HSB N. Blvd	David Hussey
9/21/16	9/26/16	10/6/16	Fence	225 Grove Court	Gorton Smith
9/26/16	10/10/16	10/12/16	Residential	ETJ 414 Twisted Oak	Landon Willhoite
10/4/16	10/12/16	10/13/16	New Garage	2207 Fault Line Dr	Rob Lovelady
10/4/16	10/17/16	10/17/16	Arbor/Pergola	207 Keel Way	Bob Worley
9/29/16	10/17/16	10/17/16	Re-Roof	310 The Hills Rd	Doug Jackson
8/23/16	9/7/16	10/19/16	Residential	169 Encantada	Benji & Amie Nemec
9/29/16	10/17/16	10/19/16	Remodel	203 Wennmohs	Emily Ware
10/11/16	10/18/16	10/19/16	Fence	107 Barefoot	Dennis Hoover
9/29/16	10/18/16	10/20/16	Pool	213 Grove Court	Legacy DCS
9/20/16	9/26/16	10/20/16	Pool	107 La Bonita	Cyndi Fergus
7/14/16	10/21/16	10/24/16	Remodel & Re-Roof	1210 Mountain Dew	Ted Durdel
9/7/16	9/15/16	10/24/16	Residential	1310 Hi Circle South	Jan Cupit
9/21/16	10/13/16	10/24/16	Remodel w/Deck	107 Amethyst	Diana Gum
10/3/16	10/12/16	10/24/16	Residential	1323 Hi Circle North	Joe Guajardo
10/17/16	10/26/16	10/27/16	Residential	101 Kathy Cove	Roger Cooper
10/4/16	10/12/16	10/28/16	Pool	627 Passion Flower	James Dudley
10/4/16	10/17/16	10/28/16	Residential	133 La Serena Loop	Robert Corcoran
10/20/16	10/27/16	10/31/16	Re-Roof	108 Blanco Court	Shirl Thornton
10/12/16	10/18/16	10/31/16	Deck Remodel	819 Fallow	Najib Abusalbi

Residential Permits	FY 14	FY 15	FY 16	FY 17
October	3	9*	2*	8*
November	5	3	2	
December	6	6*	11	
January	1	3	5	
February	2	2	7	
March	1	2	1	
April	2*	2	3	
May	2	7	10*	
June	11	6	10*	
July	4*	5	4	
August	3	4	3	
September	7	5*	6	
Yearly Total	**47**	**54**	**64**	**8**

*Indicates one Single-family permit in the ETJ

Department Activity Report	August
Residential Plan Reviews submitted to ATS	3
Residential Permits Issued	8
Plan Reviews	17
ATS Inspections	63
Garage Sale Permits Issued	3
Variances (Sign)	1
Mobile Homes	0
Plat/Replat (Incl. Minor Plats)	2
Planned Development	0
Zoning Amendments	0
Requests for information	631

MONTHLY RESIDENTIAL PERMIT TRACKING
10/31/2016

NO.	Address	Zone	Subdivision	Date Permit Issued	Date Most Recent ATS Inspection Requested or Made	No. Months on Permit
1	2401 Saddle Gun-Repermit-Note 1	4B	Horseshoe Bay South	2/17/2016-Repermit	2/11/2014	0
2	312 Nattie Woods-Repermit-Note 2	12	Summit Rock	6/13/2016-Repermit	10/20/2016	0
3	316 Nattie Woods-Repermit-Note 2	12	Summit Rock	6/13/2016-Repermit	10/20/2016	0
4	113 La Bonita-Note 3	9	Escondido	6/15/2016-Repermit	9/7/2016	1.5
5	307 Outcrop-Note 4	3	Horseshoe Bay West	06/16/2016-Repermit	9/25/2015	1.5
6	601 Mountain Leather-Note 5	3	Horseshoe Bay West	11/7/2015-Repermit	None Requested	1.5
7	201 Mountain Leather-Note 6	3	Horseshoe Bay West	6/16/2015	6/28/2016	1.5
8	1202 Sun Ray	3	Horseshoe Bay West	7/28/2015	10/27/2016	3
9	627 Passion Flower	12	Summit Rock	8/5/2015	10/18/2016	3
10	1113 Mountain Leather	3	Horseshoe Bay West	8/25/2015	10/12/2016	3.5
11	813 Trails Parkway	11	The Trails	9/3/2015	2/23/2016	4
12	3340 W SH 71	ETJ	ETJ	9/14/2015	2/4/2016	4
13	101 Lachite-Note 7	3	Horseshoe Bay West	Repermit-9/15/2016	6/16/2016	4.5
14	155 La Serena Loop	9	Escondido	9/21/2015	9/7/2016	5.5
15	100 Gallop	3	Horseshoe Bay West	10/20/2015	2/16/2016	5.5
16	105 Plaza Escondido	9	Escondido	11/3/2015	7/21/2016	6
17	801 Silver Hill	3	Horseshoe Bay West	11/4/2015	3/4/2016	6
18	120 Azalea Loop	12	Summit Rock	12/2/2015	10/11/2016	7
19	112 Jade	3	Horseshoe Bay West	12/3/2015	4/18/2016	7
20	325 Parallel Circle	3	Horseshoe Bay WEst	12/3/2015	None Requested	7
21	101 Harbor Light	4A	Horseshoe Bay	12/4/2015	9/21/2016	7
22	301 The Trails Parkway	11	The Trails	1/7/2016	8/15/2016	8
23	107 La Bonita	9	Escondido	1/8/2016	8/2/2016	8
24	213 Grove Ct	12	Summit Rock	2/3/2016	9/7/2016	9
25	306 Apache Tears	3	Horseshoe Bay West	2/8/2016	4/26/2016	9
26	101 Grove Ct	12	Summit Rock	2/9/2016	9/2/2016	9
27	211 Plenty Hills	3	Horseshoe Bay West	2/19/2016	8/19/2016	9.5
28	106 Blue Yonder	2	Applehead	3/3/2016	9/26/2016	10

MONTHLY RESIDENTIAL PERMIT TRACKING
10/31/2016

NO.	Address	Zone	Subdivision	Date Permit Issued	Date Most Recent ATS Inspection Requested or Made	No. Months on Permit
29	106 Diamond Hill	2	Applehead	4/4/2016	None Requested	11
30	810 The Trails Parkway	11	The Trails	4/8/2016	10/31/2016	11
31-38	100-112&116-204 Tuscan Dr.-Note 8	3	Horseshoe Bay West	5/10/2016	7/25/2016	12
39	129 Wilderness Drive East	ETJ	ETJ	5/18/2016	8/25/2016	12.5
40	115 Wilderness Drive East	ETJ	ETJ	6/1/2016	10/6/2016	13
41	103 Still Water	3	Horseshoe Bay West	6/1/2016	8/11/2016	13
42	703 Pecan Crossing	6	Pecan Creek	6/2/2016	9/15/2016	13
43	301 Grove Court	12	Summit Rock	6/14/2016	10/26/2016	13
44	1602 White Tail	4B	Horseshoe Bay South	6/15/2016	9/23/2016	13.5
45	204 Mountain Home	3	Horseshoe Bay West	6/15/2016	10/28/2016	13.5
46	1124 Stampede	4B	Horseshoe Bay South	6/16/2016	10/21/2016	13.5
47	132 Rock N Robyn	11	The Trails	6/21/2016	10/4/2016	14
48	108 Gillespie Court	6	Pecan Creek	6/28/2016	9/12/2016	14
49	402 Lighthouse Dr.	4A	Horseshoe Bay	6/29/2016	8/19/2016	14
50	221 Grove Ct	12	Summit Rock	7/1/2016	8/16/2016	14
51	112 Las Puertas	9	Escondido	7/15/2016	8/18/2016	14.5
52	103 Whistle Stop	3	Horseshoe Bay West	7/27/2016	9/26/2016	15
53	101 Lost Buck	3	Horseshoe Bay West	7/28/2016	8/16/2016	15
54	1411 Hi Circle South	3	Horseshoe Bay West	8/1/2016	10/12/2016	15
55	311 Short Circuit	4A	Horseshoe Bay	8/1/2016	10/31/2016	15
56	309 Short Circuit	4A	Horseshoe Bay	8/1/2016	10/26/2016	15
57	100 Gillespie Ct.	6	Pecan Creek	9/1/2016	10/6/2016	16
58	401 Cat Canyon	3	Horseshoe Bay West	9/7/2016	10/25/2016	16
59	303 Fieldspar	3	Horseshoe Bay West	9/16/2016	10/13/2016	16.5
60	283 La Serena Loop	9	Escondido	9/19/2016	10/12/2016	16.5
61	339 Sun Ray	3	Horseshoe Bay West	9/21/2016	10/6/2016	16.5
62	311 Sombrero	4A	Horseshoe Bay	9/30/2016	10/20/2016	17
63	1004 Sun Ray	3	Horseshoe Bay West	10/3/2016	None Requested	17

