



DRIPPING SPRINGS
Texas

CITY COUNCIL REGULAR MEETING
City of Dripping Springs
Council Chambers, 511 Mercer St, Dripping Springs, TX
Tuesday, October 17, 2023 at 6:00 PM

AGENDA

CALL TO ORDER AND ROLL CALL

City Council Members

Mayor Bill Foulds, Jr.
Mayor Pro Tem Taline Manassian
Council Member Place 2 Wade King
Council Member Place 3 Geoffrey Tahuahua
Council Member Place 4 Travis Crow
Council Member Place 5 Sherrie Parks

Staff, Consultants & Appointed/Elected Officials

City Administrator Michelle Fischer
Deputy City Administrator Ginger Faught
Interim Deputy City Administrator/City Treasurer Shawn Cox
City Attorney Laura Mueller
People & Communications Director Lisa Sullivan
City Secretary Andrea Cunningham
IT Director Jason Weinstock
Planning Director Tory Carpenter
Parks & Community Services Director Andy Binz
DSRP Manager Emily Nelson

PLEDGE OF ALLEGIANCE

PRESENTATION OF CITIZENS

A member of the public who desires to address the City Council regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the City Council's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the City Council. It is the request of the City Council that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.

CONSENT AGENDA

The following items are anticipated to require little or no individualized discussion due to their nature being clerical, ministerial, mundane or routine. In an effort to enhance the efficiency of City Council meetings, it is intended that these items will be acted upon by the City Council with a single motion because no public hearing or determination is necessary. However, a City Council Member or citizen may request separate deliberation for a specific item, in which event those items will be removed from the consent agenda prior to the City Council voting on the consent agenda as a collective, singular item. Prior to voting on the consent agenda, the City Council may add additional items that are listed elsewhere on the same agenda.

- 1. Approval of the October 3, 2023, City Council regular meeting minutes.**
- 2. Approval of the Reappointment of at-large members Lara Dudek and Matthew Ordway, and the Appointment of Hays Trinity Groundwater Conservation District representative Barney Austin, to the Utility Commission for terms ending June 30, 2025. Sponsor: Mayor Bill Foulds, Jr.**
- 3. Approval of Job Descriptions for City Administrator, Deputy City Administrator I, Park Maintenance Worker, and Intermittent Programs and Event Support Specialist. Sponsor: Mayor Bill Foulds, Jr.**
- 4. Approval of a Donation Agreement between the City of Dripping Springs and Wild Birds Unlimited regarding the donation of birdseed and sponsorship signage to be placed at each bird blind. Sponsor: Council Member Wade King.**
- 5. Approval of the August 2024 Treasurer's Report.**

BUSINESS AGENDA

- 6. Public hearing and consideration of approval of VAR2023-0006: an application for a Waiver to allow an accessory dwelling unit in front of the primary dwelling at 264 Charro Vista Drive. Applicant: Christian Bourguignon.**
 - a. Applicant Presentation
 - b. Staff Report
 - c. Public Hearing
 - d. ADU Waiver
- 7. Public hearing and consideration of approval of an Ordinance amending Chapter 16: Public Ways and Places, Article 16.02: Parks and Recreation, in the City of Dripping Springs Code of Ordinances, to adopt regulations for the Dorian Zev Kweller Memorial Skatepark.**
 - a. Staff Report
 - b. Public Hearing
 - c. Ordinance
- 8. Discuss and consider approval of the installation of Rules signage at the Dorian Zev Kweller Memorial Skatepark.**

- 9. Public hearing and consideration of approval of an Ordinance amending Chapter 2 Administration and Personnel, Article 2.04: Boards, Commissions and Committees, Division 5. Dripping Springs Ranch Park Board of Directors, as it relates to membership. Sponsor: Council Member Sherrie Parks**
 - a. Staff Report
 - b. Public Hearing
 - c. Ordinance

- 10. Discuss and consider the Appointment of Sean Casey to the Dripping Springs Ranch Park Board of Directors for a term ending September 30, 2025. Sponsor: Council Member Sherrie Parks**

- 11. Public hearing and consideration of approval of a Resolution designating the Official Newspaper for the City of Dripping Springs for Fiscal Year 2023-2024.**
 - a. Staff Report
 - b. Public Hearing
 - c. Resolution

- 12. Public hearing and consideration of approval of an Ordinance Amending Chapter 2 Administration and Personnel, Article 2.03 Records, Division 2 Public Information Policy; and approval of the City’s Public Information Act Policy.**
 - a. Staff Report
 - b. Public Hearing
 - c. Public Information Act Policy
 - d. Ordinance

- 13. Discuss and consider approval of the appointment of Shawn Cox to the Deputy City Administrator II position. Sponsor: Mayor Bill Foulds, Jr.**

EXECUTIVE SESSION AGENDA

The City Council for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The City Council for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.

- 14. Consultation with Attorney regarding legal issues related to the South Regional Water Reclamation Project, Wastewater, and Amendment 2 Permits, Wastewater Service Area and Agreements, Water Service, Wastewater Fees, and related items. Consultation with Attorney, 551.071**

- 15. Consultation with Attorney related to building inspection services. Consultation with Attorney, 551.071**

16. **Consultation with Attorney and Deliberation of Real Property regarding legal and real estate issues related to potential facility sites and street extensions and expansions.** *Consultation with Attorney, 551.071; Deliberation Regarding Real Property, 551.072*

17. **Consultation with City Attorney related to potential disannexation of certain areas in the Extraterritorial Jurisdiction.** *Consultation with City Attorney, 551.071*

UPCOMING MEETINGS

City Council & Board of Adjustment Meetings

November 7, 2023, at 6:00 p.m. (CC & BOA)
November 21, 2023, at 6:00 p.m. (CC)
December 5, 2023, at 6:00 p.m. (CC & BOA)
December 19, 2023, at 6:00 p.m. (CC)

Board, Commission & Committee Meetings

October 19, 2023, Farmers Market Committee at 1:00 a.m.
October 19, 2023, Emergency Management Commission at 12:00 p.m.
October 23, 2023, Transportation Committee at 3:30 p.m.
October 23, 2023, Founders Day Commission at 6:30 p.m.
October 24, 2023, Planning & Zoning Commission at 6:00 p.m.
October 25, 2023, Economic Development Committee at 4:00 p.m.
November 1, 2023, DSRP Board at 11:00 a.m.
November 2, 2023, Historic Preservation Commission at 4:00 p.m.
November 3, 2023, Parks & Recreation Commission at 6:00 p.m.

ADJOURN

TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION & POSTING OF MEETING

All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This notice of meeting is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes. Annotated. In addition, the City Council may consider a vote to excuse the absence of any City Council Member for absence from this meeting.

*I certify that this notice of meeting was posted at the City of Dripping Springs City Hall and website, www.cityofdrippingsprings.com, on **October 13, 2023, at 3:15 p.m.***

City Secretary

This facility is wheelchair accessible. Accessible parking spaces are available. Request for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.



CITY COUNCIL REGULAR MEETING
City of Dripping Springs
Council Chambers, 511 Mercer St, Dripping Springs, TX
Tuesday, October 03, 2023 at 6:00 PM

MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of the City Council present, Mayor Foulds, Jr. called the meeting to order at 6:01 p.m.

City Council Members present were:

Mayor Bill Foulds, Jr.
 Mayor Pro Tem Taline Manassian
 Council Member Place 2 Wade King
 Council Member Place 3 Geoffrey Tahuahua (arrived at 6:20 p.m.)
 Council Member Place 4 Travis Crow
 Council Member Place 5 Sherrie Parks

Staff, Consultants & Appointed/Elected Officials present were:

City Administrator Michelle Fischer
 Deputy City Administrator Ginger Faught
 Interim Deputy City Administrator/City Treasurer Shawn Cox
 City Attorney Laura Mueller
 City Secretary Andrea Cunningham
 IT Director Jason Weinstock
 Building Official Shane Pevehouse
 Content Marketing Specialists Stephanie Hartnett

PLEDGE OF ALLEGIANCE

Council Member Crow led the Pledge of Allegiance to the Flag.

PRESENTATION OF CITIZENS

A member of the public who desires to address the City Council regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the City Council's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the City Council. It is the request of the City Council that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may

request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.

No one spoke during Presentation of Citizens.

PROCLAMATIONS & PRESENTATIONS

- 1. Proclamation proclaiming October 1 - October 8, 2023 as "National 4-H Week" in the City of Dripping Springs. Sponsor: Council Member Sherrie Parks**

Council Member Parks read the proclamation and presented it to Dripping Springs 4-H President Sienna Gonzurick and 4-H Members Everly Shumway, Quincy Raines, Cybil Shumway, and Britton Shumway.

- 2. Proclamation proclaiming the month of October 2023 as "National Domestic Violence Awareness Month" in the City of Dripping Springs, Texas. Sponsor" Mayor Bill Foulds, Jr.**

Mayor Pro Tem Manassian read the proclamation and presented it to Hays-Caldwell Women's Center Chief Executive Officer Melissa Rodriguez and Board Member Amy Casner.

- 3. Proclamation proclaiming October 5, 2023, as "World Teachers' Day" in the City of Dripping Springs, Texas. Sponsor: Mayor Bill Foulds, Jr.**

Council Member Parks read the proclamation and presented it to Dripping Springs ISD Director of Student Support Services Dr. Kristin Ray.

Mayor Foulds, Jr. presented an additional Proclamation proclaiming October 3, 2023, as "Michelle Fischer Day" in recognition of her 25 years of service to the City of Dripping Springs. Ginger Faught read and presented the proclamation.

CONSENT AGENDA

The following items are anticipated to require little or no individualized discussion due to their nature being clerical, ministerial, mundane or routine. In an effort to enhance the efficiency of City Council meetings, it is intended that these items will be acted upon by the City Council with a single motion because no public hearing or determination is necessary. However, a City Council Member or citizen may request separate deliberation for a specific item, in which event those items will be removed from the consent agenda prior to the City Council voting on the consent agenda as a collective, singular item. Prior to voting on the consent agenda, the City Council may add additional items that are listed elsewhere on the same agenda.

- 4. Approval of the September 19, 2023, City Council workshop and regular meeting minutes.**
- 5. Approval of the September 25, 2023, City Council special meeting minutes.**
- 6. Approval of the 2024 City Council & Board of Adjustment meeting calendar.**

7. **Approval of a Resolution declaring Nonbusiness Days for the purposes of the Public Information Act.**

Filed as Resolution No. 2023-R32

8. **Approval of a Resolution approving and accepting a Construction (Subdivision) Bond for Cannon Ranch Phase 1 Public Improvements. Applicant: Ashton Austin Residential**

Filed as Resolution No. 2023-R33

A motion was made by Mayor Pro Tem Manassian to approve Consent Agenda Items 4 – 8, with correction to Item 4 regarding attendance for the September 19, 2023, minutes to read that Council Member Tahuahua was absent and Mayor Pro Tem Manassian was present. Council Member Crow seconded the motion which carried unanimously 4 to 0.

BUSINESS AGENDA

9. **Discuss and consider approval of a Resolution Amending the City of Dripping Springs Personnel Manual. Sponsor: Mayor Bill Foulds, Jr.**

Laura Mueller presented the staff report which is on file. Staff recommends approval; if further review is needed, staff recommends postponement to a date certain.

A motion was made by Mayor Pro Tem Manassian to postpone the item to the November 7, 2023, City Council regular meeting. Council Member Parks seconded the motion which carried unanimously 4 to 0.

Council Member Tahuahua arrived.

10. **Discuss and consider the Appointment of two (2) individuals to the Dripping Springs Ranch Park Board of Directors for terms ending September 30, 2025.**

Andrea Cunningham presented the staff report which is on file. Staff recommends the reappointment of Pam Owens and Mike Carroll.

A motion was made by Council Member Parks to reappoint Pam Owens and Mike Carroll to the Dripping Springs Ranch Park Board of Directors for terms ending September 30, 2025. Mayor Pro Tem Manassian seconded the motion which carried unanimously 5 to 0.

REPORTS

Reports of Staff, Boards, Commissions, Committees, Boards and Agencies. All reports are on file and available for review upon request. The City Council may provide staff direction; however, no action may be taken.

Report is on file and available for review upon request.

11. **Planning Department Report**

A motion was made by Mayor Pro Tem Manassian to adjourn into Executive Session under Texas Government Code Sections 551.071, Consultation with City Attorney and 551.072, Deliberation of Real Property and regarding Executive Session Agenda Items 13 – 15. Council Member Tahuahua seconded the motion which carried unanimously 5 to 0.

EXECUTIVE SESSION AGENDA

The City Council for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The City Council for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.

- 12. Consultation with Attorney related to legal issues regarding personnel policy changes.** *Consultation with Attorney, 551.071*
- 13. Consultation with Attorney regarding legal issues related to the South Regional Water Reclamation Project, Wastewater, and Amendment 2 Permits, Wastewater Service Area and Agreements, Water Service, Wastewater Fees, and related items.** *Consultation with Attorney, 551.071*
- 14. Consultation with Attorney related to building inspection services.** *Consultation with Attorney, 551.071*
- 15. Consultation with Attorney and Deliberation of Real Property regarding legal and real estate issues related to potential facility sites and street extensions and expansions.** *Consultation with Attorney, 551.071; Deliberation Regarding Real Property, 551.072*

The City Council met in Executive Session from 6:34 – 7:26 p.m.

Council Member Crow recused from Executive Session Item 15 and exited the chambers.

No action or vote was taken in Executive Session. Council Member Crow recused from Executive Session Item 15 and exited the chambers. Mayor Foulds, Jr. returned the meeting to Open Session at 7:26 p.m.

OPEN SESSION

A motion was made by Mayor Pro Tem Manassian to consider Executive Session Items 14 and 15 in Open Session. Council Member King seconded the motion which carried unanimously 5 to 0.

- 14. Consultation with Attorney related to building inspection services.** *Consultation with Attorney, 551.071*

A motion was made by Mayor Pro Tem Manassian to direct staff and the City Attorney to pursue appropriate remedies related to building inspection services. Council Member Tahuahua seconded the motion which carried unanimously 5 to 0.

Council Member recused from Item 15 and stepped off the dais.

- 15. Consultation with Attorney and Deliberation of Real Property regarding legal and real estate issues related to potential facility sites and street extensions and expansions.** *Consultation with Attorney, 551.071; Deliberation Regarding Real Property, 551.072*

A motion was made by Mayor Pro Tem Manassian to approve the real estate contracts as presented subject to finalizing personal property to convey. Council Member Parks seconded the motion which carried 4 to 0 to 1, with Council Member Crow recused.

UPCOMING MEETINGS

City Council & Board of Adjustment Meetings

October 17, 2023, at 6:00 p.m. (CC)

November 7, 2023, at 6:00 p.m. (CC & BOA)

November 21, 2023, at 6:00 p.m. (CC)

Board, Commission & Committee Meetings

October 4, 2023, DSRP Board at 11:00 a.m.

October 5, 2023, Historic Preservation Commission at 4:00 p.m.

October 10, 2023, Planning & Zoning Commission at 6:00 p.m.

October 11, 2023, Utility Commission at 4:00 p.m.

October 16, 2023, TIRZ No. 1 & No. 2 Board at 4:00 p.m.

ADJOURN

A motion was made by Mayor Pro Tem Manassian to adjourn the meeting. Council Member King seconded the motion which carried unanimously 5 to 0.

This regular meeting adjourned at 7:28 p.m.

APPROVED ON: October 17, 2023

Bill Foulds, Jr., Mayor

ATTEST:

Andrea Cunningham, City Secretary



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: October 17, 2023

Agenda Item Wording: **Approval of the Reappointment of at-large members Lara Dudek and Matthew Ordway, and the Appointment of Hays Trinity Groundwater Conservation District representative Barney Austin, to the Utility Commission for terms ending June 30, 2025. Sponsor: Mayor Bill Foulds, Jr.**

Agenda Item Requestor: Aaron Reed, Public Works Director

Summary/Background: **Member Responsibilities**
Section 2.04.282

This division provides standards for the formation, function, and responsibilities of a commission tasked with representing various citizen groups and their interests as part of the city council's greater discussion of transportation, planning, and improvements. The commission is formed to:

- (1) Assist the city in its wastewater plant operations and reuse plans, including expansion.
- (2) Assist the city in achieving its goal of 100 percent beneficial reuse.
- (3) Assist the city in achieving its goal of not discharging effluent at any time.
- (4) Assist the city with procedures and policies related to retail water services provided by the city.

Member Selection
Section 2.04.284 (c)

This division provides standards for the formation, function, and responsibilities of a commission tasked with representing various citizen groups and their interests as part of the city council's greater discussion of transportation, planning, and improvements. The commission is formed to:

- (1) Assist the city in its wastewater plant operations and reuse plans, including expansion.
- (2) Assist the city in achieving its goal of 100 percent beneficial reuse.
- (3) Assist the city in achieving its goal of not discharging effluent at any time.
- (4) Assist the city with procedures and policies related to retail water services provided by the city.

Membership Requirements

Resident of City or ETJ, at least two members must be city residents.

Officer Appointments

The City Council shall appoint the chair and the commission selects the vice chair.

Membership

The Commission shall consist of 5 members with 2 of those members selected from recommendations provided by the Hays Trinity Groundwater Conservation District.

Current Membership

Member	Term	Seat Description
Charlie Busbey, Chair	06/30/24	At-Large
Matthew Ordway	06/30/23	At-Large
Lara Dudek	06/30/23	At-Large
Roger Kew	06/30/23	HTGCD
Mark Miller	06/30/24	HTGCD

Vacancies & Appointments

There are three (3) expired seats- 1 HTGCD Representative and 2 At-Large.