MONTHLY RESIDENTIAL PERMIT TRACKING
10/31/2016

NO.	Address	Zone	Subdivision	Date Permit Issued	Date Most Recent ATS Inspection Requested or Made	No. Months on Permit
64	1110 Sun Ray	3	Horseshoe Bay West	10/3/2016	10/28/2016	17
65	414 Twisted Oak	ETJ	ETJ	10/12/2016	None Requested	17
66	203 Wennmohs	3	Horseshoe Bay West	10/19/2016	None Requested	17.5
67	169 Encantada	9	Escondido	10/19/2016	None Requested	17.5
68	1323 Hi Circle North	4A	Horseshoe Bay Proper	10/24/2016	None Requested	18
69	1310 Hi Circle South	4A	Horseshoe Bay	10/24/2016	None Requested	18
70	101 Kathy Cove	11	The Trails	10/27/2016	None Requested	18
71	133 La Serena Loop	9	Escondido	10/28/2016	None Requested	18
72	401 Matern Court	3	Horseshoe Bay West	NYI		
73	1504 Hi Fault Dr.	3	Horseshoe Bay West	NYI		
74-81	Tuscan Dr.	3	Horseshoe Bay West	NYI		

NYI - Not Yet Issued. Permit is ready for pick-up by builder/contractor

NOTES

1 Repermit issued on 9/20/16 for two months - expires on 11/10/16

2 Doug Jaffe, II has purchased both properties and is working with Westway Custom Builders to compolete the necessary inspections and construction work. Plans and a schedule are being prepared

3 Final inspection scheduled for 11/11/16

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8 First 8 of 16 units- last Phase of The Enclave - 2 - 4 Unit Permits remain unpaid.

MONTHLY RESIDENTIAL PERMIT TRACKING
10/31/2016

NO.	Address	Zone	Subdivision	Date Permit Issued	Date Most Recent ATS Inspection Requested or Made	No. Months on Permit	Permit Expires
28	106 Blue Yonder	2	Applehead	3/3/2016	9/26/2016	10	9/3/2017
29	106 Diamond Hill	2	Applehead	4/4/2016	None Requested	11	10/4/2017
5	307 Outcrop-Note 4	3	Horseshoe Bay West	06/16/2016-Repermit	9/25/2015	1.5	12/16/2016
6	601 Mountain Leather-Note 5	3	Horseshoe Bay West	11/7/2015-Repermit	None Requested	1.5	12/16/2016
7	201 Mountain Leather-Note 6	3	Horseshoe Bay West	6/16/2015	6/28/2016	1.5	12/16/2016
8	1202 Sun Ray	3	Horseshoe Bay West	7/28/2015	10/27/2016	3	1/28/2017
10	1113 Mountain Leather	3	Horseshoe Bay West	8/25/2015	10/12/2016	3.5	2/25/2017
13	101 Lachite-Note 7	3	Horseshoe Bay West	Repermit 9/15/2016	6/16/2016	4.5	3/15/2017
15	100 Gallop	3	Horseshoe Bay West	10/20/2015	2/16/2016	5.5	4/20/2017
17	801 Silver Hill	3	Horseshoe Bay West	11/4/2015	3/4/2016	6	5/4/2017
19	112 Jade	3	Horseshoe Bay West	12/3/2015	4/18/2016	7	6/3/2017
20	325 Parallel Circle	3	Horseshoe Bay WEst	12/3/2015	None Requested	7	6/3/2017
25	306 Apache Tears	3	Horseshoe Bay West	2/8/2016	4/26/2016	9	8/8/2017
27	211 Plenty Hills	3	Horseshoe Bay West	2/19/2016	8/19/2016	9.5	8/19/2017
31-38	100-112&116-204 Tuscan Dr.-Note 8	3	Horseshoe Bay West	5/10/2016	7/25/2016	12	11/10/2017
41	103 Still Water	3	Horseshoe Bay West	6/1/2016	8/11/2016	13	12/1/2017
45	204 Mountain Home	3	Horseshoe Bay West	6/15/2016	10/28/2016	13.5	12/15/2017
52	103 Whistle Stop	3	Horseshoe Bay West	7/27/2016	9/26/2016	15	1/27/2018
53	101 Lost Buck	3	Horseshoe Bay West	7/28/2016	8/16/2016	15	1/28/2018
54	1411 Hi Circle South	3	Horseshoe Bay West	8/1/2016	10/12/2016	15	2/1/2018
58	401 Cat Canyon	3	Horseshoe Bay West	9/7/2016	10/25/2016	16	3/7/2018
59	303 Fieldspar	3	Horseshoe Bay West	9/16/2016	10/13/2016	16.5	3/16/2018
61	339 Sun Ray	3	Horseshoe Bay West	9/21/2016	10/6/2016	16.5	3/21/2018
63	1004 Sun Ray	3	Horseshoe Bay West	10/3/2016	None Requested	17	4/3/2018
64	1110 Sun Ray	3	Horseshoe Bay West	10/3/2016	10/28/2016	17	4/3/2018
66	203 Wennmohs	3	Horseshoe Bay West	10/19/2016	None Requested	17.5	4/19/2018
72	401 Matern Court	3	Horseshoe Bay West	NYI			
73	1504 Hi Fault Dr.	3	Horseshoe Bay West	NYI			

74-81	Tuscan Dr.	3	Horseshoe Bay West	NYI			
21	101 Harbor Light	4A	Horseshoe Bay	12/4/2015	9/21/2016	7	6/4/2017
49	402 Lighthouse Dr.	4A	Horseshoe Bay	6/29/2016	8/19/2016	14	12/29/2017
55	311 Short Circuit	4A	Horseshoe Bay	8/1/2016	10/31/2016	15	2/1/2018
56	309 Short Circuit	4A	Horseshoe Bay	8/1/2016	10/26/2016	15	2/1/2018
62	311 Sombrero	4A	Horseshoe Bay	9/30/2016	10/20/2016	17	3/30/2018
68	1323 Hi Circle North	4A	Horseshoe Bay Proper	10/24/2016	None Requested	18	4/24/2018
69	1310 Hi Circle South	4A	Horseshoe Bay	10/24/2016	None Requested	18	4/24/2018
1	2401 Saddle Gun-Repermit-Note 1	4B	Horseshoe Bay South	2/17/2016-Repermit	2/11/2014	0	3/21/2016
44	1602 White Tail	4B	Horseshoe Bay South	6/15/2016	9/23/2016	13.5	12/15/2017
46	1124 Stampede	4B	Horseshoe Bay South	6/16/2016	10/21/2016	13.5	12/16/2017
42	703 Pecan Crossing	6	Pecan Creek	6/2/2016	9/15/2016	13	12/2/2017
48	108 Gillespie Court	6	Pecan Creek	6/28/2016	9/12/2016	14	12/28/2017
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4	113 La Bonita-Note 3	9	Escondido	6/15/2016-Repermit	9/7/2016	1.5	12/15/2016
14	155 La Serena Loop	9	Escondido	9/21/2015	9/7/2016	5.5	3/21/2017
16	105 Plaza Escondido	9	Escondido	11/3/2015	7/21/2016	6	5/3/2017
23	107 La Bonita	9	Escondido	1/8/2016	8/2/2016	8	7/8/2017
51	112 Las Puertas	9	Escondido	7/15/2016	8/18/2016	14.5	1/15/2018
60	283 La Serena Loop	9	Escondido	9/19/2016	10/12/2016	16.5	3/19/2018
67	169 Encantada	9	Escondido	10/19/2016	None Requested	17.5	4/19/2018
71	133 La Serena Loop	9	Escondido	10/28/2016	None Requested	18	4/28/2018
11	813 Trails Parkway	11	The Trails	9/3/2015	2/23/2016	4	3/3/2017
22	301 The Trails Parkway	11	The Trails	1/7/2016	8/15/2016	8	7/7/2017
30	810 The Trails Parkway	11	The Trails	4/8/2016	10/31/2016	11	10/8/2017
47	132 Rock N Robyn	11	The Trails	6/21/2016	10/4/2016	14	12/21/2017
70	101 Kathy Cove	11	The Trails	10/27/2016	None Requested	18	4/27/2018
2	312 Nattie Woods-Repermit-Note 2	12	Summit Rock	6/13/2016-Repermit	10/20/2016	0	9/11/2016
3	316 Nattie Woods-Repermit-Note 2	12	Summit Rock	6/13/2016-Repermit	10/20/2016	0	9/11/2016
9	627 Passion Flower	12	Summit Rock	8/5/2015	10/18/2016	3	2/5/2017
18	120 Azalea Loop	12	Summit Rock	12/2/2015	10/11/2016	7	6/2/2017
24	213 Grove Ct	12	Summit Rock	2/3/2016	9/7/2016	9	8/3/2017
26	101 Grove Ct	12	Summit Rock	2/9/2016	9/2/2016	9	8/9/2017
43	301 Grove Court	12	Summit Rock	6/14/2016	10/26/2016	13	12/14/2017

50	221 Grove Ct	12	Summit Rock	7/1/2016	8/16/2016	14	1/1/2018
12	3340 W SH 71	ETJ	ETJ	9/14/2015	2/4/2016	4	3/14/2017
39	129 Wilderness Drive East	ETJ	ETJ	5/18/2016	8/25/2016	12.5	11/18/2017
40	115 Wilderness Drive East	ETJ	ETJ	6/1/2016	10/6/2016	13	12/1/2017
65	414 Twisted Oak	ETJ	ETJ	10/12/2016	None Requested	17	4/12/2018

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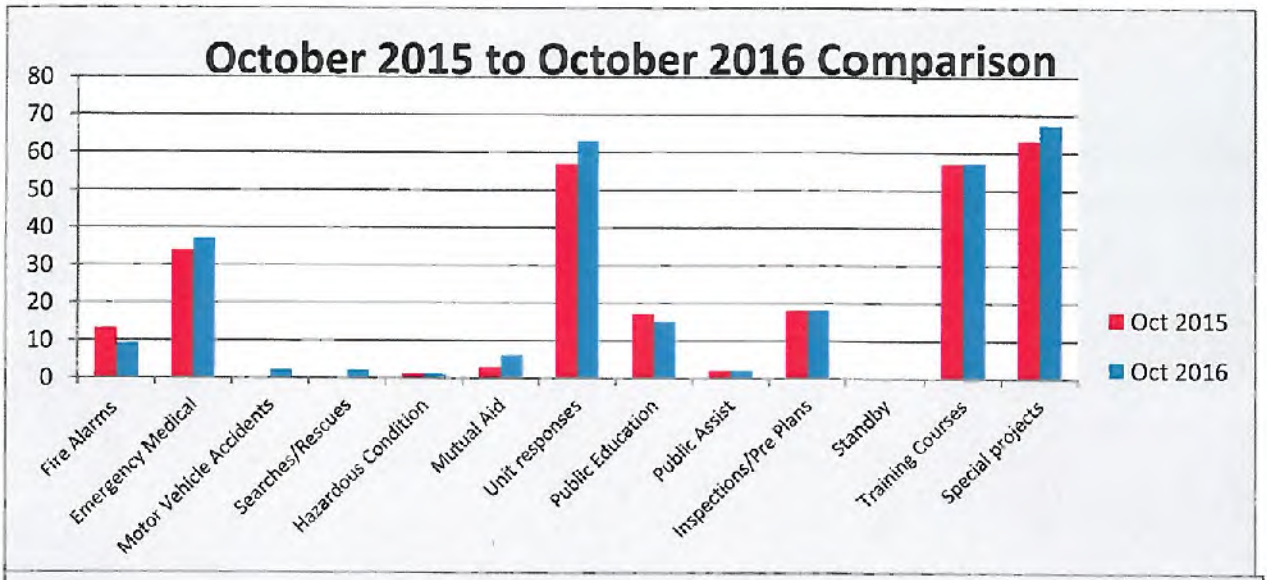
CITY OF HORSESHOE BAY

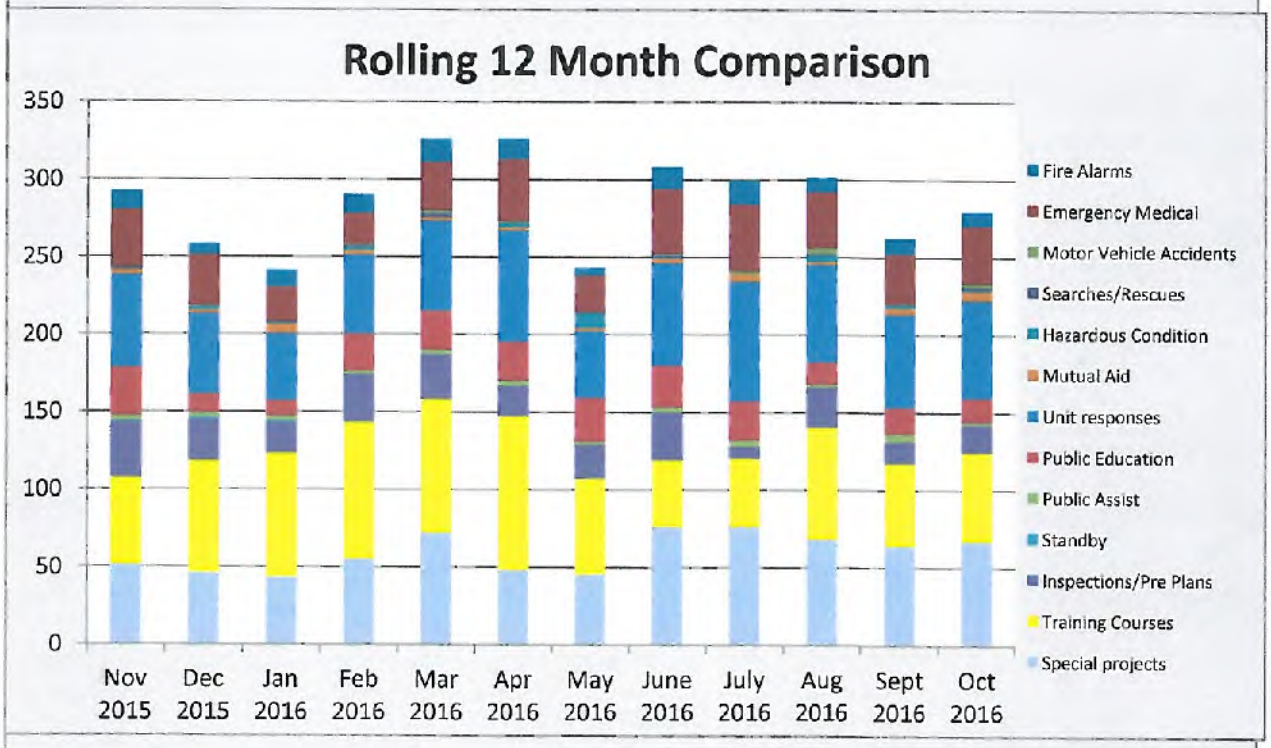
FIRE DEPARTMENT
October 2016 & FY ACTIVITY REPORT