I received requests for reappointment from Lara and Matthew. HTGCD General Manager has submitted Barney Austin for their representative. Also received were applications from Zach West and Like Caraway.

Mayor Foulds, Aaron Reed, and Charlie Busbey interviewed the HTGCD Thursday, September 28th.

Recommended Council Actions:

Staff recommends the reappointment of Matthew Ordway and Lara Dudek and the appointment of Barney Austin for terms ending June 30, 2025.

Attachments:

- 1. HTGCD Recommendation
- 2. Request for Reappointment & Received Applications

Next Steps/Schedule:

- 1. Inform applicants of Council decision
- 2. Update roster and website
- 3. Email commission on appointments



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Michelle Fischer, City Administrator

Council Meeting Date: October 17, 2023

Agenda Item Wording: **Approval of Job Descriptions for City Administrator, Deputy City Administrator I, Park Maintenance Worker, and Intermittent Programs and Event Support Specialist.** *Sponsor: Mayor Bill Foulds, Jr.*

Agenda Item Requestor: Michelle Fischer, City Administrator

Summary/Background: The City Council recently approved the Deputy City Administrator II job description. The City Administrator and Deputy City Administrator draft job descriptions have been revised to reflect the creation of the Deputy City Administrator II job description and the Deputy City Administrator is proposed to be renamed Deputy City Administrator I.

Six Park Maintenance Workers were approved in the FY 2024 budget. The four current DSRP Maintenance Worker positions will become Park Maintenance Workers after the Park Maintenance Manager is hired and two additional Park Maintenance Workers are scheduled to be hired in late February or early March. The Park Maintenance Worker provides overall maintenance to all park properties, facilities and structures, and other duties as assigned; performs a wide variety of semi-skilled tasks involving the maintenance and repair of park and recreation facilities and equipment.

The Intermittent Programs and Event Support Specialist serves as program and event support for Parks and Community Services' Programs, City-Wide Special Events, City Co-Sponsored Events, other Events, and Micro Events and other programs as assigned. This position will be offered to city camp and pool staff that want to work at events/programs year round. Others may also apply for this position. This position involves coordinating and facilitating activities, ensuring the safety and well-being of participants, and assisting in the operations of various events hosted by the city. The costs associated with these positions are included in the Parks & Community Services event/program budgets. If an event/program requires these positions be utilized, but it was not budgeted, its budget will be adjusted accordingly.

Commission Recommendations: N/A

Recommended Council Actions: Approve the Job Descriptions for City Administrator, Deputy City Administrator I, Park Maintenance Worker, and Intermittent Programs and Event Support Specialist.

Attachments: Draft job descriptions.

Next Steps/Schedule: Finalize the job descriptions; post and hire the Park Maintenance Worker position when scheduled.



DRIPPING SPRINGS
Texas

CITY ADMINISTRATOR FULL-TIME EXEMPT

A. GENERAL PURPOSE

Under the general supervision of the Mayor and City Council, this position is the chief administrative officer of the City, and responsible for planning, organizing, directing, and coordinating all municipal activities and services as the chief administrative officer of the City. This includes but is not limited to providing input in strategic planning, working with departments and managers to set goals, collaborating with colleagues to implement policies and develop improvements, oversee resource allocation and budgeting. The City Administrator is responsible for the proper administration of all affairs of the City as directed by the Mayor and City Council.

B. ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Plans, organizes, and coordinates the organization of City Administration, City Staff, and City Departments to ensure a coordinated and efficient effort to meet the policies, goals and objectives established by the Mayor, City Council, Commissions, and various Committees.
2. Directs personnel matters as provided in the Personnel Manual.
3. Manages and supervises assigned operations to achieve goals within available resources; plans and organizes daily workloads and staff assignments; reviews progress and directs changes as needed.
4. Assists in the development of short and long range plans; gathers, interprets, and prepares data for studies, reports, and recommendations; coordinates activities with other employees and agencies as needed.

5. Works with the Deputy City Administrators in the planning, directing, management, and review of the activities and operations of the City, providing them direction, guidance, and feedback on their areas of oversight.

6. Oversees Administration, Finance, City Secretary, Legal, Municipal Court, Emergency Management, Information Technology, People & Communications & Marketing, and Parks & Community Services Departments.

7. Assists in carrying out Comprehensive Plan.

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87. Assists City Treasurer/Finance ~~Director~~Officer in preparation of the annual budget and budget amendments including obtaining budget input and recommendations from Commissions, Committees, and Boards.
98. Explains, interprets, and provides guidance regarding applicable codes related to lighting and sign ordinance to architects, engineers, contractors, developers, owners, and other interested parties in coordination with the Building Official and Planning Development Department.
109. Reviews current trends and developments and assists in preparing revisions to City ordinances and local regulations.
110. Performs research on ordinances as assigned in order to evaluate and recommend improvements to ordinances.
121. Makes recommendations and carries out the City's Legislative Program as director.
132. Resolves complex and sensitive customer service issues, either personally, by telephone or in writing. Maintains records and documents of customer service issues and resolutions.
143. Attends City Council, Commission, Committee, and Board meetings as needed, including those held outside normal business hours.
154. Works with the City Secretary to prepare agendas, review meeting minutes, and prepare resolutions and ordinances for the Council to consider.
165. Serves as support staff for the Office of the Mayor and City Council.
176. Coordinates and oversees the work of consultants hired by the Council as relates to areas of oversight.
187. Represents the City with other governmental agencies and officials.
198. Monitors the performance of departments and recommends corrective action where necessary.
2019. Prepares reports and other information for submission to the Council, Commissions, Boards, and Committees. Administers and coordinates grants applied for and received by the City.
210. Performs duties and responsibilities of the Deputy City Administrators in their ~~Deputy Administrator's~~ absence.
2217. Performs all other duties as assigned.

C. EDUCATION, EXPERIENCE, AND CERTIFICATIONS

1. Requires a High School Diploma and a degree from an accredited four-year college or university or have five (5) years of progressively responsible municipal work or any

equivalent combination of education and experience.

2. Possesses considerable knowledge of modern governmental accounting principles and practices, public administration, and personnel management.
3. Ability to establish and maintain effective working relationships with employees, City officials, media, and general public.
4. Ability to communicate effectively orally and in writing.
5. Ability to handle confidential and sensitive information while maintaining confidentiality.
6. Valid Texas Driver's License and good driving record (required).

D. TOOLS AND EQUIPMENT USED

Personal computer, including Microsoft Office; email; phone; printer; copy machine; and general office equipment.

E. SPECIAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. While performing the duties of this job, the employee is frequently required to sit, talk, hear, use hands; and reach with hands and arms.
2. The employee is occasionally required to move around city hall and various locations throughout the City and nearby areas.
3. The employee must occasionally carry, lift, hold, push and/or pull up to 50 pounds office supplies, files, equipment, and furniture.

F. WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. While performing the duties of this job, the employee regularly works inside an office.
2. The noise level in the office work environment is usually mild.

G. WORK HOURS

This is a full-time position. Core work hours are between 8:00 am and 5:00 pm including one unpaid hour for lunch, Monday through Friday except holidays. Attendance at evening meetings and/or weekend events is required. This position is a full-time exempt and eligible for compensatory time off as described in the “CITY OF DRIPPING SPRINGS PERSONNEL MANUAL”.

H. SALARY

Salary is commensurate with the position. Pay days will be the days as listed in the current CITY OF DRIPPING SPRINGS PERSONNEL MANUAL.

I. BENEFITS

Benefits shall be in accordance with those outlined in the CITY OF DRIPPING SPRINGS PERSONNEL MANUAL, as may be modified by the employee’s offer letter, written agreement, and subsequent revisions to the Manual.

J. EQUAL OPPORTUNITY EMPLOYER

The City’s employment decisions are made without regard to race, color, religion, sex, age, national origin, sexual orientation, handicap, or marital status. Discrimination or harassment against any person in recruitment, examination, appointment, training, promotion, discipline, or any other aspect of personnel administration because of political or religious opinions or affiliations, membership or non-membership in employee organizations, or because of race, color, national origin, age, disability, veteran status, sex, or marital status is prohibited. If you would like to arrange for accommodations, we encourage you to contact the City Administrator at (512) 858-4725.

***Please note:** This Job Description is not a contract and shall not be construed to alter an employee’s at-will relationship. The terms and conditions of any employee’s position with the City may be altered by the City Council at any time. To the extent reasonably possible, this Job Description, the Personnel Manual, and the employee’s Offer Letter and/or Employment Agreement shall be read together in harmony. If there are conflicts between this Job Description, the Personnel Manual, and the employee’s Offer Letter and/or Employment Agreement, the most specific term or condition of employment shall govern.*



DEPUTY CITY ADMINISTRATOR (I) **FULL-TIME EXEMPT**

A. GENERAL PURPOSE

Under the general supervision of the City Administrator and Mayor, provides a variety of routine and complex administrative, financial, code compliance, and technical work in the administration of municipal government.

B. ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Manages and supervises assigned operations to achieve goals within available resources; plans and organizes daily workloads and staff assignments; reviews progress, and directs changes as needed.
2. Assists in the development of short and long range plans; gathers, interprets, and prepares data for studies, reports, and recommendations; coordinates activities with other employees and agencies as needed.
3. Oversees City's utility services in coordination with the Public Works Director.
4. ~~Liaison with Solid Waste Provider, Pedernales Electric Cooperative, right-of-way franchise users including cable, telecommunications, and natural gas.~~
45. Oversees City's Public Works, Building, and ~~Planning~~Development Departments.
56. Assists in carrying out Comprehensive Plan.
67. Assists in budget preparation and execution.
78. Assists in management the Code Enforcement Department.
89. Explains, interprets, and provides guidance regarding applicable codes to architects, engineers, contractors, developers, owners and other interested parties; Answers questions regarding codes and requirements.
940. Reviews current trends and developments and assists in preparing revisions to City ordinances and local regulations.

- 104. Performs research on ordinances as assigned in order to evaluate and recommend improvements to ordinances.
- 112. Responds to complex and sensitive development issues. Resolves complex and sensitive customer service issues, either personally, by telephone or in writing. Maintains records and documents of customer service issues and resolutions.
- 123. Attends City Council, Commission, Committee, and Board meetings as needed, including those held outside normal business hours.
- 134. Coordinates and oversees the work of consultants hired by the Council as relates to areas of oversight.
- 145. Serves as support staff for the Office of the Mayor and City Council.
- 15. Ensures cooperative working environment and responds to employee grievances.
- 16. Performs duties and responsibilities of the City Administrator and Deputy City Administrator (II) in the their Administrator's absence.
- 17. Performs all other duties as assigned.

C. EDUCATION, EXPERIENCE, AND CERTIFICATIONS

- 1. Requires a High School Diploma and a degree from an accredited four-year college or university or have five (5) years of progressively responsible municipal work or any equivalent combination of education and experience.
- 2. Possesses considerable knowledge of modern governmental accounting principles and practices, and public administration.
- 3. Ability to establish and maintain effective working relationships with employees, City officials, media, and general public.
- 4. Ability to communicate effectively orally and in writing.
- 5. Ability to handle confidential and sensitive information while maintaining confidentiality.
- 6. Valid Texas Driver's License and good driving record (required).

D. TOOLS AND EQUIPMENT USED

Personal computer, including Microsoft Office; email; phone; printer; copy machine; and general office equipment.

E. SPECIAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. While performing the duties of this job, the employee is frequently required to sit, talk, hear, use hands; and reach with hands and arms.
2. The employee is occasionally required to move around city hall and various locations throughout the City and nearby areas.
3. The employee must occasionally carry, lift, hold, push and/or pull up to 50 pounds office supplies, files, equipment, and furniture.

F. WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. While performing the duties of this job, the employee regularly works inside an office.
2. The noise level in the office work environment is usually mild.

G. WORK HOURS

This is a full-time position. Core work hours are between 8:00 am and 5:00 pm including one unpaid hour for lunch, Monday through Friday except holidays. Attendance at evening meetings and/or weekend events is required. This position is a full-time exempt and eligible for compensatory time off as described in the “CITY OF DRIPPING SPRINGS PERSONNEL MANUAL”.

H. SALARY

Salary is commensurate with the position. Pay days will be the days as listed in the current CITY OF DRIPPING SPRINGS PERSONNEL MANUAL.

I. BENEFITS

Benefits shall be in accordance with those outlined in the CITY OF DRIPPING SPRINGS PERSONNEL MANUAL, as may be modified by the employee’s offer letter, written agreement, and subsequent revisions to the Manual.

A. EQUAL OPPORTUNITY EMPLOYER

The City’s employment decisions are made without regard to race, color, religion, sex, age, national origin, sexual orientation, handicap, or marital status. Discrimination or harassment

against any person in recruitment, examination, appointment, training, promotion, discipline, or any other aspect of personnel administration because of political or religious opinions or affiliations, membership or non-membership in employee organizations, or because of race, color, national origin, age, disability, veteran status, sex, or marital status is prohibited. If you would like to arrange for accommodations, we encourage you to contact the City Administrator at (512) 858-4725.

***Please note:** This Job Description is not a contract and shall not be construed to alter an employee's at-will relationship. The terms and conditions of any employee's position with the City may be altered by the City Council at any time. To the extent reasonably possible, this Job Description, the Personnel Manual, and the employee's Offer Letter and/or Employment Agreement shall be read together in harmony. If there are conflicts between this Job Description, the Personnel Manual, and the employee's Offer Letter and/or Employment Agreement, the most specific term or condition of employment shall govern.*



PARK MAINTENANCE WORKER FULL-TIME NON-EXEMPT

A. GENERAL PURPOSE

The Park Maintenance Worker Provides overall maintenance to all park properties, facilities and structures, and other duties as assigned; performs a wide variety of semi-skilled tasks involving the maintenance and repair of park and recreation facilities and equipment.

B. ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Maintains all parks and recreation facilities, equipment, amenities, and grounds.
2. Provides security including ensuring operational integrity of locks, doors, gates, and other security devices in park and recreation facilities.
3. Performs minor electrical, plumbing, carpentry, concrete work, painting, and landscaping.
4. Assists in performing tree-care maintenance in parks, open spaces, along trails, and in other City properties as needed.
5. Collects and disposes of litter and debris.
6. Cleans restrooms, common areas, and seating areas, within park and recreation facilities as needed.
7. Assists in performing turf maintenance in and around streets, parks, trails, and facilities.
8. Responds to emergency calls during and after regular work hours.
9. Assists in Founders Day Festival, Christmas on Mercer Street, Farmers Market, and other community event preparation and activities as needed.
10. Works in conjunction with Dripping Springs Youth Sports Association, and other parties regarding maintenance of leased/joint use facilities.

11. Maintains availability while on duty to assist event holders, park users, and facility users.
12. Cleans and maintains city swimming pool and pool related facilities.
13. Fulfills daily maintenance call requests/requirements from City staff.
14. Works independently and productively.
15. Exhibits a professional demeanor and positive communication skills.
16. Reports all issues and concerns to Park Maintenance Manager and Parks & Community Services Director as needed.
17. Works cooperatively with the Public Works Maintenance staff including participating in required training.
18. Other duties as assigned by Park Maintenance Manager.

C. SUPERVISION

Works under the general direction of the Park Maintenance Manager.

D. EDUCATION, EXPERIENCE, AND CERTIFICATIONS

1. Requires a High School Diploma or equivalent.
2. Must possess a valid Class C Texas Driver's License, clean driving record and working vehicle.
3. Standard First Aid and C.P.R. certifications desirable but not required.
4. Must possess a strong background in maintenance, carpentry, and grounds maintenance.
5. Preference will be given to applicants with park maintenance experience and to applicants familiar with front-end loader with box blade/arena drag, mowing equipment, string trimmer, etc.
6. Ability to establish and maintain effective working relationships with employees, City officials, and the public.
7. Ability to communicate effectively verbally and in writing.
8. Ability to handle confidential and sensitive information while maintaining confidentiality.

E. TOOLS AND EQUIPMENT USED

Heavy equipment, including but not limited to, front-end loader with box blade/arena drag,
 Job Description
 Park Maintenance Worker

and tractor, general maintenance equipment, phone, calculator, computer, printer and related software.

F. SPECIAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. Work is performed in indoor and outdoor settings. Considerable outdoor work is required in the maintenance of all community parks, Ranch Park and Event Center. Must be able to work outside in all weather conditions and be able to lift a minimum of 50 pounds.
2. While performing the duties of this job, the employee is regularly required to move around the facility to perform functions and assist visitors; communicate effectively; and operate objects, tools, or controls. The employee is often required to climb or balance; stoop, kneel, crouch, or crawl.
3. Must be able to distinguish colors when working with equipment, electrical panels, etc.; must be able to operate assigned vehicle or equipment.

G. WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. While performing the duties of this job, the employee regularly works in outside weather conditions. Indoor and outdoor environments; exposure to extremes in weather condition; exposure to vibrations and noise; work around animals of various sizes and temperaments; work on slippery or uneven surfaces; work with electricity; work with and around heavy machinery, work in or near vehicle traffic; exposure to dust and fumes from motorized equipment; possible exposure to toxic chemicals.
2. The noise level in the work environment is usually moderate to loud.

H. WORK HOURS

This is a full-time, non-exempt position. Forty (40) hours per week. Core work hours will be set by the Park Maintenance Manager. This position includes weekend hours, evening and night hours, and holiday hours as assigned year-round and shares the responsibility for staffing the Event Center during these hours with the park and Event Center staff. This position is non-exempt and eligible for overtime pursuant to the CITY OF DRIPPING SPRINGS PERSONNEL MANUAL. the needs of the City, and if the employee works more than forty (40) hours in a seven (7) day work period, and at the direction of the Park Maintenance Manager. Any overtime hours performed must be preapproved by the Park Maintenance Manager.