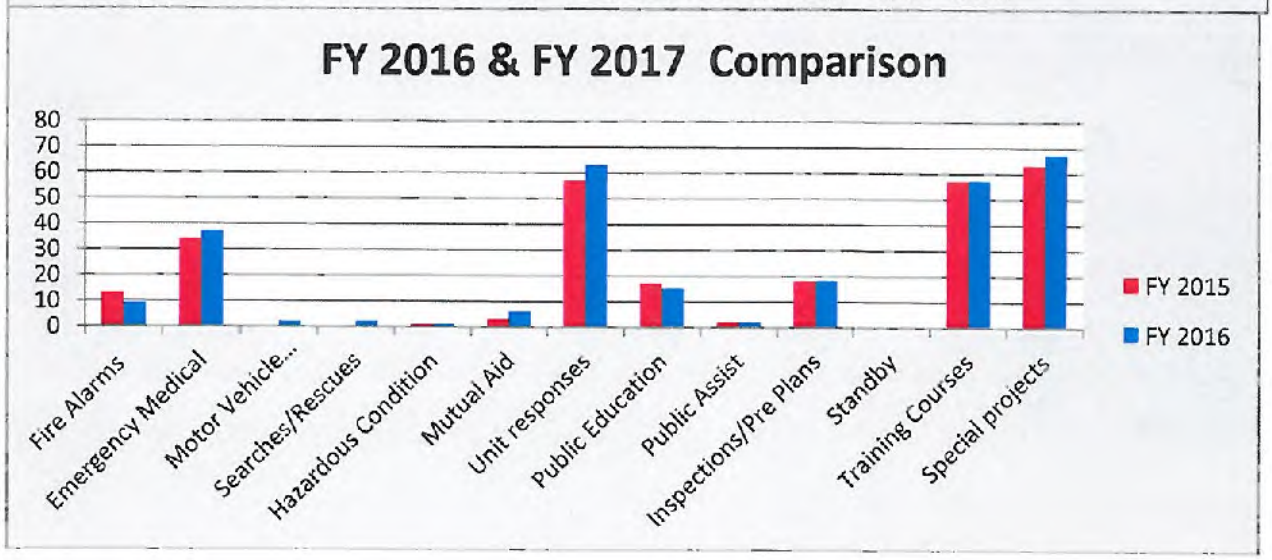
Meetings Attended - Chief Morris and Asst. Chief Black attended multiple meetings during the month of October to include the following:
Oct 4 – Safety Meeting / Christmas tree fire demonstration
Oct 6 – Web-EOC sub administrator group meeting at CAPCOG
Oct 10 – Meeting with TDEM Jack Doebbler / Mayor Jordan, Inspection consultation at Celeste
Oct 13 – Apparatus meeting with Randy Franks
Oct 14 – Web EOC w/S&W hospital
Oct 17 – Meeting with Sandy Harbor Fire Chief Larry Smith
Site plan meeting with Mike Walsh, John Linear and Frank Reece
Oct 19 – 360 review feedback, Follow up meeting with Celeste
Oct 20 – 23 – Apparatus purchase trip to Holden LA.
Oct 26 – ESD meeting
Oct 27 – Local Emergency Response Planning Meeting in Burnet, Meeting with MFFR Chief Sander
Community Events attended
Oct 13 – Appreciation dinner at the Trails
Oct 26 – Community coffee
Notable Training
Oct 3 – Regional Training Exercise
Oct 19 – Extrication Training w/MFFR

OPERATIONS	Oct 2016	Oct 2015	FYTD 2017	FYTD 2016
Fire Alarms (all types-buildings, vehicles, etc.)	9	13	9	13
Emergency Medical	37	34	37	34
Motor Vehicle Accident	2	0	2	0
Searches and/or Rescue	2	0	2	0
Hazardous Condition	1	1	1	1
Mutual Aid	6	3	6	3
Number of unit responses	63	57	63	57
Public Education/Relations	15	17	15	17
Public Service or Assistance	2	2	2	2
Inspections/Preplans	18	18	18	18
Standby Public Safety	0	0	0	0
Training programs	57	57	57	57
Spec. projects (i.e. spec. meetings & other work details)	67	63	67	63
Totals	279	265	279	265

Monthly Response Time: 5.71 minutes


October 2015 to October 2016 Comparison
80
70
60
50
40
30
20
10
0
Fire Alarms
Emergency Medical
Motor Vehicle Accidents
Searches/Rescues
Hazardous Condition
Mutual Aid
Unit responses
Public Education
Public Assist
Inspections/Pre Plans
Standby
Training Courses
Special projects
Oct 2015
Oct 2016


Rolling 12 Month Comparison
350
300
250
200
150
100
50
0
Nov 2015
Dec 2015
Jan 2016
Feb 2016
Mar 2016
Apr 2016
May 2016
June 2016
July 2016
Aug 2016
Sept 2016
Oct 2016
Fire Alarms
Emergency Medical
Motor Vehicle Accidents
Searches/Rescues
Hazardous Condition
Mutual Aid
Unit responses
Public Education
Public Assist
Standby
Inspections/Pre Plans
Training Courses
Special projects


FY 2016 & FY 2017 Comparison
80
70
60
50
40
30
20
10
0
Fire Alarms
Emergency Medical
Motor Vehicle...
Searches/Rescues
Hazardous Condition
Mutual Aid
Unit responses
Public Education
Public Assist
Inspections/Pre Plans
Standby
Training Courses
Special projects
FY 2015
FY 2016

CITY OF HORSESHOE BAY

POLICE DEPARTMENT
OCTOBER 2016 & FY ACTIVITY REPORT

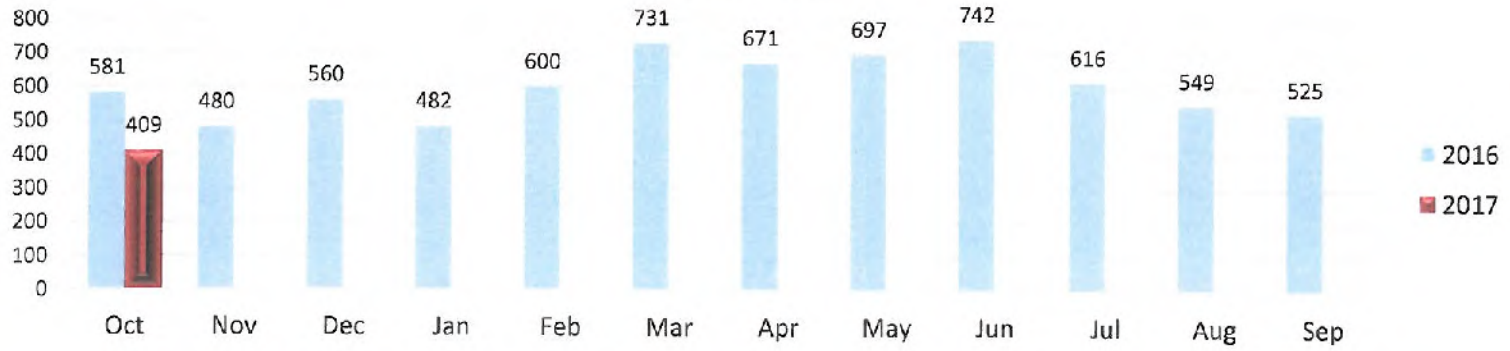
During the month of October 2016 there were twenty-four (24) new cases reported to our department. The October cases consisted of one (1) felony cases, fourteen (14) misdemeanor cases, nine (9) non-criminal cases, one (1) traffic accidents, and ten (10) arrests. The department cleared twenty-one (21) new and old Horseshoe Bay cases in the month of October. Eighteen (18) residents requested home security watches during October. Also local businesses, amenities, and construction sites continued to be checked thoroughly on a daily basis. Overall, the department responded to four hundred nine (409) calls for service, including twenty-three (23) alarms for the month of October.

During the month of October, 2016, twelve (12) new cases were assigned to CID for follow up investigation. Five (5) of those were a misdemeanor grade. There was one (1) felony level case and six (6) investigations were non-criminal in nature. Those included investigations such as Animal Bites, Found Property, and Death Investigations. CID conducted four (4) other investigations, which consisted of civil matters and background investigations that did not generate case reports. A total of one hundred and twenty three (123) persons were interviewed by investigators. These interviews resulted in four (4) witness/victim statements, and two (2) confessions. CID cleared twelve (12) active cases during the month. CID personnel conducted three (3) searches, and collected eight (8) items of evidence. CID assisted the Patrol Division in covering twelve (12) Patrol Shifts, and had eight (8) training hours this month.

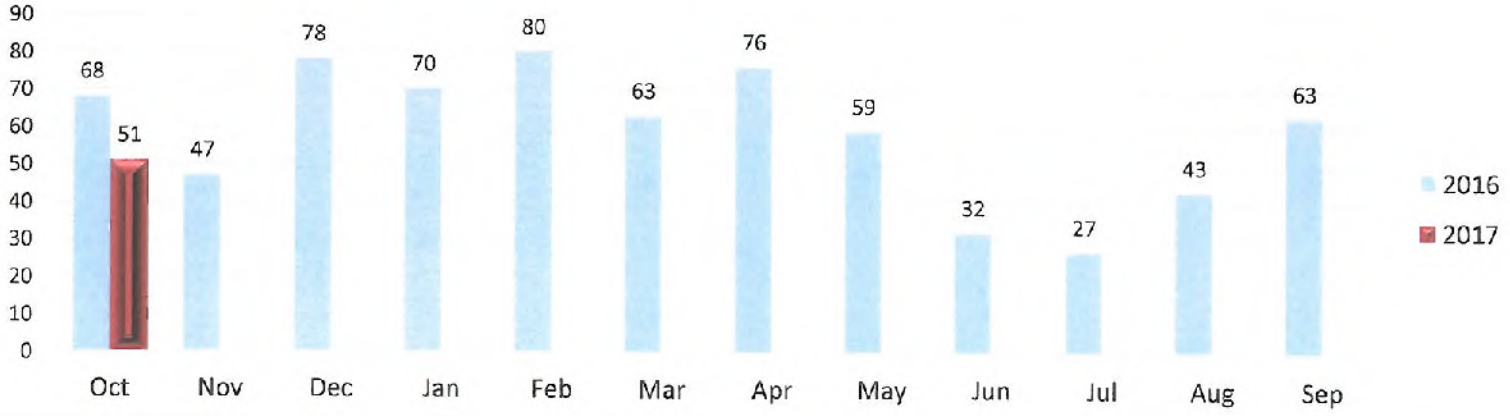
OPERATIONS	OCT 2016	OCT 2015	FYTD 2017	FYTD 2016
Dispatch For Service	409	581	409	581
Verbal Warnings	51	68	51	68
Warnings	73	110	73	110
Citations	22	37	22	37
Arrest	10	13	10	13
Code Enforcement	78	58	78	58
Traffic Accidents	1	6	1	6
Home Security Watches	18	16	18	16
Alarms	23	18	23	18
Felony Cases	1	1	1	1
Misdemeanor Cases	14	23	14	23
Non-Criminal Cases	9	4	9	4
Total Reports (New)	24	28	24	28
Cases Cleared (Old & New)	21	17	21	17

Response Time 6.16

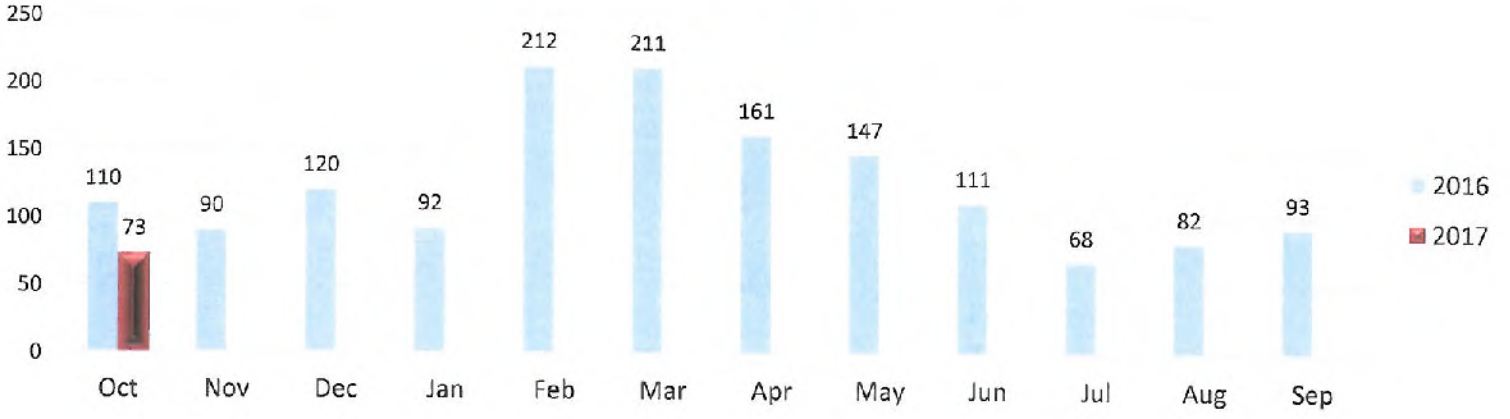
Horseshoe Bay Police Department
Dispatch Calls for Service FYTD
(2016 - 2017)



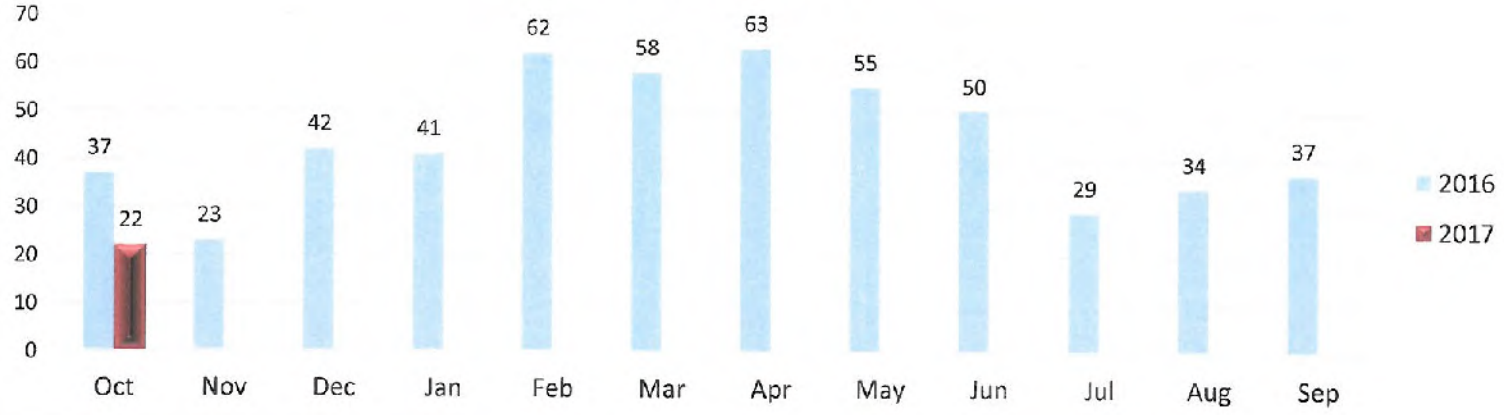
Horseshoe Bay Police Department
Verbal Warnings FYTD
(2016 - 2017)



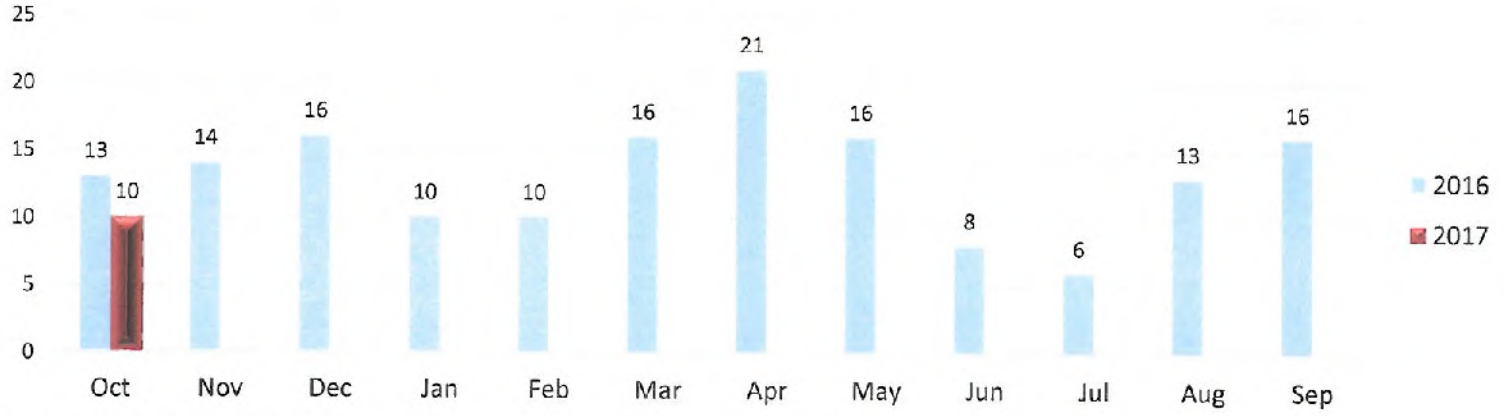
Horseshoe Bay Police Department
Warnings FYTD
(2016 - 2017)