I. SALARY

Pay range is XX to X hourly. Salary is commensurate with the position. Pay days are those outlined in the CITY OF DRIPPING SPRINGS PERSONNEL MANUAL.

I. BENEFITS

Benefits shall be in accordance with those outlined in the CITY OF DRIPPING SPRINGS PERSONNEL MANUAL, as may be modified by the employee's offer letter and subsequent revisions to the Manual.

J. EQUAL OPPORTUNITY EMPLOYER

The City's employment decisions are made without regard to race, color, religion, sex, age, national origin, sexual orientation, handicap, or marital status. Discrimination or harassment against any person in recruitment, examination, appointment, training, promotion, discipline, or any other aspect of personnel administration because of political or religious opinions or affiliations, membership or non-membership in employee organizations, or because of race, color, national origin, age, disability, veteran status, sex, or marital status is prohibited. If you would like to arrange for accommodations, we encourage you to contact Assistant City Administrator at (512) 858-4725.

Please note: This Job Description is not a contract and shall not be construed to alter an employee's at-will relationship. The terms and conditions of any employee's position with the City may be altered by the City Council at any time. To the extent reasonably possible, this Job Description, the Personnel Manual, and the employee's Offer Letter shall be read together in harmony. If there are conflicts between this Position Description, the Personnel Manual, and the employee's Offer Letter, the most specific term or condition of employment shall govern.

TITLE: Intermittent Programs and Event Support Specialist
REPORTS TO: Dripping Springs Ranch Park Assistant Manager, Dripping Springs Ranch Park Program Specialist, or Community Events Coordinator
STATUS: Part-Time, Non-Exempt
SALARY: Starts at \$15/hour

GENERAL PURPOSE

The Intermittent Programs and Event Support Specialist plays a vital role in facilitating engaging and educational experiences for young participants in our organization's programs, with a strong focus in youth programs, while also providing valuable assistance in event execution and support. This multifaceted position involves coordinating and facilitating activities, ensuring the safety and well-being of participants, and assisting in the operations of various events hosted by our organization.

SUPERVISION RECEIVED

Works under the general direction of the Dripping Springs Ranch Park Assistant Manager, Dripping Springs Ranch Park Program Specialist, or the Community Events Coordinator, as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Serves as multi-faceted program and event support for Parks and Community Services' Programs, City-Wide Special Events, City Co-Sponsored Events, other Events, and Micro Events and other programs as assigned, attending all required associated meetings.
2. Assists their supervisor and additional staff in facilitating programs and events and acts as a lead, when needed, with confidence, kindness, creativity, and enthusiasm.
3. Tends to the health and safety of participants and guests.
4. Prepares and assists in set up, production, and breakdown of events and programs.
5. Builds and maintains working relationships with participants, employees, City officials, and the general public.
6. Communicates kindly and effectively with event or venue guests, participants, and campers.
7. Exercises sound judgement always.
8. Works effectively with little supervision in a fast-paced and highly energetic environment.
9. Provides a safe environment and renders first aid if the need arises and if trained accordingly.
10. Provides general facility daily maintenance assistance for the Event Center, including cleaning restrooms, common areas, and picking up and disposing of litter when necessary or required.
11. Maintains confidentiality.

12. Assists in the organization, coordination, and administrative duties related to Event Center special events.
13. Receives and delegates general complaints. Uses independent judgment in handling general complaints with a high standard of customer service as primary motivator.
14. Receives payments and follows correct payment processing, cash handling, and accounting procedures. Reconciling daily business transactions at the end of every day as needed.
15. Coordinates and implements park, recreation, and community programs and event's systems, policies, and procedures ensuring that programs and events are meeting and/or exceeding industry standards.
16. Performs other tasks and duties as assigned.

EDUCATION, EXPERIENCE, AND CERTIFICATIONS

Education: Some High School education or equivalent. No work experience necessary.

1. Ability to handle and maintain confidential and sensitive information while maintaining confidentiality.
2. Ability to work independently and exercise good judgment.
3. For special events and programs, standard First Aid and C.P.R. certifications desirable but not required. For Youth Programming, applicants must have a valid Adult/Pediatric CPR, First Aid, and AED certification prior to start date (certification class will be provided during training).
4. All staff are required to attend training pertinent to the position(s) they are filling.

TOOLS AND EQUIPMENT USED

General maintenance equipment, basic cleaning equipment, program supplies, athletic equipment, utility vehicles (if applicable), phone, calculator, city issued computer, printer, and related software. Employee shall be familiar with CivicRec or shall be willing to be trained upon employment. Must have a reliable form of transportation or possess a valid Class C Texas Driver's License, clean driving record and working vehicle.

SPECIAL REQUIREMENTS

1. Must have a valid state driver's license or other valid form of ID.
2. Preferred minimum age of 15 years old. Must be 16 years old for cash handling positions.
3. While performing the duties of this job, the employee is frequently required to sit, stand, communicate, use hands, and reach with hands and arms.
4. The employee must occasionally carry, lift, hold, push and/or pull up to 25 pounds of supplies or equipment.
5. Must be available for paid training for Programs and/or Special Events.
6. Must enjoy working with all ages in an outdoor environment.

7. Must have reliable transportation.

WORK ENVIRONMENT

This position is performed in an indoor and outdoor environment in all weather conditions. Employee must have the mobility to move to and from various points within the city. Employee must be able to speak, read, and write proficiently in English with guests, customers, staff, and city residents. Staff must be comfortable with being hot and in the outdoors. Our camps involve hikes daily over uneven terrain. This position may be required to perform other department related duties.

WORK HOURS

This is a part-time, non-exempt, temporary position. Core work hours will be set by the DSRP Assistant Manager, DSRP Program Specialist, or Community Events Coordinator. This position includes weekend hours, evening and night hours, and Holiday hours as assigned year-round and shares the responsibility for staffing programs and events. Any time off must be submitted and approved by the direct supervisor. This position is non-exempt and eligible for overtime pursuant to the needs of the City if the employee works more than forty (40) hours in a seven (7) day work period. Part-time staff are scheduled for up to 1000 hours per year. Any overtime hours performed must be preapproved by the direct supervisor .

SALARY

Pay starts at \$15.00 hourly. Salary is commensurate with the position. Pay days are every other Friday, or as otherwise determined by the “City of Dripping Springs Personnel Manual.”

BENEFITS

As a seasonal employee, the employee shall not be eligible for benefits. Benefits shall be in accordance with those outlined in the “City of Dripping Springs Personnel Manual,” as may be modified by the employee’s offer letter and subsequent revisions to the Manual.

EQUAL OPPORTUNITY EMPLOYER

The City’s employment decisions are made without regard to race, color, religion, sex, age, national origin, sexual orientation, handicap, or marital status. Discrimination or harassment against any person in recruitment, examination, appointment, training, promotion, discipline, or any other aspect of personnel administration because of political or religious opinions or affiliations, membership, or non-membership in employee organizations, or because of race, color, national origin, age, disability, veteran status, sex, or marital status is prohibited. If you would like to arrange for accommodations, we encourage you to contact City Administrator Michelle Fischer at (512) 858-4725.

TO APPLY

Please complete a City of Dripping Springs employment application and submit it to the DSRP Program Coordinator, Caylie Houchin by email to chouchin@cityofdrippingsprings.com, mailing to PO Box 384, Dripping Springs, TX 78620, or delivering to 511 Mercer Street, Dripping Springs, TX 78620.

Please note: This Position Description is not a contract and shall not be construed to alter an employee’s at-will relationship. The terms and conditions of any employee’s position with the City may be altered by the City Council at any time. To the extent reasonably possible, this Job Description, the Personnel Manual, and the employee’s Offer Letter shall be read together in harmony. If there are conflicts between this Position Description, the Personnel Manual, and the employee’s Offer Letter, the most specific term or condition of employment shall govern.



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrew Binz, Parks and Community Services Director

City Council Meeting Date: October 17, 2023

Agenda Item Wording: **Discuss and consider approval of a Donation Agreement between the City of Dripping Springs and Wild Birds Unlimited regarding sponsorship signage to be placed at each bird blind.**

Agenda Item Sponsor: Wade King

Summary/Background:

Wild Birds Unlimited has recently secured a sponsorship from Subaru Austin in the amount of \$5,000 to be used to supply birdseed at the bird blinds at Charro Ranch Park and Dripping Springs Ranch Park.

Wild Birds Unlimited has requested a sign be placed at each bird blind recognizing them and Subaru Austin.

Staff Approve the Wild Birds Unlimited Donation Agreement.

Recommendations:

Attachments: Wild Birds Unlimited Donation Form
Wild Birds Unlimited Agreement
Bird Blind Signage

Next Steps/Schedule: Execute the Wild Birds Unlimited Donation Agreement and put up the bird blind signage at Charro Ranch Park and Dripping Springs Ranch Park.

**DONATION AGREEMENT
BETWEEN THE CITY OF DRIPPING SPRINGS &
WILD BIRDS UNLIMITED OF DRIPPING SPRINGS**

This Agreement by and between the City of Dripping Springs, Texas, a Type A, general-law municipality incorporated pursuant to the laws of the State of Texas and located in Hays County, Texas, (the “City”) and **Wild Birds Unlimited of Dripping springs** providing for the requirements for and process of conveying and accepting donations to the City.

WHEREAS, the City is a general-law Type A municipality incorporated pursuant to the statutes of the State of Texas, and as such is authorized to accept donations for the benefit of the City; and

WHEREAS, the City is eligible under United States Internal Revenue Code Section 170(c)(1) to receive tax-deductible charitable contributions; and

WHEREAS, the City has express authority to contract with other persons pursuant to section 51.014 of the Texas Local Government Code; and

WHEREAS, the City of Dripping Springs encourages the donation of charitable contributions to the City for the benefit of the City and its residents; and

WHEREAS, the City Council finds that this Agreement will ensure complete implementation of a Donation; and

WHEREAS, the City Council finds that the following provisions are reasonable and necessary for the acceptance of donations.

NOW THEREFORE, for and in consideration of the mutual covenants and obligations hereinafter set forth, and for other good and valuable consideration the City and Donor herein bargain, covenant, and agree with one another as follows:

A. Purpose

This Agreement serves as a statement or exchange of promises between the City and Donor. It is enacted to provide clear responsibilities and duties for the conveyance of a Donation by Donor and acceptance of a Donation by the City. The Agreement will ensure that each Donation accepted by the City is in the best interest of the City and its citizens.

B. Definitions

- (1) **Agreement:** a statement or exchange of promises between the City and any Donor.
- (2) **City:** the City of Dripping Springs, an incorporated Type A, general-law municipality located in Hays County, Texas.
- (3) **City Administrator:** the chief administrative officer of the City, or the officer’s designee.

- (4) **Donation:** any monetary or nonmonetary gift, grant, devise or bequest to the City. A monetary donation includes cash or a check, money order or other negotiable instrument. A nonmonetary donation includes real or personal property.
- (5) **Donor:** a person who gives a gift through a trust or charitable contribution.
- (6) **In-Kind:** payment or Donation made in the form of goods or services, rather than cash.
- (7) **Labor:** physical or mental exertion or productive activity that satisfies a City need.
- (8) **Land:** real property (i.e., real estate), including any fixtures or improvements upon and all water / mineral rights (unless expressly excluded).
- (9) **Materials:** Goods or products that satisfy a City need.
- (10) **Person:** a human individual, sole proprietorship, partnership, corporation, nonprofit corporation, foundation or unincorporated association, agency.
- (11) **Project:** an endeavor or undertaking for which a Donation is proposed, which is reasonably anticipated to benefit: (a) the City as an organization; (b) the citizenry, including residents, voters, and guests; or (c) the community at-large.
- (12) **Tax Deduction:** An expense, such as a charitable contribution, that can be deducted from one's taxable income.

C. Accounting for Donation

The City will account for this Donation through a mechanism determined by the City.

D. Tax-Deductible Contributions

- (1) Only upon completion and submission of a Donation Form to the City will Donor be eligible to receive a Tax Deduction for the Donation of a charitable contribution.
- (2) If the Donor does not complete and submit a Donation Form to the City, sign this Agreement, and complete the Donation, the City will not release any documents certifying the Donations.
- (3) Nothing in this Agreement shall be interpreted of imposing responsibility or accountability upon the City for the accuracy of the estimated value of the Donation received, unless the City expressly agrees in writing to participate in the approximation of value through: (1) a public auction, (2) competitive bidding, (3) receipts provided (retail or wholesale) documenting the Donor's actual costs, or (4) a commonly utilized and clearly established methodology of determining fair market value.
- (4) The City is relieved from any and all responsibility and liability for estimating or calculating the value of the Donation received.

E. Donation Amount

By signing this Agreement Donor is acknowledging that:

- (1) The amount of the Donation is valued at \$5,000 for the purchase of bird seed and bird feeders for Charro Ranch Park Bird Blind and Ranch Park Bird Blind; and
- (2) The Donation does not unnecessarily burden the City or unreasonably encumber the funds contributed.

F. Donation Completion

- (1) By signing this Agreement Donor agrees to:
 - a. Fully complete the Donation.
 - b. Complete the Donation within the timeframe specified under the Term of this Agreement.

- c. Fund the cost of completing the Donation and refund the City any amount of funds it has lost or expended in expectation of timely compliance of the Donation if a project is not timely completed.
 - d. Provide documentation specifically listing all gifts that the Donation will include.
 - e. Relieve the City from any and all responsibility for estimating or calculating the value of the Donation received.
- (2) If the City has received the Donation Form and a signed copy of this Agreement, the City agrees to release any and all documents certifying the Donation upon completion of the Donation.

G. City Duties

- (1) The City shall allow a sign to be placed at each bird blind to recognize Wild Birds Unlimited, and their sponsor Subaru. Each sign shall be approximately 8” x 10”.
- (2) The City shall have approval of the final sign size and design. The signs shall include the City of Dripping Springs Parks Logo.
- (3) The signs shall be designed generally as shown in Attachment “A”.

H. Contact Information

- (1) Donor will at all times maintain the following points of contact:

Donor: Wild Birds Unlimited of Dripping Springs
 Phone: (512) 829-4782
 Facsimile: n/a
 Alternate Phone: n/a
 E-Mail: wbudstx@gmail.com
 Mailing Address: 333 E. Highway 290, Suite 405

- (2) The primary point of contact under this Agreement for the City shall be:

City Administrator: Michelle Fischer
 Phone: (512) 858-4725
 Facsimile: (512) 858-5646
 Alternate Phone:
 Email: mfischer@cityofdrippingsprings.com
 Mailing Address: PO Box 984
 Dripping Springs, Texas 78620-0384

I. Term

The term of this Agreement shall be for one (1) year unless otherwise agreed to in writing by both parties through an amendment to this Agreement.

J. Effective date

This agreement takes effect October 17, 2023 and upon receipt of donation acquisition funds.

K. Indemnification

DONOR AGREES TO INDEMNIFY AND HOLD THE CITY HARMLESS FROM ANY DAMAGES OCCURRING FROM THE ALLEGED NEGLIGENCE OF DONOR, HIS AGENTS, VOLUNTEERS, SERVANTS, AND EMPLOYEES.

L. Transferability

Except as may otherwise be expressly provided herein, the rights and obligations created by this Agreement may not be transferred or assigned to another party without the express written consent of the City and Donor.

M. Governing Law

The laws of the State of Texas shall govern any disputes or conflicts that arise under the terms of this Agreement. The venue for all legal actions involving this Agreement shall be Hays County.

N. Entire Agreement

This document represents the entirety of the agreement between the City and Donor. No oral or other written contracts outside of this Agreement shall have any affect unless they are approved in writing by both parties and made a part of this Agreement.

O. Other Documents

The City and Donor agree to execute such further documents, and to take such further acts, as may be necessary or required to carry out the terms of this Agreement.

P. Amendments

This Agreement may be amended only by an instrument in writing signed by the City and Donor.

Q. Severability

The provisions of this Agreement are severable, and if any provision or part of this Agreement or the application thereof to any person or circumstance shall ever be held by any agency or court of competent jurisdiction to be unenforceable, invalid, or unlawful for any reason, the remainder of this Agreement shall not be affected thereby.

R. Third Party

Except as herein specifically and expressly provided, the terms and provisions of this Agreement are for the sole benefit of the City and Donor, and no third party whatsoever is intended to benefit here from other than the signage for Subaru.

S. Authorization

The City represents and warrants to, and covenants with Donor that:

(1) The execution, delivery, and performance of this Agreement by the executing officer have been duly authorized. This Agreement has been duly and validly executed and delivered by the executing officer on behalf of the City, and constitutes a valid and binding obligation, enforceable against the City in accordance with its terms.

(2) No consent or approval of any third party, including, without limitation, any governmental authority, is required in connection with the execution, delivery, or performance of this Agreement. The execution and delivery of this Agreement, and the performance of the obligations and consummation of the transactions contemplated herein do not and will not conflict with or result in a breach of any of the terms, conditions or provisions of, or constitute a default under any contract, indenture, mortgage, loan agreement, lease, joint venture or other agreement or instrument to which the City is a party or by which the City or any of its respective properties are bound, or result in any violation by it of any law, order, rule or regulation of any court or governmental agency or body. The City is not in material violation of any law, ordinance, governmental rule or regulation or court decree to which it may be subject, nor has it failed to obtain and maintain in full force and effect any license, permit, certificate, franchise or other governmental authorization necessary to the ownership of its respective property or to the conduct of its operations under this Agreement.

Executed this, the ____ day of _____ 2023.