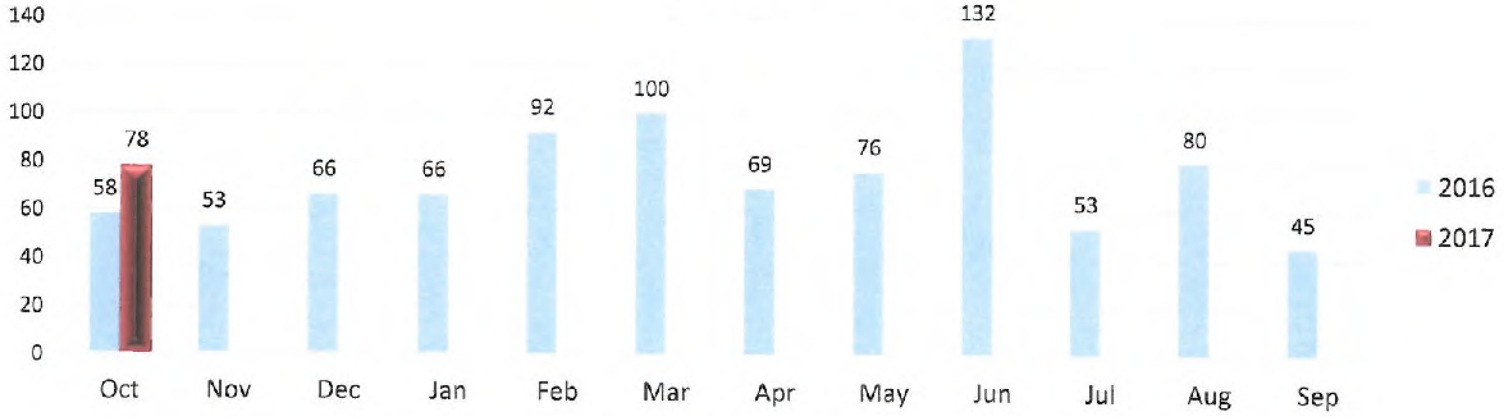
Horseshoe Bay Police Department
Citations FYTD
(2016 - 2017)



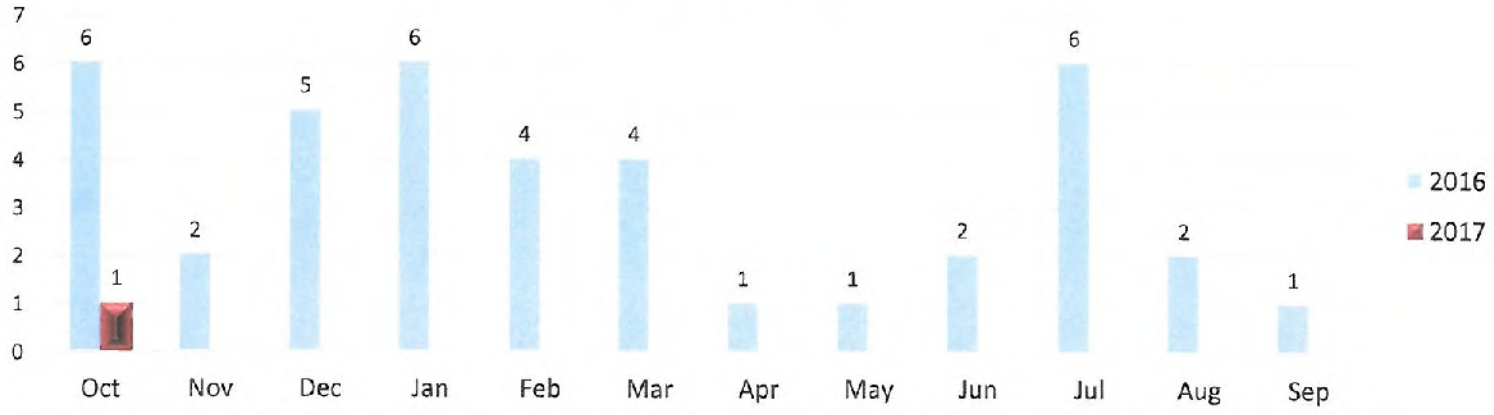
Horseshoe Bay Police Department
Arrest FYTD
(2016 - 2017)



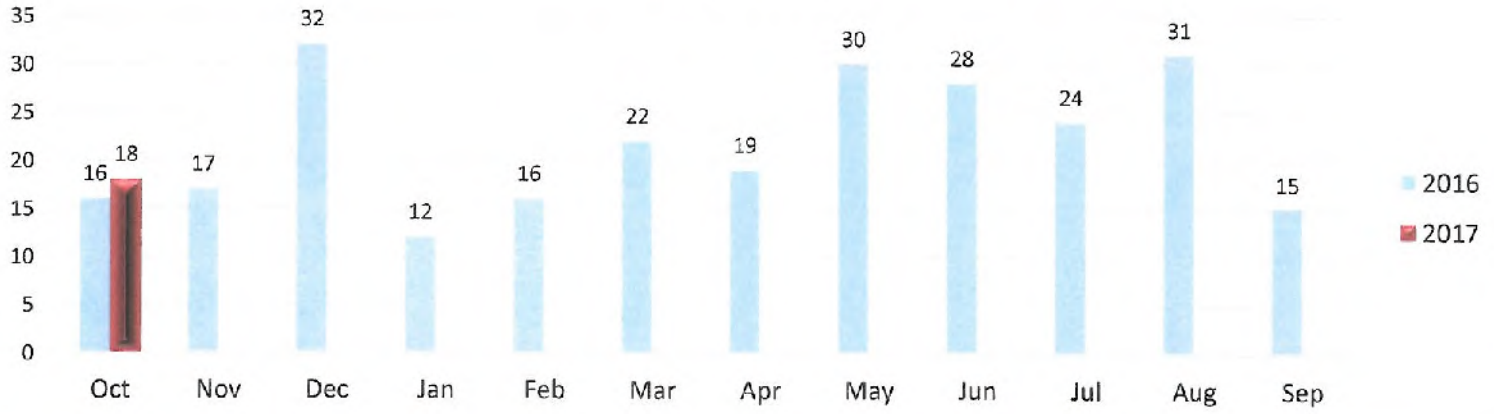
Horseshoe Bay Police Department
Code Enforcement FYTD
(2016-2017)



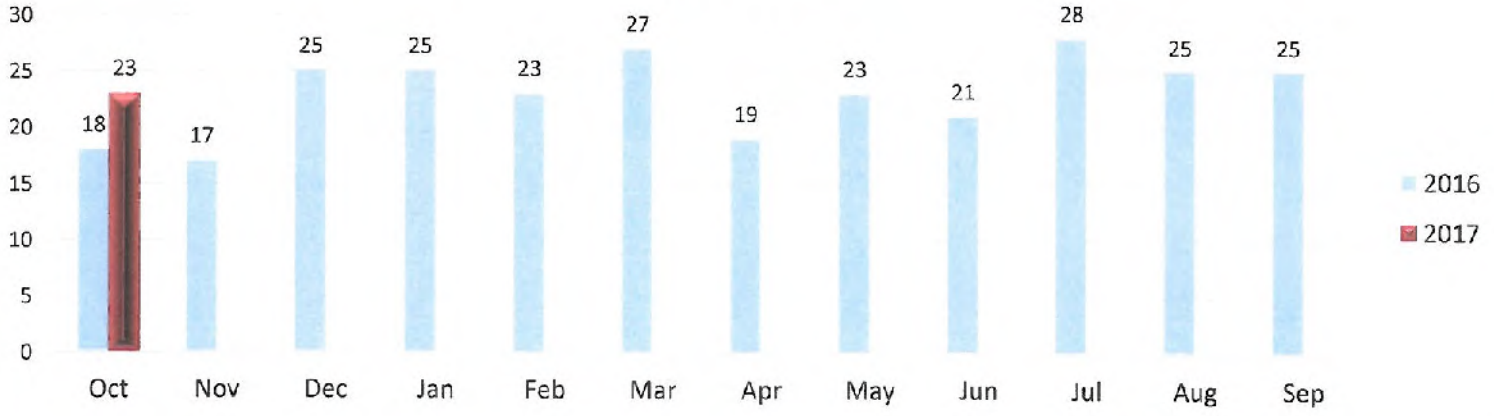
Horseshoe Bay Police Department
Traffic Accidents FYTD
(2016 - 2017)