City of Dripping Springs:

Donor:

by _____
Michelle Fischer, City Administrator

by _____
Wild Birds Unlimited of Dripping
Springs
Representative

Feeding Feathered Friends with a Heart as Big as Texas.



Wild Birds Unlimited®

Dripping Springs, TX

Sponsored by:

AUSTIN SUBARU



SUBARU.





DRIPPING SPRINGS
Texas

To: Mayor Bill Foulds, Jr. and City Council, City of Dripping Springs

From: Shawn Cox, Interim Deputy City Administrator 

Date: October 17, 2023

RE: September 2023 City Treasurer's Report

General Fund:

The General Fund collected **\$825,941.40** in revenues for September, bringing the total revenues collected for FY23 to **\$11,934,326.51** (\$392,367.03 more than projected).

General Fund revenues are in line with the amended budget. Some line items of note include:

- 100-200-43000: Site Development Fees: – Through September \$1,021,296.41 has been collected. This is \$32,390.26 more than projected.
- 100-200-43030: Subdivision Fees – Through September \$512,387.07 has been collected. This is \$114,360.00 more than projected.
- 100-200-43031: Building Code Fees – Through September, \$1,661,150.43 has been collected. This is \$46,150.43 more than projected.

General Fund expenditures are in line with the amended budget.

Utility Fund:

Utility Fund revenues are in line with the adopted/projected year-end budget. Some line items of note include:

- 400-300-43018: Wastewater Service Fees – The payments from Waster Supply Corp. were received in October and will be applied to FY 2023.

Utility Fund expenditures are in line with the amended budget.

Dripping Springs Ranch Park (DSRP):

DSRP received **\$688,062.71** in revenues for September. Total collections for FY 2023 were **\$1,369,372.07**, \$18,390.03 more than projected.

DSRP revenues are in line with the amended budget. Some line items of note include:

- 200-401-43012: Facility Rental Fees – Through September \$133,496.49 has been collected. This is \$17,496.49 more than projected.

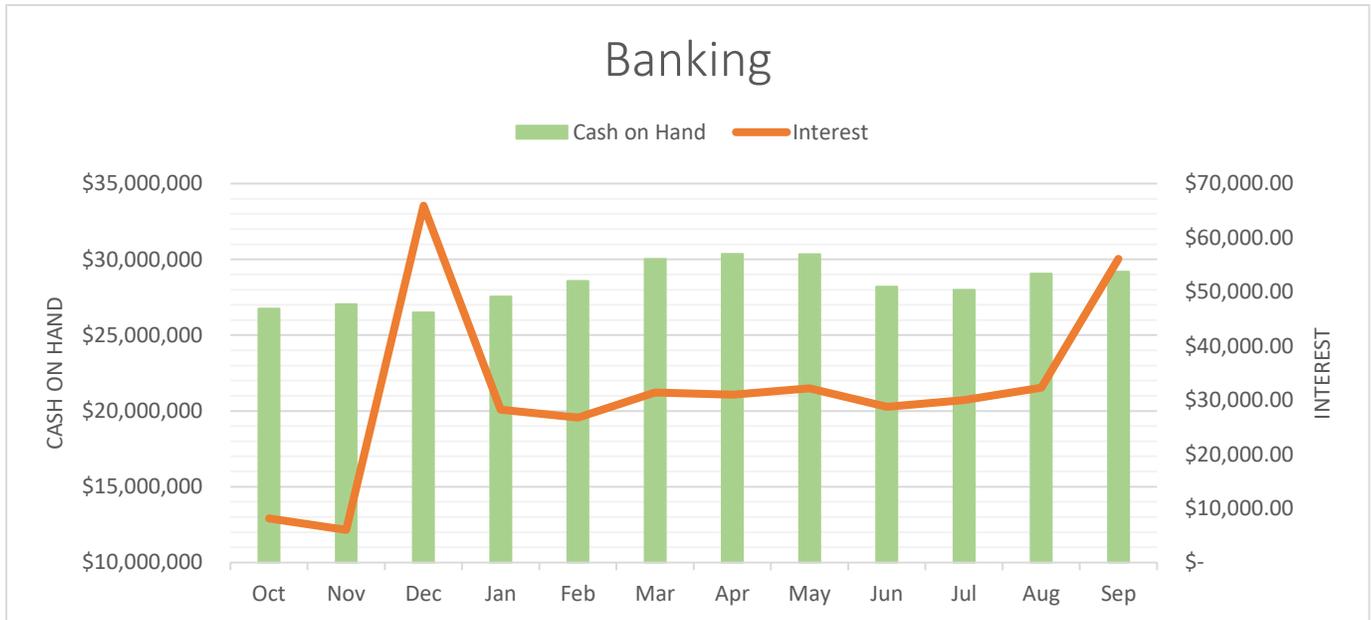
DSRP expenditures are in line with the projected year-end budget.



DRIPPING SPRINGS Texas

Banking:

On September 30th, the City's cash balance was **\$29.19 Million**. This is a 0.4% decrease from the previous month's cash balances. A total of **\$56,114.72** was collected in interest revenues for the month of September.





DRIPPING SPRINGS
Texas

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - General Fund							
Revenue							
Department: 000 - Undesignated							
100-000-40000	Ad Valorem Tax	2,559,204.88	2,569,363.82	0.00	2,569,363.82	0.00	0.00 %
100-000-40001	Sales Tax Revenue	3,800,000.00	4,504,457.99	378,449.37	4,504,458.47	0.48	100.00 %
100-000-40002	Mixed Beverage	75,000.00	92,257.88	8,408.55	100,666.43	8,408.55	109.11 %
100-000-40006	Ad Valorem Tax Penalty/Interest	4,000.00	8,469.05	0.00	8,469.05	0.00	0.00 %
100-000-41000	Solid Waste Franchise Fee	45,000.00	60,452.02	0.00	60,542.02	90.00	100.15 %
100-000-42000	Alcohol Permit Fees	6,852.50	7,832.50	537.50	8,370.00	537.50	106.86 %
100-000-46001	Other Revenues	40,000.00	40,000.00	6,187.49	663,066.42	623,066.42	1,657.67 %
100-000-46002	Interest	50,000.00	125,000.00	12,529.65	128,269.91	3,269.91	102.62 %
100-000-46010	CARES Act	0.00	0.00	0.00	-119.17	-119.17	0.00 %
100-000-46013	Opioid Abatement	0.00	254.75	0.00	0.00	-254.75	100.00 %
100-000-47001	Transfer from DSRP	10,400.00	10,400.00	0.00	0.00	-10,400.00	100.00 %
100-000-47005	Transfer from HOT Fund	2,404.33	2,404.33	0.00	0.00	-2,404.33	100.00 %
100-000-47010	Transfer from Wastewater Fund	4,066.66	4,066.66	0.00	0.00	-4,066.66	100.00 %
100-000-47013	Transfer From TIRZ	0.00	194,000.00	0.00	194,000.00	0.00	0.00 %
100-000-47016	Transfer from Sidewalk Fund	0.00	169,990.00	0.00	0.00	-169,990.00	100.00 %
100-000-70016	Opioid Abatement	0.00	0.00	0.00	254.75	254.75	0.00 %
Department: 000 - Undesignated Total:		6,596,928.37	7,788,949.00	406,112.56	8,237,341.70	448,392.70	5.76%
Department: 103 - Courts							
100-103-43028	Muni Court Fines/Special Fees	1,000.00	0.00	0.00	0.00	0.00	0.00 %
Department: 103 - Courts Total:		1,000.00	0.00	0.00	0.00	0.00	0.00%
Department: 105 - Communications							
100-105-44000	Sponsorships & Donations	0.00	0.00	6,250.00	6,250.00	6,250.00	0.00 %
100-105-46006	Merchandise	0.00	0.00	1,285.15	3,672.19	3,672.19	0.00 %
Department: 105 - Communications Total:		0.00	0.00	7,535.15	9,922.19	9,922.19	0.00%
Department: 200 - Planning & Development							
100-200-42001	Health Permits/Inspections	75,000.00	80,000.00	7,745.00	84,980.00	4,980.00	106.23 %
100-200-43000	Site Development Fees	400,000.00	988,906.15	202,077.07	1,021,296.41	32,390.26	103.28 %
100-200-43002	Zoning Fees	65,000.00	63,000.00	1,330.00	36,910.00	-26,090.00	41.41 %
100-200-43030	Subdivision Fees	890,750.00	398,027.07	116,650.00	512,387.07	114,360.00	128.73 %
Department: 200 - Planning & Development Total:		1,430,750.00	1,529,933.22	327,802.07	1,655,573.48	125,640.26	8.21%
Department: 201 - Building							
100-201-42007	Sign Permits	0.00	0.00	3,725.00	28,470.00	28,470.00	0.00 %
100-201-43029	Fire Inspections	50,000.00	106,000.00	1,596.72	107,264.94	1,264.94	101.19 %
100-201-43031	Building Code Fees	1,500,000.00	1,615,000.00	74,592.90	1,661,030.43	46,030.43	102.85 %
Department: 201 - Building Total:		1,550,000.00	1,721,000.00	79,914.62	1,796,765.37	75,765.37	4.40%
Department: 400 - Parks & Recreation							
100-400-44000	Sponsorships & Donations	5,000.00	8,440.00	0.00	5,440.00	-3,000.00	35.55 %
100-400-44001	Community Service Fees	1,800.00	1,000.00	75.00	715.00	-285.00	28.50 %
100-400-44002	Program & Event Fees	8,000.00	13,645.05	-15.00	13,630.05	-15.00	0.11 %
100-400-44004	Park Rental Income	5,950.00	3,148.50	3,685.00	6,833.50	3,685.00	217.04 %
100-400-47002	Transfer from Parkland Dedication	107,000.00	107,000.00	107,000.00	107,000.00	0.00	0.00 %
100-400-47003	Transfer from Landscaping Fund	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
100-400-47005	Transfer from HOT Fund	167,000.00	0.00	0.00	0.00	0.00	0.00 %
100-400-47007	Transfer from General Fund	160,570.49	160,570.49	0.00	0.00	-160,570.49	100.00 %
Department: 400 - Parks & Recreation Total:		456,320.49	294,804.04	110,745.00	133,618.55	-161,185.49	54.68%
Department: 402 - Aquatics							
100-402-44003	Aquatic Fees	29,400.00	38,892.00	472.00	39,364.00	472.00	101.21 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-402-44004	Park Rental Income	16,950.00	21,203.00	0.00	21,203.00	0.00	0.00 %
	Department: 402 - Aquatics Total:	46,350.00	60,095.00	472.00	60,567.00	472.00	0.79%
	Department: 404 - Founders Day						
100-404-45000	FD Craft/Business Booths	6,250.00	9,870.00	0.00	9,870.00	0.00	0.00 %
100-404-45001	FD Food Booths	1,100.00	1,359.38	0.00	1,359.38	0.00	0.00 %
100-404-45002	FD BBQ Cooker Registration Fees	4,600.00	6,270.00	0.00	6,270.00	0.00	0.00 %
100-404-45003	FD Carnival	10,000.00	16,379.86	0.00	16,379.86	0.00	0.00 %
100-404-45004	FD Parade Registration Fees	3,750.00	4,360.00	0.00	4,360.00	0.00	0.00 %
100-404-45005	FD Sponsorships	82,500.00	107,000.00	0.00	107,000.00	0.00	0.00 %
100-404-45006	FD Parking Fees	1,700.00	1,078.98	0.00	1,078.98	0.00	0.00 %
100-404-45007	FD Electric Fees	3,000.00	860.00	0.00	860.00	0.00	0.00 %
	Department: 404 - Founders Day Total:	112,900.00	147,178.22	0.00	147,178.22	0.00	0.00%
	Revenue Total:	10,194,248.86	11,541,959.48	932,581.40	12,040,966.51	499,007.03	4.32%
	Expense						
	Department: 000 - Undesignated						
100-000-60000	Salaries	2,624,223.34	2,415,000.00	0.00	0.00	2,415,000.00	100.00 %
100-000-61000	Health Insurance	278,376.89	268,000.00	42,454.57	403,501.65	-135,501.65	-50.56 %
100-000-61005	Federal Withholding	209,825.09	202,000.00	0.00	0.00	202,000.00	100.00 %
100-000-61006	TMRS	156,944.31	151,000.00	0.00	0.00	151,000.00	100.00 %
100-000-62009	Human Resources Consultant	15,000.00	13,000.00	1,833.33	12,239.57	760.43	5.85 %
100-000-63004	Dues, Fees & Subscriptions	41,337.95	52,000.00	1,081.02	50,994.51	1,005.49	1.93 %
100-000-63005	Training/Continuing Education	92,892.04	92,892.04	10,546.35	82,820.87	10,071.17	10.84 %
100-000-64000	Office Supplies	30,000.00	32,000.00	5,160.94	33,962.72	-1,962.72	-6.13 %
100-000-64004	Office Furniture and Equipment	6,000.00	6,000.00	0.00	5,306.72	693.28	11.55 %
100-000-66002	Postage & Shipping	3,200.00	3,500.00	439.04	3,658.93	-158.93	-4.54 %
100-000-68004	Animal Control	3,400.00	3,400.00	0.00	3,400.00	0.00	0.00 %
100-000-69002	Economic Development	5,000.00	5,000.00	0.00	5,000.00	0.00	0.00 %
100-000-70001	Mileage	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-000-70002	Contingencies/Emergency Fund	50,000.00	35,000.00	0.00	15,000.00	20,000.00	57.14 %
100-000-70003	Other Expenses	10,000.00	10,000.00	0.00	3,565.05	6,434.95	64.35 %
100-000-70009	Coronavirus Local Fiscal Recovery F	0.00	0.00	65.80	65.80	-65.80	0.00 %
100-000-90000	Transfer to Reserve Fund	500,000.00	500,000.00	500,000.00	500,000.00	0.00	0.00 %
100-000-90002	Transfer to TIRZ	355,961.65	363,837.20	0.00	363,837.20	0.00	0.00 %
100-000-90005	Transfer to DSRP	275,884.04	275,884.04	275,884.04	292,044.04	-16,160.00	-5.86 %
100-000-90011	Transfer to Capital Improvements	300,000.00	300,000.00	300,000.00	300,000.00	0.00	0.00 %
100-000-90013	Transfer to Vehicle Replacement Fu	70,326.00	70,326.00	70,326.00	70,326.00	0.00	0.00 %
100-000-90015	Transfer to Farmers Marke	15,249.56	15,249.56	15,249.56	15,249.56	0.00	0.00 %
	Department: 000 - Undesignated Total:	5,045,620.87	4,816,088.84	1,223,040.65	2,160,972.62	2,655,116.22	55.13%
	Department: 100 - City Council/Boards & Commissions						
100-100-64003	Uniforms	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-100-69000	Family Violence Center	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
100-100-69008	Land Acquisition	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00 %
	Department: 100 - City Council/Boards & Commissions Total:	18,500.00	18,500.00	0.00	10,000.00	8,500.00	45.95%
	Department: 101 - City Administrators Office						
100-101-60000	Regular Employees	0.00	0.00	36,629.96	472,044.39	-472,044.39	0.00 %
100-101-60002	Overtime	0.00	0.00	94.57	565.76	-565.76	0.00 %
100-101-61000	Health Insurance	0.00	0.00	1,799.84	21,642.26	-21,642.26	0.00 %
100-101-61001	Dental Insurance	0.00	0.00	138.96	1,702.26	-1,702.26	0.00 %
100-101-61002	Medicare	0.00	0.00	495.81	6,374.96	-6,374.96	0.00 %
100-101-61003	Social Security	0.00	0.00	2,120.01	24,535.11	-24,535.11	0.00 %
100-101-61004	Unemployment	0.00	0.00	0.00	576.00	-576.00	0.00 %
100-101-61006	TMRS	0.00	0.00	2,225.50	28,437.31	-28,437.31	0.00 %
	Department: 101 - City Administrators Office Total:	0.00	0.00	43,504.65	555,878.05	-555,878.05	0.00%
	Department: 102 - City Secretary						
100-102-60000	Regular Employees	0.00	0.00	9,923.94	115,216.46	-115,216.46	0.00 %
100-102-60001	Part-time Employees	0.00	0.00	0.00	8,672.05	-8,672.05	0.00 %

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining	
100-102-60002	Overtime	0.00	0.00	241.51	918.64	-918.64	0.00 %
100-102-61000	Health Insurance	0.00	0.00	1,185.62	12,189.48	-12,189.48	0.00 %
100-102-61001	Dental Insurance	0.00	0.00	69.48	712.17	-712.17	0.00 %
100-102-61002	Medicare	0.00	0.00	146.10	1,750.49	-1,750.49	0.00 %
100-102-61003	Social Security	0.00	0.00	624.74	7,484.83	-7,484.83	0.00 %
100-102-61004	Unemployment	0.00	0.00	0.00	357.52	-357.52	0.00 %
100-102-61006	TMRS	0.00	0.00	616.02	7,000.13	-7,000.13	0.00 %
100-102-62000	Municipal Election	8,000.00	0.00	0.00	0.00	0.00	0.00 %
100-102-62018	Code Publication	8,000.00	8,000.00	0.00	645.12	7,354.88	91.94 %
100-102-64003	Uniforms	0.00	0.00	0.00	45.00	-45.00	0.00 %
100-102-66003	Public Notices	6,000.00	6,000.00	0.00	5,067.21	932.79	15.55 %
100-102-69003	Records Management	1,220.00	720.00	60.00	720.00	0.00	0.00 %
100-102-70001	Mileage	0.00	0.00	0.00	366.55	-366.55	0.00 %
Department: 102 - City Secretary Total:		23,220.00	14,720.00	12,867.41	161,145.65	-146,425.65	-994.74%
Department: 103 - Courts							
100-103-60001	Part-time Employees	0.00	0.00	0.00	3,671.27	-3,671.27	0.00 %
100-103-61002	Medicare	0.00	0.00	0.00	53.25	-53.25	0.00 %
100-103-61003	Social Security	0.00	0.00	0.00	227.61	-227.61	0.00 %
100-103-61004	Unemployment	0.00	0.00	0.00	58.76	-58.76	0.00 %
100-103-62003	Muni Court Attorney/ Judge	15,500.00	10,000.00	1,000.00	7,370.54	2,629.46	26.29 %
Department: 103 - Courts Total:		15,500.00	10,000.00	1,000.00	11,381.43	-1,381.43	-13.81%
Department: 104 - City Attorney							
100-104-60000	Regular Employees	0.00	0.00	12,269.22	159,434.58	-159,434.58	0.00 %
100-104-60001	Part-time Employees	0.00	0.00	265.00	5,164.80	-5,164.80	0.00 %
100-104-61000	Health Insurance	0.00	0.00	600.48	7,806.24	-7,806.24	0.00 %
100-104-61001	Dental Insurance	0.00	0.00	34.74	451.62	-451.62	0.00 %
100-104-61002	Medicare	0.00	0.00	173.43	2,278.50	-2,278.50	0.00 %
100-104-61003	Social Security	0.00	0.00	741.51	9,742.21	-9,742.21	0.00 %
100-104-61004	Unemployment	0.00	0.00	4.24	226.64	-226.64	0.00 %
100-104-61006	TMRS	0.00	0.00	743.52	9,593.17	-9,593.17	0.00 %
100-104-62003	Special Counsel and Consultants	55,800.00	35,000.00	937.90	-16,065.97	51,065.97	145.90 %
100-104-69004	Government Affairs	60,000.00	60,000.00	0.00	40,000.00	20,000.00	33.33 %
Department: 104 - City Attorney Total:		115,800.00	95,000.00	15,770.04	218,631.79	-123,631.79	-130.14%
Department: 105 - Communications							
100-105-60000	Regular Employees	0.00	0.00	12,073.09	140,060.61	-140,060.61	0.00 %
100-105-61000	Health Insurance	0.00	0.00	1,207.56	12,464.88	-12,464.88	0.00 %
100-105-61001	Dental Insurance	0.00	0.00	69.48	712.17	-712.17	0.00 %
100-105-61002	Medicare	0.00	0.00	174.32	2,021.33	-2,021.33	0.00 %
100-105-61003	Social Security	0.00	0.00	745.38	8,642.77	-8,642.77	0.00 %
100-105-61004	Unemployment	0.00	0.00	0.00	288.03	-288.03	0.00 %
100-105-61006	TMRS	0.00	0.00	731.64	8,441.64	-8,441.64	0.00 %
100-105-66000	Website	6,625.00	6,676.25	0.00	6,676.25	0.00	0.00 %
100-105-66005	Public Relations	5,200.00	5,200.00	780.00	1,288.89	3,911.11	75.21 %
Department: 105 - Communications Total:		11,825.00	11,876.25	15,781.47	180,596.57	-168,720.32	-1,420.65%
Department: 106 - IT							
100-106-60000	Regular Employees	0.00	0.00	5,487.02	71,410.62	-71,410.62	0.00 %
100-106-61000	Health Insurance	0.00	0.00	608.68	7,622.36	-7,622.36	0.00 %
100-106-61001	Dental Insurance	0.00	0.00	34.74	434.25	-434.25	0.00 %
100-106-61002	Medicare	0.00	0.00	79.42	1,033.68	-1,033.68	0.00 %
100-106-61003	Social Security	0.00	0.00	339.60	4,420.02	-4,420.02	0.00 %
100-106-61004	Unemployment	0.00	0.00	0.00	144.01	-144.01	0.00 %
100-106-61006	TMRS	0.00	0.00	332.52	4,296.96	-4,296.96	0.00 %
100-106-64001	Office IT Equipment & Support	105,890.00	122,800.00	4,573.18	115,884.32	6,915.68	5.63 %
100-106-64002	Software	218,759.00	311,877.00	15,565.02	245,808.93	66,068.07	21.18 %
100-106-65000	Network/Phone	36,830.84	36,830.84	9,810.87	41,719.81	-4,888.97	-13.27 %
Department: 106 - IT Total:		361,479.84	471,507.84	36,831.05	492,774.96	-21,267.12	-4.51%

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 107 - Finance							
100-107-60000	Regular Employees	0.00	0.00	17,671.44	215,688.72	-215,688.72	0.00 %
100-107-60002	Overtime	0.00	0.00	92.50	601.19	-601.19	0.00 %
100-107-61000	Health Insurance	0.00	0.00	1,787.10	23,184.20	-23,184.20	0.00 %
100-107-61001	Dental Insurance	0.00	0.00	104.22	1,354.86	-1,354.86	0.00 %
100-107-61002	Medicare	0.00	0.00	241.12	2,867.39	-2,867.39	0.00 %
100-107-61003	Social Security	0.00	0.00	1,031.01	12,260.41	-12,260.41	0.00 %
100-107-61004	Unemployment	0.00	0.00	0.00	431.99	-431.99	0.00 %
100-107-61006	TMRS	0.00	0.00	1,076.48	13,017.56	-13,017.56	0.00 %
100-107-62001	Financial Services	35,000.00	35,150.00	-10,000.00	35,150.00	0.00	0.00 %
100-107-64003	Uniforms	300.00	300.00	310.50	310.50	-10.50	-3.50 %
100-107-67000	TML Liability Insurance	25,000.00	20,032.00	0.00	20,032.00	0.00	0.00 %
100-107-67001	TML Property Insurance	41,000.00	45,701.00	0.00	45,701.00	0.00	0.00 %
100-107-67002	TML Workmen's Comp Insurance	25,000.00	47,816.00	0.00	47,816.00	0.00	0.00 %
100-107-70001	Mileage	0.00	0.00	0.00	179.14	-179.14	0.00 %
100-107-90003	Transfer to Wastewater Utility Fund	760,000.00	900,891.60	-564,072.85	900,891.59	0.01	0.00 %
100-107-90004	SPA & ECO D Transfers	218,880.00	259,456.78	27,695.98	177,587.15	81,869.63	31.55 %
	Department: 107 - Finance Total:	1,105,180.00	1,309,347.38	-524,062.50	1,497,073.70	-187,726.32	-14.34%
Department: 200 - Planning & Development							
100-200-60000	Regular Employees	0.00	0.00	15,558.37	203,643.33	-203,643.33	0.00 %
100-200-60002	Overtime	0.00	0.00	40.59	428.82	-428.82	0.00 %
100-200-61000	Health Insurance	0.00	0.00	1,219.40	17,542.67	-17,542.67	0.00 %
100-200-61001	Dental Insurance	0.00	0.00	69.48	1,007.46	-1,007.46	0.00 %
100-200-61002	Medicare	0.00	0.00	218.42	2,857.84	-2,857.84	0.00 %
100-200-61003	Social Security	0.00	0.00	933.96	12,219.73	-12,219.73	0.00 %
100-200-61004	Unemployment	0.00	0.00	0.00	432.00	-432.00	0.00 %
100-200-61006	TMRS	0.00	0.00	945.31	12,265.99	-12,265.99	0.00 %
100-200-62002	Engineering & Surveying	70,000.00	35,000.00	0.00	17,368.75	17,631.25	50.38 %
100-200-62005	Health Inspector	50,000.00	70,000.00	6,057.51	68,288.69	1,711.31	2.44 %
100-200-62006	Architectural & Landscape Consulta	5,000.00	5,000.00	312.50	2,562.50	2,437.50	48.75 %
100-200-62007	Historic District Consultant	3,500.00	7,300.00	312.50	7,596.39	-296.39	-4.06 %
100-200-62010	Miscellaneous Consultant	250,000.00	250,000.00	5,703.60	152,747.38	97,252.62	38.90 %
100-200-64003	Uniforms	0.00	0.00	0.00	510.00	-510.00	0.00 %
100-200-70001	Mileage	0.00	0.00	0.00	55.35	-55.35	0.00 %
	Department: 200 - Planning & Development Total:	378,500.00	367,300.00	31,371.64	499,526.90	-132,226.90	-36.00%
Department: 201 - Building							
100-201-60000	Regular Employees	0.00	0.00	26,755.63	317,874.13	-317,874.13	0.00 %
100-201-60002	Overtime	0.00	0.00	308.90	6,251.43	-6,251.43	0.00 %
100-201-61000	Health Insurance	0.00	0.00	3,548.40	40,770.07	-40,770.07	0.00 %
100-201-61001	Dental Insurance	0.00	0.00	208.44	2,392.72	-2,392.72	0.00 %
100-201-61002	Medicare	0.00	0.00	387.90	4,647.41	-4,647.41	0.00 %
100-201-61003	Social Security	0.00	0.00	1,658.67	19,872.28	-19,872.28	0.00 %
100-201-61004	Unemployment	0.00	0.00	0.00	985.82	-985.82	0.00 %
100-201-61006	TMRS	0.00	0.00	1,640.11	19,477.30	-19,477.30	0.00 %
100-201-62004	Bldg. Inspector	750,000.00	1,000,000.00	29,355.00	975,898.15	24,101.85	2.41 %
100-201-62008	Lighting Consultant	1,000.00	2,500.00	715.00	3,025.00	-525.00	-21.00 %
100-201-62014	FireInspector	40,000.00	84,800.00	0.00	57,560.35	27,239.65	32.12 %
100-201-64003	Uniforms	1,700.00	1,700.00	530.00	2,445.12	-745.12	-43.83 %
100-201-64008	Fuel	0.00	0.00	0.00	110.81	-110.81	0.00 %
100-201-70001	Mileage	0.00	0.00	0.00	458.29	-458.29	0.00 %
	Department: 201 - Building Total:	792,700.00	1,089,000.00	65,108.05	1,451,768.88	-362,768.88	-33.31%
Department: 300 - Wastewater							
100-300-60000	Regular Employees	0.00	0.00	7,046.16	106,102.87	-106,102.87	0.00 %
100-300-60002	Overtime	0.00	0.00	0.00	381.23	-381.23	0.00 %
100-300-60003	On Call Pay	0.00	0.00	0.00	2,800.00	-2,800.00	0.00 %
100-300-61000	Health Insurance	0.00	0.00	598.66	9,065.40	-9,065.40	0.00 %
100-300-61001	Dental Insurance	0.00	0.00	34.74	525.44	-525.44	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-300-61002	Medicare	0.00	0.00	93.56	1,467.13	-1,467.13	0.00 %
100-300-61003	Social Security	0.00	0.00	400.04	6,273.21	-6,273.21	0.00 %
100-300-61004	Unemployment	0.00	0.00	0.00	144.00	-144.00	0.00 %
100-300-61006	TMRS	0.00	0.00	427.00	6,566.17	-6,566.17	0.00 %
100-300-64003	Uniforms	2,360.00	2,360.00	209.00	1,784.13	575.87	24.40 %
100-300-71001	Transportation Improvement Proje	1,096,332.00	1,266,331.00	14,172.52	502,620.59	763,710.41	60.31 %
Department: 300 - Wastewater Total:		1,098,692.00	1,268,691.00	22,981.68	637,730.17	630,960.83	49.73%
Department: 304 - Maintenance							
100-304-60000	Regular Employees	0.00	0.00	28,518.58	336,984.61	-336,984.61	0.00 %
100-304-60002	Overtime	0.00	0.00	685.51	10,420.54	-10,420.54	0.00 %
100-304-60003	On Call Pay	0.00	0.00	800.00	10,400.00	-10,400.00	0.00 %
100-304-61000	Health Insurance	0.00	0.00	4,139.76	47,350.45	-47,350.45	0.00 %
100-304-61001	Dental Insurance	0.00	0.00	243.18	2,778.23	-2,778.23	0.00 %
100-304-61002	Medicare	0.00	0.00	416.19	5,063.38	-5,063.38	0.00 %
100-304-61003	Social Security	0.00	0.00	1,779.53	21,650.44	-21,650.44	0.00 %
100-304-61004	Unemployment	0.00	0.00	0.00	1,085.29	-1,085.29	0.00 %
100-304-61006	TMRS	0.00	0.00	1,818.23	21,546.01	-21,546.01	0.00 %
100-304-62305	Vandalism Repairs	0.00	0.00	0.00	-3,141.85	3,141.85	0.00 %
100-304-63000	Office Maintenance/Repairs	18,510.00	18,510.00	1,546.22	14,281.22	4,228.78	22.85 %
100-304-63001	Equipment Maintenance	5,500.00	7,000.00	443.41	7,268.84	-268.84	-3.84 %
100-304-63002	Fleet Maintenance	44,180.00	51,000.00	9,046.70	52,008.77	-1,008.77	-1.98 %
100-304-63008	Stephenson Building & Lawn Maint	6,000.00	500.00	0.00	127.65	372.35	74.47 %
100-304-63009	Street/ROW Maintenance	204,050.00	204,050.00	2,821.84	79,720.07	124,329.93	60.93 %
100-304-63018	Triangle/Veterans Park Maintenanc	0.00	0.00	62.97	137.73	-137.73	0.00 %
100-304-63023	General Maintenance	0.00	0.00	0.00	53.65	-53.65	0.00 %
100-304-64003	Uniforms	12,320.00	12,320.00	0.00	3,061.78	9,258.22	75.15 %
100-304-64004	Office Furniture and Equipment	0.00	0.00	0.00	349.98	-349.98	0.00 %
100-304-64006	Fleet Acquisition	50,000.00	35,000.00	0.00	34,117.75	882.25	2.52 %
100-304-64009	Maintenance Equipment	97,500.00	97,500.00	443.57	86,875.17	10,624.83	10.90 %
100-304-64010	Maintenance Supplies	5,100.00	5,100.00	788.78	4,806.51	293.49	5.75 %
100-304-65001	Street Electricity	20,000.00	17,500.00	1,598.25	17,816.10	-316.10	-1.81 %
100-304-65002	City Streets Water	4,000.00	3,500.00	281.85	3,382.30	117.70	3.36 %
100-304-65003	Office Electricity	5,500.00	5,750.00	749.31	5,724.94	25.06	0.44 %
100-304-65004	Office Water	650.00	500.00	41.74	529.56	-29.56	-5.91 %
100-304-65005	Stephenson Bldg Electric	1,500.00	1,000.00	76.50	842.61	157.39	15.74 %
100-304-65006	Stephenson Water	500.00	450.00	35.41	424.44	25.56	5.68 %
100-304-65009	Triangle Electric	0.00	0.00	38.25	38.25	-38.25	0.00 %
100-304-69001	Lighting Compliance	2,000.00	2,000.00	0.00	1,985.82	14.18	0.71 %
100-304-69006	Stephenson Bldg Improvements	210,000.00	210,000.00	51,407.15	66,207.15	143,792.85	68.47 %
100-304-69010	Downtown Bathroom	200,000.00	0.00	0.00	0.00	0.00	0.00 %
100-304-69011	City Hall Planning	30,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
100-304-71002	Street Improvements	693,707.99	693,707.99	487,416.88	676,145.85	17,562.14	2.53 %
100-304-71003	City Hall Improvements	500,000.00	10,000.00	0.00	8,567.80	1,432.20	14.32 %
Department: 304 - Maintenance Total:		2,111,017.99	1,385,387.99	595,199.81	1,518,611.04	-133,223.05	-9.62%
Department: 400 - Parks & Recreation							
100-400-60000	Regular Employees	0.00	0.00	11,566.38	145,666.28	-145,666.28	0.00 %
100-400-60001	Part-time Employees	13,400.00	13,400.00	0.00	0.00	13,400.00	100.00 %
100-400-60002	Overtime	0.00	0.00	6.60	82.50	-82.50	0.00 %
100-400-60005	Camp Staff	0.00	0.00	-72,125.42	0.00	0.00	0.00 %
100-400-60006	Camp Staff OT	0.00	0.00	-157.67	0.00	0.00	0.00 %
100-400-61000	Health Insurance	0.00	0.00	612.06	6,097.35	-6,097.35	0.00 %
100-400-61001	Dental Insurance	0.00	0.00	34.81	341.14	-341.14	0.00 %
100-400-61002	Medicare	0.00	0.00	166.96	3,151.68	-3,151.68	0.00 %
100-400-61003	Social Security	0.00	0.00	713.86	13,475.78	-13,475.78	0.00 %
100-400-61004	Unemployment	0.00	0.00	0.00	1,425.60	-1,425.60	0.00 %
100-400-61006	TMRS	0.00	0.00	701.32	8,774.66	-8,774.66	0.00 %
100-400-62011	Park Consultant	10,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
100-400-63004	Dues, Fees & Subscriptions	1,464.50	1,464.50	0.00	559.56	904.94	61.79 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-400-63010	Sports & Rec Park Lawn Mainten	0.00	0.00	600.00	9,500.00	-9,500.00	0.00 %
100-400-63011	Founders Park Lawn Maintenance	0.00	0.00	1,020.00	6,560.00	-6,560.00	0.00 %
100-400-63012	Charro Ranch Landscaping	0.00	0.00	670.00	4,935.00	-4,935.00	0.00 %
100-400-63013	General Parks Maintenance	1,000.00	1,000.00	0.00	895.45	104.55	10.46 %
100-400-63014	S&R Trail Maintenance	0.00	0.00	0.00	360.74	-360.74	0.00 %
100-400-63015	Founders Park/Pool Maintenance	50,740.00	50,740.00	296.71	7,749.75	42,990.25	84.73 %
100-400-63016	Sports & Rec Park Maintenance	31,420.00	31,420.00	91.23	3,153.66	28,266.34	89.96 %
100-400-63017	Charro Ranch Park Maintenance	7,250.00	7,250.00	377.53	600.10	6,649.90	91.72 %
100-400-63018	Triangle/Veterans Park Maintenan	700.00	700.00	0.00	298.30	401.70	57.39 %
100-400-63036	Skate Park Maintenance	500.00	0.00	0.00	0.00	0.00	0.00 %
100-400-63037	Rathgeber Maintenance	900.00	1,050.00	25.87	1,023.48	26.52	2.53 %
100-400-64005	Equipment Rental	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-400-64011	Park Supplies	8,550.00	8,550.00	579.73	3,619.93	4,930.07	57.66 %
100-400-64012	Charro Ranch Supplies	1,500.00	1,500.00	0.00	1,436.32	63.68	4.25 %
100-400-64013	Founders Park/Pool Supplies	0.00	0.00	9.75	12,627.26	-12,627.26	0.00 %
100-400-64014	Sports & Rec Park Supplies	400.00	400.00	0.00	3.30	396.70	99.18 %
100-400-64015	Park Program & Event Supplies	20,050.00	20,050.00	2,546.75	20,066.52	-16.52	-0.08 %
100-400-65007	Portable Toilets	7,250.00	7,250.00	680.00	7,205.00	45.00	0.62 %
100-400-65009	Triangle Electric	500.00	500.00	0.00	382.50	117.50	23.50 %
100-400-65010	Triangle Water	1,000.00	500.00	35.18	422.16	77.84	15.57 %
100-400-65011	Sports & Rec Park Water	13,000.00	13,000.00	-24,346.71	22,371.83	-9,371.83	-72.09 %
100-400-65012	Sports & Rec Park Electricy	2,500.00	2,500.00	490.10	4,773.90	-2,273.90	-90.96 %
100-400-65013	FMP Pool/Pavilion Water	0.00	0.00	0.00	250.00	-250.00	0.00 %
100-400-65014	Founders Park/Pool Electricy	0.00	0.00	653.49	3,546.47	-3,546.47	0.00 %
100-400-66001	Advertising	11,250.00	11,250.00	6,375.12	11,641.22	-391.22	-3.48 %
100-400-66004	City Sponsored Events	5,000.00	0.00	0.00	0.00	0.00	0.00 %
100-400-70003	Other Expenses	11,500.00	11,500.00	0.00	11,334.20	165.80	1.44 %
100-400-70007	Sponsored Events	0.00	0.00	0.00	1,760.00	-1,760.00	0.00 %
100-400-71004	All Parks Improvements	6,500.00	8,100.00	521.35	8,589.76	-489.76	-6.05 %
100-400-71005	Founders Park/Pool Improvmts	187,048.36	187,048.36	0.00	148,018.11	39,030.25	20.87 %
100-400-71006	Sports & Rec Park Improvements	150,000.00	0.00	0.00	0.00	0.00	0.00 %
100-400-71007	Charro Ranch Improvements	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-400-71009	Triangle Improvements	17,000.00	0.00	0.00	0.00	0.00	0.00 %
100-400-71010	Rathgeber Improvements	110,000.00	110,000.00	16,337.91	35,172.23	74,827.77	68.03 %
100-400-71012	Skate Park Improvements	75,000.00	0.00	0.00	187.50	-187.50	0.00 %
Department: 400 - Parks & Recreation Total:		747,422.86	496,172.86	-51,517.09	508,059.24	-11,886.38	-2.40%
Department: 401 - DSRP							
100-401-60000	Regular Employees	485,020.13	440,000.00	36,537.81	436,676.60	3,323.40	0.76 %
100-401-60002	Overtime	0.00	0.00	184.17	4,289.01	-4,289.01	0.00 %
100-401-60003	On Call Pay	0.00	0.00	-9,600.00	0.00	0.00	0.00 %
100-401-61000	Health Insurance	73,071.07	67,500.00	4,145.32	49,585.41	17,914.59	26.54 %
100-401-61001	Dental Insurance	0.00	0.00	243.11	2,907.05	-2,907.05	0.00 %
100-401-61002	Medicare	0.00	0.00	505.24	6,211.77	-6,211.77	0.00 %
100-401-61003	Social Security	0.00	0.00	2,160.23	26,559.92	-26,559.92	0.00 %
100-401-61004	Unemployment	0.00	0.00	22.49	1,674.07	-1,674.07	0.00 %
100-401-61005	Federal Withholding	38,873.31	40,000.00	0.00	0.00	40,000.00	100.00 %
100-401-61006	TMRS	27,399.78	27,500.00	2,107.54	26,452.71	1,047.29	3.81 %
Department: 401 - DSRP Total:		624,364.29	575,000.00	36,305.91	554,356.54	20,643.46	3.59%
Department: 402 - Aquatics							
100-402-60000	Regular Employees	0.00	0.00	4,507.69	59,574.46	-59,574.46	0.00 %
100-402-60007	Aquatic Staff	77,043.15	77,043.15	2,361.55	72,436.07	4,607.08	5.98 %
100-402-61000	Health Insurance	0.00	0.00	591.54	7,688.60	-7,688.60	0.00 %
100-402-61001	Dental Insurance	0.00	0.00	34.74	451.62	-451.62	0.00 %
100-402-61002	Medicare	0.00	0.00	99.62	1,914.18	-1,914.18	0.00 %
100-402-61003	Social Security	0.00	0.00	425.90	8,184.73	-8,184.73	0.00 %
100-402-61004	Unemployment	0.00	0.00	37.78	1,302.99	-1,302.99	0.00 %
100-402-61006	TMRS	0.00	0.00	273.16	3,583.56	-3,583.56	0.00 %
100-402-63005	Training/Continuing Education	0.00	0.00	0.00	769.81	-769.81	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-402-63015	Founders Park/Pool Maintenance	16,000.00	19,000.00	0.00	18,440.77	559.23	2.94 %
100-402-64003	Uniforms	0.00	0.00	0.00	475.15	-475.15	0.00 %
100-402-64011	Park Supplies	0.00	0.00	0.00	14.99	-14.99	0.00 %
100-402-64013	Pool Supplies	24,705.00	29,764.34	0.00	15,725.28	14,039.06	47.17 %
100-402-65000	Network/Phone	1,650.00	1,650.00	0.00	960.38	689.62	41.80 %
100-402-65013	FMP Pool/Pavilion Water	6,000.00	4,500.00	256.66	3,788.72	711.28	15.81 %
100-402-65014	FMP Pool/Pavilion Electric	7,250.00	6,500.00	0.00	3,018.03	3,481.97	53.57 %
100-402-65019	Propane/Natural Gas	20,000.00	10,000.00	0.00	5,923.32	4,076.68	40.77 %
100-402-71011	Founders Pool Improvements	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
Department: 402 - Aquatics Total:		154,148.15	149,957.49	8,588.64	204,252.66	-54,295.17	-36.21%
Department: 404 - Founders Day							
100-404-63019	FD Clean Up	5,500.00	7,055.70	0.00	7,055.70	0.00	0.00 %
100-404-63038	FD Transportation	4,500.00	6,564.00	0.00	6,564.00	0.00	0.00 %
100-404-64016	FD Event Supplies	5,000.00	7,524.56	0.00	7,524.56	0.00	0.00 %
100-404-64017	FD Event Tent, Table, & Chairs	4,000.00	3,959.81	0.00	3,959.81	0.00	0.00 %
100-404-64018	FD Barricades	19,000.00	6,261.00	0.00	6,261.00	0.00	0.00 %
100-404-65007	Portable Toilets	12,000.00	13,590.00	0.00	13,590.00	0.00	0.00 %
100-404-65016	FD Electricity	6,400.00	2,009.98	0.00	9.98	2,000.00	99.50 %
100-404-66008	FD Parade	650.00	47.09	0.00	47.09	0.00	0.00 %
100-404-66009	FD Publicity	9,500.00	7,412.71	0.00	7,412.71	0.00	0.00 %
100-404-66010	Events, Entertainment & Activities	22,500.00	19,073.32	0.00	19,073.32	0.00	0.00 %
100-404-66012	FD Sponsorship	6,000.00	5,197.00	0.00	0.00	5,197.00	100.00 %
100-404-68005	FD Security	32,500.00	28,280.00	0.00	28,280.00	0.00	0.00 %
100-404-68006	FD Health, Safety & Lighting	15,500.00	26,922.05	0.00	26,922.05	0.00	0.00 %
100-404-70002	FD Contingencies	3,438.01	0.00	0.00	0.00	0.00	0.00 %
Department: 404 - Founders Day Total:		146,488.01	133,897.22	0.00	126,700.22	7,197.00	5.38%
Department: 500 - Emergency Management							
100-500-60000	Regular Employees	0.00	0.00	5,676.93	73,961.57	-73,961.57	0.00 %
100-500-60003	On Call Pay	0.00	0.00	0.00	83.00	-83.00	0.00 %
100-500-61000	Health Insurance	0.00	0.00	15.94	205.32	-205.32	0.00 %
100-500-61001	Dental Insurance	0.00	0.00	34.74	451.62	-451.62	0.00 %
100-500-61002	Medicare	0.00	0.00	82.32	1,072.50	-1,072.50	0.00 %
100-500-61003	Social Security	0.00	0.00	351.97	4,585.57	-4,585.57	0.00 %
100-500-61004	Unemployment	0.00	0.00	0.00	144.01	-144.01	0.00 %
100-500-61006	TMRS	0.00	0.00	344.02	4,450.06	-4,450.06	0.00 %
100-500-64000	Office Supplies	0.00	0.00	0.00	225.22	-225.22	0.00 %
100-500-64003	Uniforms	500.00	500.00	0.00	0.00	500.00	100.00 %
100-500-68000	Emergency Management Equip	45,690.00	57,000.00	7,153.07	63,802.69	-6,802.69	-11.93 %
100-500-68001	Emergency Fire& Safety	611.00	1,750.00	0.00	1,490.63	259.37	14.82 %
100-500-68002	Emergency Management PR	2,000.00	2,500.00	0.00	2,499.00	1.00	0.04 %
100-500-68003	Emergency Equipment Maint	11,702.00	25,000.00	461.00	25,210.53	-210.53	-0.84 %
100-500-70003	Other Expenses	30,000.00	30,000.00	0.00	23,089.50	6,910.50	23.04 %
100-500-70015	Winter Storm Mara	0.00	0.00	0.00	108,278.69	-108,278.69	0.00 %
Department: 500 - Emergency Management Total:		90,503.00	116,750.00	14,119.99	309,549.91	-192,799.91	-165.14%
Expense Total:		12,840,962.01	12,329,196.87	1,546,891.40	11,099,010.33	1,230,186.54	9.98%
Fund: 100 - General Fund Surplus (Deficit):		-2,646,713.15	-787,237.39	-614,310.00	941,956.18	1,729,193.57	219.65%
Fund: 101 - Agriculture Facility Fund							
Revenue							
Department: 000 - Undesignated							
101-000-43008	Ag Facility Fees	47,495.00	16,160.00	24,500.00	40,660.00	24,500.00	251.61 %
Department: 000 - Undesignated Total:		47,495.00	16,160.00	24,500.00	40,660.00	24,500.00	151.61%
Revenue Total:		47,495.00	16,160.00	24,500.00	40,660.00	24,500.00	151.61%