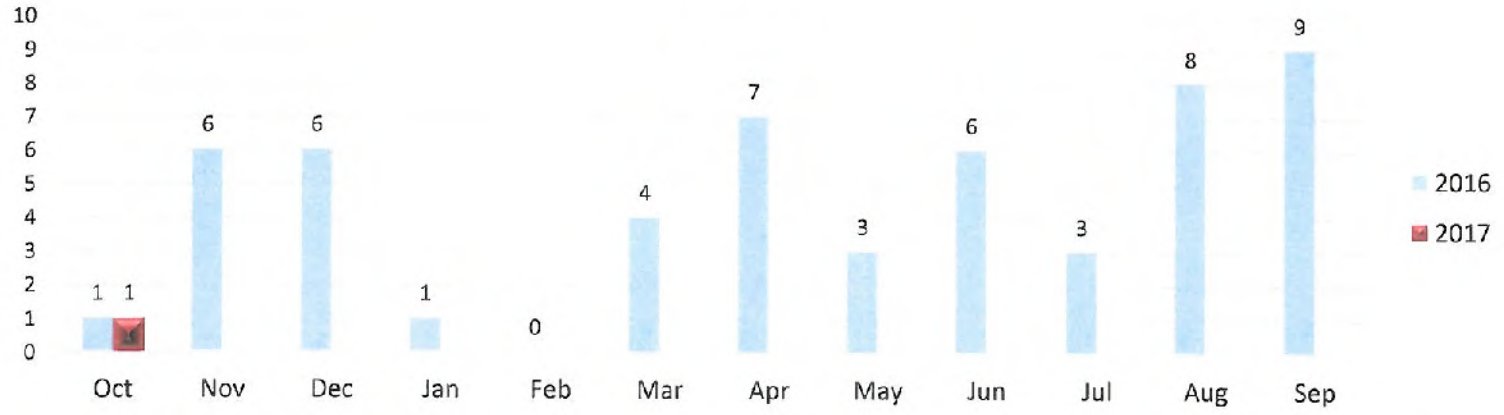
Horseshoe Bay Police Department
Home Security Watches FYTD
(2016 - 2017)



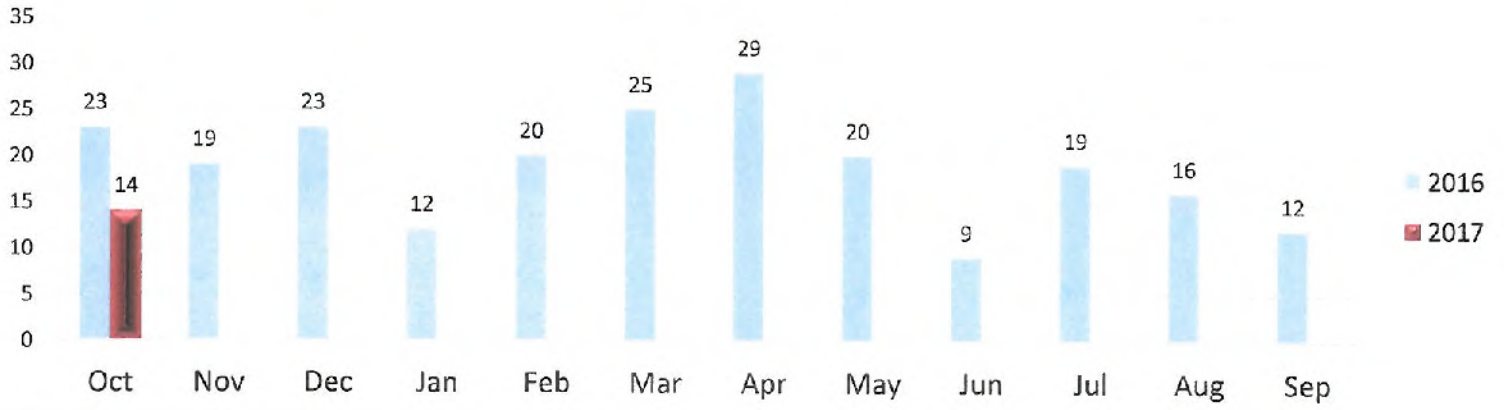
Horseshoe Bay Police Department
Alarms FYTD
(2016 - 2017)



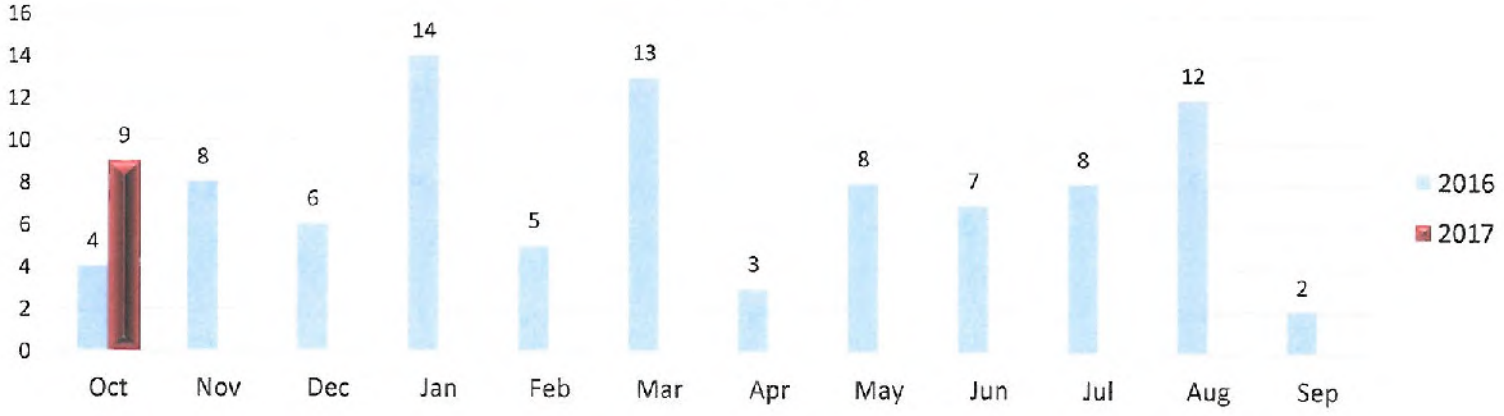
Horseshoe Bay Police Department
Felony Cases FYTD
(2016 - 2017)