Budget Report

For Fiscal: FY 2022-2023 Period Ending: Item 5. 3

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
Department: 000 - Undesignated						
101-000-90005 Transfer to DSRP	47,495.00	16,160.00	0.00	0.00	16,160.00	100.00 %
Department: 000 - Undesignated Total:	47,495.00	16,160.00	0.00	0.00	16,160.00	100.00%
Expense Total:	47,495.00	16,160.00	0.00	0.00	16,160.00	100.00%
Fund: 101 - Agriculture Facility Fund Surplus (Deficit):	0.00	0.00	24,500.00	40,660.00	40,660.00	0.00%
Fund: 102 - Landscaping Facility Fund						
Revenue						
Department: 000 - Undesignated						
102-000-43009 Tree Replacement Fees	0.00	207,420.00	0.00	207,420.00	0.00	0.00 %
Department: 000 - Undesignated Total:	0.00	207,420.00	0.00	207,420.00	0.00	0.00%
Revenue Total:	0.00	207,420.00	0.00	207,420.00	0.00	0.00%
Expense						
Department: 000 - Undesignated						
102-000-63012 Charro Ranch Landscaping	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
102-000-63021 Historic District Landscaping	25,000.00	19,334.91	0.00	19,334.91	0.00	0.00 %
102-000-63022 City Hall Lawn & Tree Maintenance	2,300.00	2,300.00	0.00	0.00	2,300.00	100.00 %
Department: 000 - Undesignated Total:	28,300.00	22,634.91	0.00	19,334.91	3,300.00	14.58%
Expense Total:	28,300.00	22,634.91	0.00	19,334.91	3,300.00	14.58%
Fund: 102 - Landscaping Facility Fund Surplus (Deficit):	-28,300.00	184,785.09	0.00	188,085.09	3,300.00	-1.79%
Fund: 103 - Sidewalk Fund						
Revenue						
Department: 000 - Undesignated						
103-000-43045 Sidewalk Fees	0.00	0.00	0.00	29,828.96	29,828.96	0.00 %
103-000-46001 Other Revenues	0.00	68,960.00	0.00	0.00	-68,960.00	100.00 %
Department: 000 - Undesignated Total:	0.00	68,960.00	0.00	29,828.96	-39,131.04	56.74%
Revenue Total:	0.00	68,960.00	0.00	29,828.96	-39,131.04	56.74%
Expense						
Department: 000 - Undesignated						
103-000-90006 Transfer to General Fund	0.00	169,999.00	0.00	0.00	169,999.00	100.00 %
Department: 000 - Undesignated Total:	0.00	169,999.00	0.00	0.00	169,999.00	100.00%
Expense Total:	0.00	169,999.00	0.00	0.00	169,999.00	100.00%
Fund: 103 - Sidewalk Fund Surplus (Deficit):	0.00	-101,039.00	0.00	29,828.96	130,867.96	129.52%
Fund: 105 - Parkland Dedication Fund						
Revenue						
Department: 000 - Undesignated						
105-000-43007 Parkland Dedication Fees	0.00	516,152.00	0.00	516,152.00	0.00	0.00 %
Department: 000 - Undesignated Total:	0.00	516,152.00	0.00	516,152.00	0.00	0.00%
Revenue Total:	0.00	516,152.00	0.00	516,152.00	0.00	0.00%
Expense						
Department: 000 - Undesignated						
105-000-90009 Transfer to Parks	107,000.00	107,000.00	107,000.00	107,000.00	0.00	0.00 %
Department: 000 - Undesignated Total:	107,000.00	107,000.00	107,000.00	107,000.00	0.00	0.00%
Expense Total:	107,000.00	107,000.00	107,000.00	107,000.00	0.00	0.00%
Fund: 105 - Parkland Dedication Fund Surplus (Deficit):	-107,000.00	409,152.00	-107,000.00	409,152.00	0.00	0.00%
Fund: 107 - Vehicle Replacement Fund						
Revenue						
Department: 000 - Undesignated						
107-000-47001 Transfer from DSRP	29,595.00	29,595.00	29,595.00	29,595.00	0.00	0.00 %
107-000-47007 Transfer from General Fund	70,326.00	70,326.00	70,326.00	70,326.00	0.00	0.00 %

Budget Report

For Fiscal: FY 2022-2023 Period Ending: Item 5. 3

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
107-000-47010 Transfer from Wastewater	29,911.00	29,911.00	29,911.00	29,911.00	0.00	0.00 %
Department: 000 - Undesignated Total:	129,832.00	129,832.00	129,832.00	129,832.00	0.00	0.00%
Revenue Total:	129,832.00	129,832.00	129,832.00	129,832.00	0.00	0.00%
Fund: 107 - Vehicle Replacement Fund Total:	129,832.00	129,832.00	129,832.00	129,832.00	0.00	0.00%

Fund: 200 - Dripping Springs Ranch Park

Revenue						
Department: 401 - DSRP						
200-401-42008 Riding Permit Fees	9,500.00	8,500.00	370.00	8,250.00	-250.00	2.94 %
200-401-43010 Stall Rental Fees	37,200.00	43,000.00	5,947.00	47,508.51	4,508.51	110.48 %
200-401-43011 RV Site Rental Fees	19,000.00	24,000.00	650.00	17,555.00	-6,445.00	26.85 %
200-401-43012 Facility Rental Fees	113,500.00	116,000.00	21,025.00	133,496.49	17,496.49	115.08 %
200-401-43013 Equipment Rental Fees	6,000.00	12,420.00	3,300.00	15,720.00	3,300.00	126.57 %
200-401-43014 Staff & Miscellaneous Fees	4,000.00	5,525.00	1,000.00	5,414.23	-110.77	2.00 %
200-401-43015 Cleaning Fees	25,000.00	22,445.00	3,475.00	25,153.43	2,708.43	112.07 %
200-401-44000 Sponsorships & Donations	52,275.00	1,000.00	500.00	529.00	-471.00	47.10 %
200-401-44002 Program & Event Fees	0.00	0.00	0.00	240.00	240.00	0.00 %
200-401-44005 Coyote Camp	137,100.00	137,100.00	1,634.00	116,281.50	-20,818.50	15.18 %
200-401-44006 Riding Series	82,000.00	36,692.00	0.00	35,838.91	-853.09	2.33 %
200-401-44007 Miscellaneous Events	2,000.00	43,687.00	10.00	62,667.00	18,980.00	143.45 %
200-401-44008 Program Fees	15,100.00	26,834.00	4,718.50	24,525.00	-2,309.00	8.60 %
200-401-46001 Other Revenues	500.00	145.00	1,187.49	151.25	6.25	104.31 %
200-401-46002 Interest	600.00	3,000.00	516.84	3,344.71	344.71	111.49 %
200-401-46006 Merchandise Sales	21,065.20	33,590.00	4,091.00	35,653.00	2,063.00	106.14 %
200-401-47004 Transfer from Ag Facility Fund	47,495.00	16,160.00	0.00	16,160.00	0.00	0.00 %
200-401-47005 Transfer from HOT Fund	395,000.00	455,000.00	363,753.84	455,000.00	0.00	0.00 %
200-401-47007 Transfer from General Fund	275,884.04	275,884.04	275,884.04	275,884.04	0.00	0.00 %
200-401-47015 Transfer from PEG	0.00	90,000.00	0.00	90,000.00	0.00	0.00 %
Department: 401 - DSRP Total:	1,243,219.24	1,350,982.04	688,062.71	1,369,372.07	18,390.03	1.36%
Revenue Total:	1,243,219.24	1,350,982.04	688,062.71	1,369,372.07	18,390.03	1.36%

Expense						
Department: 400 - Parks & Recreation						
200-400-63035 Ranch House Maintenance	10,000.00	9,000.00	900.00	9,260.05	-260.05	-2.89 %
200-400-64024 Ranch House Supplies	1,000.00	500.00	0.00	609.02	-109.02	-21.80 %
200-400-64025 Ranch House Equipment	0.00	0.00	0.00	255.00	-255.00	0.00 %
Department: 400 - Parks & Recreation Total:	11,000.00	9,500.00	900.00	10,124.07	-624.07	-6.57%

Department: 401 - DSRP						
200-401-60003 On Call Pay	10,400.00	10,400.00	10,200.00	10,200.00	200.00	1.92 %
200-401-60005 Camp Staff	108,246.48	80,000.00	72,283.09	73,087.98	6,912.02	8.64 %
200-401-61002 Medicare	0.00	0.00	0.00	11.67	-11.67	0.00 %
200-401-61003 Social Security	0.00	0.00	0.00	49.90	-49.90	0.00 %
200-401-61004 Unemployment	0.00	0.00	0.00	12.88	-12.88	0.00 %
200-401-63000 Building/Office Maintenance	0.00	0.00	2,920.46	59,385.60	-59,385.60	0.00 %
200-401-63001 Equipment Maintenance	25,000.00	25,000.00	3,681.95	25,614.43	-614.43	-2.46 %
200-401-63002 Fleet Maintenance	5,500.00	1,000.00	124.95	179.95	820.05	82.01 %
200-401-63003 Lawn Maintenance	0.00	0.00	2,270.00	15,880.00	-15,880.00	0.00 %
200-401-63004 Dues, Fees & Subscriptions	5,127.50	5,127.50	230.51	5,776.20	-648.70	-12.65 %
200-401-63005 Training/Continuing Education	9,500.00	8,200.00	0.00	7,741.06	458.94	5.60 %
200-401-63007 Mileage	0.00	0.00	0.00	31.44	-31.44	0.00 %
200-401-63023 General Maintenance	206,490.00	316,490.00	0.00	110,701.12	205,788.88	65.02 %
200-401-63024 Stall Cleaning & Repair	4,000.00	2,500.00	0.00	0.00	2,500.00	100.00 %
200-401-63028 Lift Station Maintenance	12,000.00	7,500.00	0.00	7,212.86	287.14	3.83 %
200-401-64000 Office Supplies	10,000.00	2,500.00	0.00	2,681.18	-181.18	-7.25 %
200-401-64001 IT Equipment	0.00	0.00	0.00	1,560.76	-1,560.76	0.00 %
200-401-64003 Uniforms	0.00	1,500.00	0.00	1,077.94	422.06	28.14 %
200-401-64004 Office Furniture and Equipment	0.00	0.00	0.00	1,147.87	-1,147.87	0.00 %
200-401-64005 Equipment Rental	2,000.00	1,627.45	0.00	1,627.45	0.00	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
200-401-64007	Fleet Supplies	0.00	0.00	0.00	506.37	-506.37	0.00 %
200-401-64008	Fuel	0.00	0.00	1,890.65	4,772.13	-4,772.13	0.00 %
200-401-64010	Maintenance Supplies	0.00	0.00	0.00	49.97	-49.97	0.00 %
200-401-64011	Park Supplies	25,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
200-401-64015	Park Program & Event Supplies	0.00	0.00	343.80	584.78	-584.78	0.00 %
200-401-64020	Building Supplies	0.00	0.00	0.00	687.15	-687.15	0.00 %
200-401-64021	Merchandise	10,500.00	27,000.00	0.00	25,857.13	1,142.87	4.23 %
200-401-64023	Equipment	267,250.00	267,250.00	111,696.64	312,063.53	-44,813.53	-16.77 %
200-401-64026	Sponsorship Expenses	2,100.00	0.00	0.00	0.00	0.00	0.00 %
200-401-64027	Coyote Camp	16,000.00	17,500.00	1,126.77	20,664.85	-3,164.85	-18.08 %
200-401-64028	Riding Series	32,000.00	33,000.00	4,485.16	41,264.55	-8,264.55	-25.04 %
200-401-64029	Miscellaneous Events	700.00	76,532.60	61,832.60	77,145.10	-612.50	-0.80 %
200-401-64030	Programing	8,000.00	15,000.00	360.09	15,913.70	-913.70	-6.09 %
200-401-65000	Network/Phone	11,316.40	30,316.40	2,510.29	28,948.70	1,367.70	4.51 %
200-401-65004	Office Water	7,000.00	7,000.00	0.00	556.67	6,443.33	92.05 %
200-401-65005	Water	0.00	3,500.00	2,534.28	10,998.09	-7,498.09	-214.23 %
200-401-65007	Portable Toilets	2,500.00	1,000.00	80.00	955.00	45.00	4.50 %
200-401-65008	Alarm	6,660.00	4,000.00	545.55	2,427.75	1,572.25	39.31 %
200-401-65017	Electricity	60,000.00	70,000.00	7,082.91	67,840.83	2,159.17	3.08 %
200-401-65018	Septic	750.00	750.00	0.00	0.00	750.00	100.00 %
200-401-65019	Propane/Natural Gas	2,500.00	2,500.00	0.00	2,261.43	238.57	9.54 %
200-401-65020	On Call Phone	501.60	0.00	0.00	0.00	0.00	0.00 %
200-401-66001	Advertising	17,750.00	10,000.00	0.00	4,846.44	5,153.56	51.54 %
200-401-66002	Postage & Shipping	0.00	0.00	22.80	34.78	-34.78	0.00 %
200-401-66004	City Sponsored Events	0.00	0.00	0.00	2,317.57	-2,317.57	0.00 %
200-401-70001	Mileage	500.00	150.00	0.00	26.13	123.87	82.58 %
200-401-70002	Contingencies/Emergency Fund	50,000.00	25,000.00	0.00	425.00	24,575.00	98.30 %
200-401-70003	Other Expenses	20,000.00	300.00	0.00	-257.63	557.63	185.88 %
200-401-70004	Hays County Livestock Board Agree	13,200.00	5,000.00	0.00	3,225.00	1,775.00	35.50 %
200-401-70007	Sponsored Events	7,900.00	2,000.00	0.00	314.38	1,685.62	84.28 %
200-401-70013	DSRP Sales Tax	0.00	0.00	0.00	2,673.35	-2,673.35	0.00 %
200-401-71008	DSRP Improvements	345,000.00	385,000.00	1,350.40	87,625.38	297,374.62	77.24 %
200-401-90013	Transfer to Vehicle Replacement Fu	29,595.00	29,595.00	29,595.00	29,595.00	0.00	0.00 %
Department: 401 - DSRP Total:		1,335,486.98	1,479,738.95	317,167.90	1,068,303.42	411,435.53	27.80%
Expense Total:		1,346,486.98	1,489,238.95	318,067.90	1,078,427.49	410,811.46	27.59%
Fund: 200 - Dripping Springs Ranch Park Surplus (Deficit):		-103,267.74	-138,256.91	369,994.81	290,944.58	429,201.49	310.44%
Fund: 201 - Dripping Springs Farmers Market							
Revenue							
Department: 403 - Farmers Market							
201-403-43005	Booth Rental Fees	54,600.00	71,467.20	4,152.00	50,073.00	-21,394.20	29.94 %
201-403-43006	Application Fees	750.00	1,800.00	0.00	1,410.00	-390.00	21.67 %
201-403-43035	Membership Fee	2,600.00	2,000.00	0.00	1,698.00	-302.00	15.10 %
201-403-44000	Sponsorships & Donations	5,000.00	4,000.00	0.00	0.00	-4,000.00	100.00 %
201-403-46001	Other Revenues	0.00	0.00	0.00	30.00	30.00	0.00 %
201-403-46002	Interest	200.00	1,395.64	239.34	1,504.76	109.12	107.82 %
201-403-46004	Grant Revenues	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
201-403-46005	Market Events/Merchandise	1,000.00	1,000.00	20.00	406.03	-593.97	59.40 %
201-403-47007	Transfer from General Fund	15,300.59	15,300.59	15,249.56	15,249.56	-51.03	0.33 %
Department: 403 - Farmers Market Total:		80,450.59	97,963.43	19,660.90	70,371.35	-27,592.08	28.17%
Revenue Total:		80,450.59	97,963.43	19,660.90	70,371.35	-27,592.08	28.17%
Expense							
Department: 403 - Farmers Market							
201-403-60000	Regular Employees	52,679.65	57,633.46	4,112.36	53,490.88	4,142.58	7.19 %
201-403-61000	Health Insurance	8,125.04	8,264.24	590.44	7,674.76	589.48	7.13 %
201-403-61001	Dental Insurance	0.00	0.00	34.74	451.62	-451.62	0.00 %
201-403-61002	Medicare	0.00	0.00	59.62	775.50	-775.50	0.00 %
201-403-61003	Social Security	0.00	0.00	254.96	3,316.36	-3,316.36	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
201-403-61004	Unemployment	0.00	0.00	0.00	144.00	-144.00	0.00 %
201-403-61005	Federal Withholding	4,281.99	4,281.99	0.00	0.00	4,281.99	100.00 %
201-403-61006	TMRS	3,173.95	3,173.95	249.20	3,218.42	-44.47	-1.40 %
201-403-63004	Dues, Fees & Subscriptions	200.00	200.00	20.00	63.46	136.54	68.27 %
201-403-63005	Training/Continuing Education	200.00	100.00	0.00	0.00	100.00	100.00 %
201-403-64000	Office Supplies	300.00	700.58	0.00	367.28	333.30	47.57 %
201-403-64019	Market Supplies	4,000.00	145.26	0.00	72.63	72.63	50.00 %
201-403-65000	Network/Phone	252.00	206.12	0.00	124.82	81.30	39.44 %
201-403-66001	Advertising	3,000.00	0.00	0.00	1,518.47	-1,518.47	0.00 %
201-403-66010	Events, Entertainment & Activities	3,000.00	3,000.00	200.00	2,833.88	166.12	5.54 %
201-403-66011	Market Event	500.00	500.00	0.00	0.00	500.00	100.00 %
201-403-70002	Contingencies/Emergency Fund	500.00	500.00	0.00	0.00	500.00	100.00 %
201-403-70003	Other Expenses	2,600.00	2,200.00	0.00	1,300.00	900.00	40.91 %
201-403-90000	Transfer to Reserve Fund	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
Department: 403 - Farmers Market Total:		117,812.63	115,905.60	5,521.32	75,352.08	40,553.52	34.99%
Expense Total:		117,812.63	115,905.60	5,521.32	75,352.08	40,553.52	34.99%
Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):		-37,362.04	-17,942.17	14,139.58	-4,980.73	12,961.44	72.24%
Fund: 300 - Hotel Occupancy Tax							
Revenue							
Department: 000 - Undesignated							
300-000-40003	HOT Tax Revenue	700,000.00	924,195.93	25,957.10	950,153.03	25,957.10	102.81 %
300-000-46002	Interest	240.00	11,500.00	2,350.46	14,141.95	2,641.95	122.97 %
Department: 000 - Undesignated Total:		700,240.00	935,695.93	28,307.56	964,294.98	28,599.05	3.06%
Revenue Total:		700,240.00	935,695.93	28,307.56	964,294.98	28,599.05	3.06%
Expense							
Department: 000 - Undesignated							
300-000-63004	Dues, Fees & Subscriptions	0.00	0.00	0.00	869.32	-869.32	0.00 %
300-000-73000	Transfer to Debt Service	91,600.00	91,600.00	0.00	91,600.00	0.00	0.00 %
300-000-73004	Convention & Informatiin Center Gr	185,000.00	160,000.00	10,692.69	91,893.50	68,106.50	42.57 %
300-000-75000	Advertising	2,100.00	7,529.55	0.00	7,217.55	312.00	4.14 %
300-000-75001	Holiday Light Displays	45,000.00	7,925.00	0.00	7,925.00	0.00	0.00 %
300-000-75002	Historic District Advertising	2,800.00	2,800.00	0.00	0.00	2,800.00	100.00 %
300-000-75003	Dues and Fees	8,000.00	11,346.75	0.00	11,346.75	0.00	0.00 %
300-000-75004	Tourism Advertising Grants	29,000.00	29,000.00	0.00	10,250.00	18,750.00	64.66 %
300-000-76000	Arts	20,000.00	0.00	0.00	0.00	0.00	0.00 %
300-000-76004	Arts Grants	10,000.00	10,000.00	0.00	2,500.00	7,500.00	75.00 %
300-000-77004	Historical Restoration Grants	59,198.00	59,198.00	0.00	59,198.00	0.00	0.00 %
300-000-78000	Signage	44,560.00	27,560.00	0.00	250.00	27,310.00	99.09 %
300-000-78004	Public Signage Grants	8,000.00	8,000.00	0.00	8,000.00	0.00	0.00 %
300-000-79000	Lighting	150,000.00	0.00	0.00	0.00	0.00	0.00 %
300-000-90005	Transfer to DSRP	395,000.00	455,000.00	363,753.84	455,000.00	0.00	0.00 %
300-000-90006	Transfer to General Fund	2,404.33	0.00	0.00	0.00	0.00	0.00 %
Department: 000 - Undesignated Total:		1,052,662.33	869,959.30	374,446.53	746,050.12	123,909.18	14.24%
Expense Total:		1,052,662.33	869,959.30	374,446.53	746,050.12	123,909.18	14.24%
Fund: 300 - Hotel Occupancy Tax Surplus (Deficit):		-352,422.33	65,736.63	-346,138.97	218,244.86	152,508.23	-232.00%
Fund: 301 - Dripping Springs Visitors Bureau							
Expense							
Department: 105 - Communications							
301-105-60000	Regular Employees	0.00	0.00	4,038.40	23,220.80	-23,220.80	0.00 %
301-105-61000	Health Insurance	0.00	0.00	590.22	3,541.32	-3,541.32	0.00 %
301-105-61001	Dental Insurance	0.00	0.00	34.74	208.44	-208.44	0.00 %
301-105-61002	Medicare	0.00	0.00	58.42	335.88	-335.88	0.00 %
301-105-61003	Social Security	0.00	0.00	249.78	1,436.09	-1,436.09	0.00 %
301-105-61004	Unemployment	0.00	0.00	0.00	144.00	-144.00	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
301-105-61006	TMRS	0.00	0.00	244.72	1,407.14	-1,407.14	0.00 %
	Department: 105 - Communications Total:	0.00	0.00	5,216.28	30,293.67	-30,293.67	0.00%
	Expense Total:	0.00	0.00	5,216.28	30,293.67	-30,293.67	0.00%
	Fund: 301 - Dripping Springs Visitors Bureau Total:	0.00	0.00	5,216.28	30,293.67	-30,293.67	0.00%
Fund: 400 - Utilities							
Revenue							
Department: 000 - Undesignated							
400-000-43024	Over Use Fees	0.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
400-000-46001	Other Revenues	0.00	0.00	-29,625.70	6,306.02	6,306.02	0.00 %
	Department: 000 - Undesignated Total:	0.00	15,000.00	-29,625.70	6,306.02	-8,693.98	57.96%
Department: 300 - Wastewater							
400-300-41001	PEC Franchise Fee	0.00	0.00	-39,555.07	0.00	0.00	0.00 %
400-300-41002	ROW Fees	0.00	0.00	-33.53	0.00	0.00	0.00 %
400-300-41003	Cable Franchise Fees	0.00	0.00	-40,257.18	0.00	0.00	0.00 %
400-300-41004	Texas Gas Franchise Fees	0.00	0.00	-11,975.95	0.00	0.00	0.00 %
400-300-43018	Wastewater Service Fees	1,285,365.12	1,400,000.00	0.00	1,307,472.71	-92,527.29	6.61 %
400-300-43020	Late Fees	9,600.00	16,000.00	0.00	15,619.06	-380.94	2.38 %
400-300-43021	Delayed Connection Fees	5,000.00	15,000.00	21,000.00	36,000.00	21,000.00	240.00 %
400-300-43023	Transfer Fees	9,000.00	0.00	0.00	0.00	0.00	0.00 %
400-300-43024	Over Use Fees	150,000.00	150,000.00	0.00	155,147.29	5,147.29	103.43 %
400-300-46001	Other Revenues	95,000.00	40,000.00	0.00	0.00	-40,000.00	100.00 %
400-300-46002	Interest	0.00	0.00	-15,114.10	0.00	0.00	0.00 %
400-300-47008	Transfer from TWDB	4,420,000.00	280,000.00	0.00	0.00	-280,000.00	100.00 %
400-300-47009	Sales Tax	760,000.00	900,891.60	-564,072.85	900,891.59	-0.01	0.00 %
	Department: 300 - Wastewater Total:	6,733,965.12	2,801,891.60	-650,008.68	2,415,130.65	-386,760.95	13.80%
Department: 301 - Water							
400-301-43038	Meter Set Fees	0.00	2,375.00	100.00	2,425.00	50.00	102.11 %
400-301-43040	Water Base Rate	7,800.00	30,000.00	3,994.40	33,836.08	3,836.08	112.79 %
400-301-43041	Water Usage	150,000.00	100,000.00	12,212.21	105,314.72	5,314.72	105.31 %
400-301-43043	Equipment Fee	0.00	2,584.00	100.00	2,684.00	100.00	103.87 %
400-301-43044	Inspection Fees	0.00	300.00	0.00	300.00	0.00	0.00 %
400-301-46001	Other Revenues	0.00	16,896.97	-7,303.87	9,593.10	-7,303.87	43.23 %
	Department: 301 - Water Total:	157,800.00	152,155.97	9,102.74	154,152.90	1,996.93	1.31%
Department: 310 - Utility Operations							
400-310-41001	PEC Franchise Fee	130,000.00	165,405.00	39,555.07	169,029.47	3,624.47	102.19 %
400-310-41002	ROW Fees	6,000.00	5,000.00	42.73	4,747.36	-252.64	5.05 %
400-310-41003	Cable Franchise Fees	130,000.00	161,076.00	40,257.18	161,076.75	0.75	100.00 %
400-310-41004	Texas Gas Franchise Fee	3,000.00	11,975.00	11,975.95	11,975.95	0.95	100.01 %
400-310-46002	Interest	0.00	84,000.00	32,361.84	94,591.67	10,591.67	112.61 %
400-310-47007	Transfer from General Fund	50,000.00	0.00	0.00	0.00	0.00	0.00 %
	Department: 310 - Utility Operations Total:	319,000.00	427,456.00	124,192.77	441,421.20	13,965.20	3.27%
	Revenue Total:	7,210,765.12	3,396,503.57	-546,338.87	3,017,010.77	-379,492.80	11.17%
Expense							
Department: 300 - Wastewater							
400-300-60000	Regular Employees	0.00	0.00	3,520.00	86,995.45	-86,995.45	0.00 %
400-300-60002	Overtime	0.00	0.00	74.25	6,740.34	-6,740.34	0.00 %
400-300-60003	On Call Pay	0.00	0.00	0.00	2,600.00	-2,600.00	0.00 %
400-300-61000	Health Insurance	0.00	0.00	588.76	13,586.56	-13,586.56	0.00 %
400-300-61001	Dental Insurance	0.00	0.00	34.74	799.99	-799.99	0.00 %
400-300-61002	Medicare	0.00	0.00	51.98	1,393.93	-1,393.93	0.00 %
400-300-61003	Social Security	0.00	0.00	222.24	5,960.29	-5,960.29	0.00 %
400-300-61004	Unemployment	0.00	0.00	0.00	238.65	-238.65	0.00 %
400-300-61006	TMRS	0.00	0.00	217.82	5,753.50	-5,753.50	0.00 %
400-300-62002	Engineering and Surveying	625,000.00	407,000.00	3,801.91	25,000.79	381,999.21	93.86 %
400-300-62003	Special Counsel & Consultants	0.00	0.00	1,227.64	1,227.64	-1,227.64	0.00 %
400-300-62019	Planning and Permitting	7,500.00	30,000.00	3,855.65	34,880.44	-4,880.44	-16.27 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
400-300-62020	Lab Testing	34,250.00	39,250.00	2,862.75	22,005.03	17,244.97	43.94 %
400-300-63001	Equipment Maintenance	0.00	0.00	398.34	435.82	-435.82	0.00 %
400-300-63002	Fleet Maintenance	0.00	0.00	0.00	129.32	-129.32	0.00 %
400-300-63003	Lawn Maintenance	0.00	0.00	0.00	789.00	-789.00	0.00 %
400-300-63004	Dues, Fees & Subscriptions	0.00	0.00	665.08	4,980.16	-4,980.16	0.00 %
400-300-63005	Training/Continuing Education	0.00	0.00	0.00	2,187.15	-2,187.15	0.00 %
400-300-63025	Wastewater Treatment Plant Maint	119,407.00	111,100.00	3,623.33	100,961.49	10,138.51	9.13 %
400-300-63026	Routine Operations	99,500.00	130,000.00	19,683.00	123,784.43	6,215.57	4.78 %
400-300-63027	Operations Non Routine	106,860.00	106,860.00	25,849.41	100,764.94	6,095.06	5.70 %
400-300-63028	Lift Station Maintenance	74,270.00	101,500.00	2,436.97	90,820.35	10,679.65	10.52 %
400-300-63029	Sanitary Sewer Line Maintenance	64,116.00	150,300.00	3,346.59	8,029.86	142,270.14	94.66 %
400-300-63030	Drip Field Maintenance	44,900.00	34,910.00	16,158.72	42,972.79	-8,062.79	-23.10 %
400-300-63031	Sludge Hauling	178,100.00	168,100.00	2,941.54	100,995.13	67,104.87	39.92 %
400-300-63033	Wastewater Flow Measurement	9,000.00	10,257.00	6,170.75	15,638.75	-5,381.75	-52.47 %
400-300-63034	Utility Operations	4,250.00	0.00	0.00	109.45	-109.45	0.00 %
400-300-64001	IT Equipment & Support	0.00	0.00	0.00	549.00	-549.00	0.00 %
400-300-64003	Uniforms	0.00	0.00	0.00	1,334.90	-1,334.90	0.00 %
400-300-64010	Supplies	27,400.00	29,900.00	701.25	11,334.05	18,565.95	62.09 %
400-300-64022	Chemicals	16,440.00	19,440.00	3,507.24	16,226.53	3,213.47	16.53 %
400-300-64023	Equipment	0.00	0.00	0.00	983.18	-983.18	0.00 %
400-300-65000	Network/Phone	12,330.00	3,330.00	8,576.36	18,200.40	-14,870.40	-446.56 %
400-300-65017	Electric	109,600.00	109,600.00	0.00	70,047.19	39,552.81	36.09 %
400-300-70001	Mileage	0.00	0.00	0.00	166.88	-166.88	0.00 %
400-300-70003	Other Expenses	52,000.00	52,000.00	1,426.36	162,108.96	-110,108.96	-211.75 %
400-300-71000	Capital Projects	2,000,000.00	657,733.00	0.00	0.00	657,733.00	100.00 %
400-300-72001	TWDB - Capital Projects	5,050,000.00	0.00	0.00	0.00	0.00	0.00 %
400-300-72002	TWDB - Engineering and Design	895,000.00	260,000.00	74,401.88	334,393.97	-74,393.97	-28.61 %
400-300-72003	TWDB - Special Counsel and Consul	0.00	0.00	4,880.00	46,641.49	-46,641.49	0.00 %
400-300-72004	TWDB - Misc.	175,000.00	145,000.00	0.00	3,653.03	141,346.97	97.48 %
400-300-72005	TWDB - Land Acquisition	0.00	0.00	0.00	65,287.57	-65,287.57	0.00 %
400-300-90006	Transfer to General Fund	4,066.66	0.00	0.00	0.00	0.00	0.00 %
400-300-90013	Transfer to Vehicle Replacement Fu	29,911.00	29,911.00	29,911.00	29,911.00	0.00	0.00 %
Department: 300 - Wastewater Total:		9,738,900.66	2,596,191.00	221,135.56	1,560,619.40	1,035,571.60	39.89%
Department: 301 - Water							
400-301-62020	Lab Testing	25,000.00	5,000.00	0.00	2,362.00	2,638.00	52.76 %
400-301-63020	Lab Testing	0.00	0.00	2,633.50	2,633.50	-2,633.50	0.00 %
400-301-63026	Routine Operations	25,000.00	10,000.00	384.93	2,884.93	7,115.07	71.15 %
400-301-63027	Operations Non Routine	20,000.00	10,000.00	16.18	606.67	9,393.33	93.93 %
400-301-63032	Water Line Maintenance & Repair	20,000.00	5,000.00	1,247.25	2,789.89	2,210.11	44.20 %
400-301-64010	Supplies	50,000.00	62,000.00	358.40	59,423.47	2,576.53	4.16 %
Department: 301 - Water Total:		140,000.00	92,000.00	4,640.26	70,700.46	21,299.54	23.15%
Department: 310 - Utility Operations							
400-310-60000	Regular Employees	398,740.00	275,000.00	24,165.00	160,949.75	114,050.25	41.47 %
400-310-60002	Overtime	0.00	0.00	2,358.42	9,241.52	-9,241.52	0.00 %
400-310-60003	On Call Pay	10,400.00	10,400.00	1,617.31	8,381.04	2,018.96	19.41 %
400-310-61000	Health Insurance	56,988.71	35,000.00	2,384.72	19,867.58	15,132.42	43.24 %
400-310-61001	Dental Insurance	0.00	0.00	173.70	1,337.49	-1,337.49	0.00 %
400-310-61002	Medicare	0.00	0.00	399.76	2,525.47	-2,525.47	0.00 %
400-310-61004	Unemployment	0.00	0.00	98.46	761.58	-761.58	0.00 %
400-310-61005	Federal Withholding	33,063.21	25,000.00	0.00	0.00	25,000.00	100.00 %
400-310-61006	TMRS	24,650.69	18,000.00	1,705.31	10,815.85	7,184.15	39.91 %
400-310-62001	Financial Services	10,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00 %
400-310-62003	Special Coounsel and Consultants	250,000.00	250,000.00	0.00	37,079.92	212,920.08	85.17 %
400-310-62020	Lab Testing	0.00	0.00	0.00	3,267.75	-3,267.75	0.00 %
400-310-63001	Equipment Maintenance	10,000.00	10,000.00	0.00	738.70	9,261.30	92.61 %
400-310-63002	Fleet Maintenance	10,000.00	10,000.00	8,110.50	8,233.67	1,766.33	17.66 %
400-310-63005	Training/Continuing Education	9,254.00	8,000.00	273.79	4,974.49	3,025.51	37.82 %
400-310-63034	Utility Operations	69,000.00	69,000.00	48.09	58,089.55	10,910.45	15.81 %