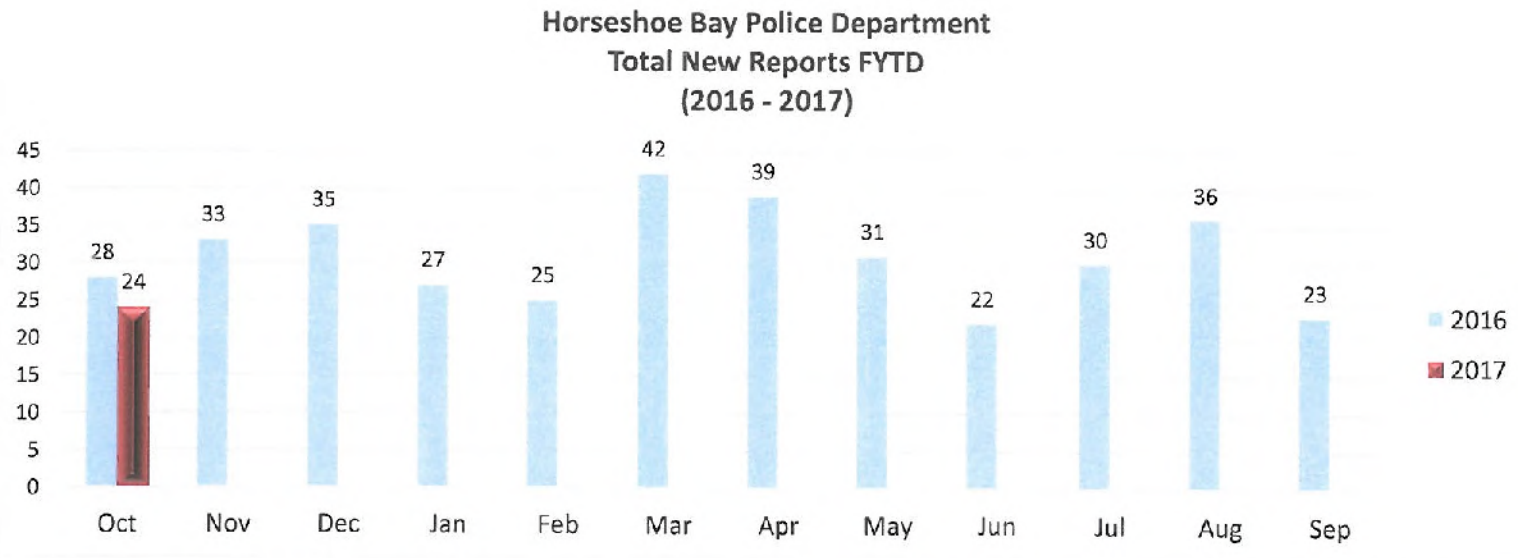


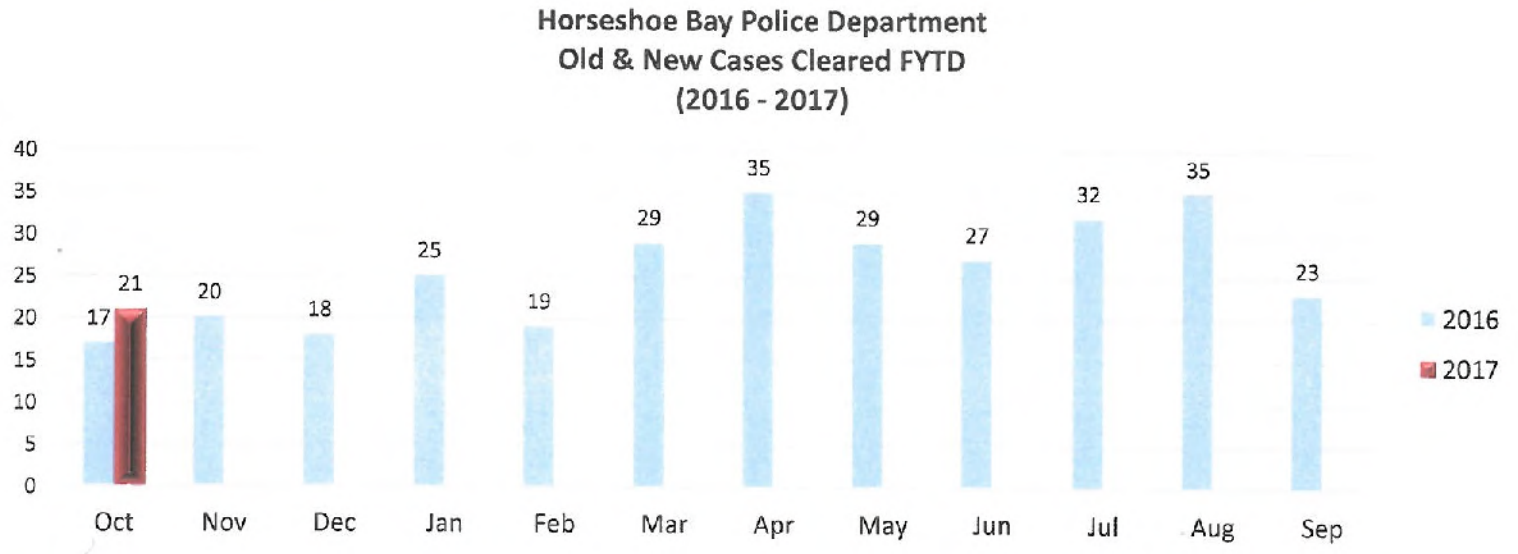
Horseshoe Bay Police Department
Misdemeanor Cases FYTD
(2016 - 2017)



Horseshoe Bay Police Department
Non-Criminal Cases FYTD
(2016 - 2017)




Horseshoe Bay Police Department
Total New Reports FYTD
(2016 - 2017)
45
40
35
30
25
20
15
10
5
0
28
24
33
35
27
25
42
39
31
22
30
36
23
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
2016
2017


Horseshoe Bay Police Department
Old & New Cases Cleared FYTD
(2016 - 2017)
40
35
30
25
20
15
10
5
0
17
21
20
18
25
19
29
35
29
27
32
35
23
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
2016
2017

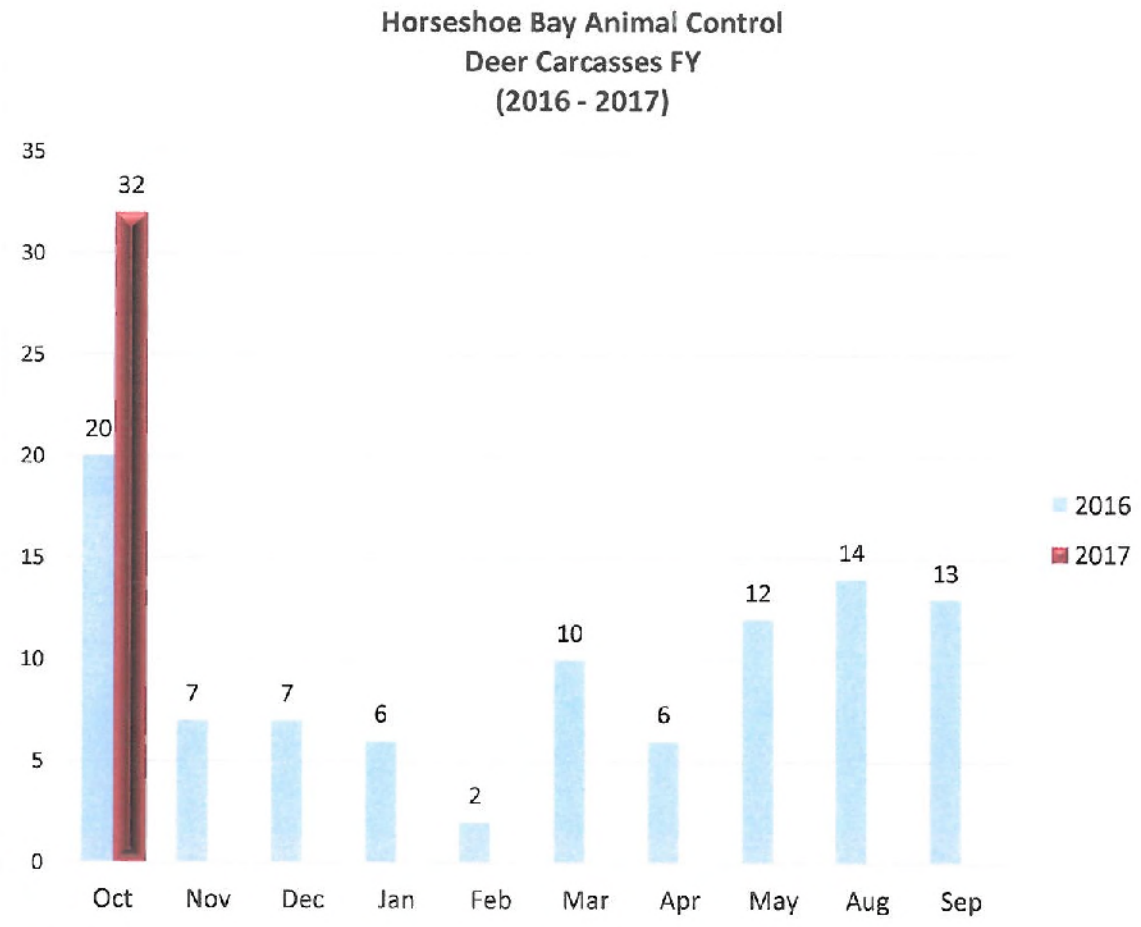
CITY OF HORSESHOE BAY

ANIMAL CONTROL
OCTOBER 2016 & FY ACTIVITY REPORT

The Animal Control Person handled approximately one hundred ten (110) calls within the month of October. This reflects the number of calls handled, but does not include the number of times traps were checked and did not have an animal in them.

Police officers assisted or were assisted by the A.C.O. in fifteen (15) of the calls for the month of October.

OPERATIONS	OCT 2016	OCT 2015	FYTD 2017	FYTD 2016
Buck Carcasses	7	6	7	6
Doe Carcasses	21	6	21	6
Fawn Carcasses	4	8	4	8
Total Deer Carcasses:	32	20	32	20
Other Carcasses	34	3	34	3
Blue Lake Carcasses	0	0	0	0
Total All Carcasses:	66	23	66	23
Cat related calls	2	3	2	3
Dog related calls	14	11	14	11
Total Other calls	28	90	28	90
Total Calls:	110	127	110	127


Horseshoe Bay Animal Control
Deer Carcasses FY
(2016 - 2017)
35
30
25
20
15
10
5
0
32
20
7
7
6
2
10
6
12
14
13
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
Aug
Sep
2016
2017