Budget Report

For Fiscal: FY 2022-2023 Period Ending: Item 5. 3

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
400-310-64001	IT Equipment & Support	5,640.00	5,640.00	0.00	0.00	5,640.00	100.00 %
400-310-64002	Software	37,267.00	25,000.00	2,470.00	19,039.16	5,960.84	23.84 %
400-310-64003	Uniforms	5,000.00	4,000.00	0.00	2,458.07	1,541.93	38.55 %
400-310-64006	Fleet Acquisition	45,000.00	33,411.51	0.00	33,411.51	0.00	0.00 %
400-310-64008	Fuel	15,000.00	15,000.00	0.00	275.33	14,724.67	98.16 %
400-310-64023	Equipment	50,000.00	50,000.00	0.00	39,827.39	10,172.61	20.35 %
400-310-65000	Network/Phone	0.00	11,200.00	8,380.35	8,380.35	2,819.65	25.18 %
400-310-70003	Other Expenses	0.00	0.00	0.00	-15.96	15.96	0.00 %
Department: 310 - Utility Operations Total:		1,040,003.61	864,651.51	62,185.41	439,640.21	425,011.30	49.15%
Expense Total:		10,918,904.27	3,552,842.51	287,961.23	2,070,960.07	1,481,882.44	41.71%
Fund: 400 - Utilities Surplus (Deficit):		-3,708,139.15	-156,338.94	-834,300.10	946,050.70	1,102,389.64	705.13%
Fund: 401 - Texas Water Development Board							
Revenue							
Department: 000 - Undesignated							
401-000-46002	Interest	0.00	0.00	2.18	37.77	37.77	0.00 %
401-000-46007	Outlay Deposits from TWDB	4,420,000.00	280,000.00	0.00	0.00	-280,000.00	100.00 %
Department: 000 - Undesignated Total:		4,420,000.00	280,000.00	2.18	37.77	-279,962.23	99.99%
Revenue Total:		4,420,000.00	280,000.00	2.18	37.77	-279,962.23	99.99%
Expense							
Department: 000 - Undesignated							
401-000-63004	Dues, Fees & Subscriptions	0.00	0.00	0.00	190.49	-190.49	0.00 %
401-000-90012	Transfer to Wastewater Utility	4,420,000.00	280,000.00	0.00	0.00	280,000.00	100.00 %
Department: 000 - Undesignated Total:		4,420,000.00	280,000.00	0.00	190.49	279,809.51	99.93%
Expense Total:		4,420,000.00	280,000.00	0.00	190.49	279,809.51	99.93%
Fund: 401 - Texas Water Development Board Surplus (Deficit):		0.00	0.00	2.18	-152.72	-152.72	0.00%
Fund: 500 - Impact Fees							
Revenue							
Department: 000 - Undesignated							
500-000-43017	Impact Fees	1,670,000.00	2,049,060.00	160,920.00	1,832,560.00	-216,500.00	10.57 %
500-000-46002	Interest	30,000.00	50,000.00	8,009.46	55,608.01	5,608.01	111.22 %
Department: 000 - Undesignated Total:		1,700,000.00	2,099,060.00	168,929.46	1,888,168.01	-210,891.99	10.05%
Revenue Total:		1,700,000.00	2,099,060.00	168,929.46	1,888,168.01	-210,891.99	10.05%
Expense							
Department: 000 - Undesignated							
500-000-63004	Dues, Fees & Subscriptions	0.00	0.00	0.00	2,085.54	-2,085.54	0.00 %
500-000-80003	Series 2022	0.00	0.00	0.00	1,194,294.40	-1,194,294.40	0.00 %
500-000-90007	Transfer to Debt Service	4,143,594.62	4,143,594.62	0.00	1,712,031.56	2,431,563.06	58.68 %
Department: 000 - Undesignated Total:		4,143,594.62	4,143,594.62	0.00	2,908,411.50	1,235,183.12	29.81%
Expense Total:		4,143,594.62	4,143,594.62	0.00	2,908,411.50	1,235,183.12	29.81%
Fund: 500 - Impact Fees Surplus (Deficit):		-2,443,594.62	-2,044,534.62	168,929.46	-1,020,243.49	1,024,291.13	50.10%
Fund: 600 - Debt Service 2013							
Revenue							
Department: 000 - Undesignated							
600-000-46002	Interest	1,200.00	1,200.00	251.92	1,410.32	210.32	117.53 %
600-000-47005	Transfer from HOT Fund	91,600.00	91,600.00	0.00	91,600.00	0.00	0.00 %
Department: 000 - Undesignated Total:		92,800.00	92,800.00	251.92	93,010.32	210.32	0.23%
Revenue Total:		92,800.00	92,800.00	251.92	93,010.32	210.32	0.23%

Budget Report

For Fiscal: FY 2022-2023 Period Ending: Item 5. 3

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
Department: 000 - Undesignated						
600-000-80000 Series 2013	89,505.00	89,505.00	79,752.50	89,505.00	0.00	0.00 %
Department: 000 - Undesignated Total:	89,505.00	89,505.00	79,752.50	89,505.00	0.00	0.00%
Expense Total:	89,505.00	89,505.00	79,752.50	89,505.00	0.00	0.00%
Fund: 600 - Debt Service 2013 Surplus (Deficit):	3,295.00	3,295.00	-79,500.58	3,505.32	210.32	-6.38%
Fund: 601 - Debt Service 2015						
Revenue						
Department: 000 - Undesignated						
601-000-46002 Interest	8,000.00	8,000.00	2,086.53	12,267.27	4,267.27	153.34 %
601-000-47011 Transfers From Impact	698,498.56	698,498.56	0.00	698,498.56	0.00	0.00 %
Department: 000 - Undesignated Total:	706,498.56	706,498.56	2,086.53	710,765.83	4,267.27	0.60%
Revenue Total:	706,498.56	706,498.56	2,086.53	710,765.83	4,267.27	0.60%
Expense						
Department: 000 - Undesignated						
601-000-63004 Dues, Fees & Subscriptions	0.00	0.00	0.00	661.66	-661.66	0.00 %
601-000-80001 Series 2015	711,231.76	711,231.76	0.00	711,231.76	0.00	0.00 %
Department: 000 - Undesignated Total:	711,231.76	711,231.76	0.00	711,893.42	-661.66	-0.09%
Expense Total:	711,231.76	711,231.76	0.00	711,893.42	-661.66	-0.09%
Fund: 601 - Debt Service 2015 Surplus (Deficit):	-4,733.20	-4,733.20	2,086.53	-1,127.59	3,605.61	76.18%
Fund: 602 - Debt Service 2019						
Revenue						
Department: 000 - Undesignated						
602-000-46002 Interest	12,000.00	0.00	2,602.97	14,547.79	14,547.79	0.00 %
602-000-47011 Transfer from Impact Fee Fund	1,013,533.00	1,013,533.00	0.00	1,013,533.00	0.00	0.00 %
Department: 000 - Undesignated Total:	1,025,533.00	1,013,533.00	2,602.97	1,028,080.79	14,547.79	1.44%
Revenue Total:	1,025,533.00	1,013,533.00	2,602.97	1,028,080.79	14,547.79	1.44%
Expense						
Department: 000 - Undesignated						
602-000-63004 Dues, Fee & subscriptions	0.00	0.00	0.00	763.41	-763.41	0.00 %
602-000-80002 Series 2019	983,553.00	983,553.00	0.00	983,553.00	0.00	0.00 %
Department: 000 - Undesignated Total:	983,553.00	983,553.00	0.00	984,316.41	-763.41	-0.08%
Expense Total:	983,553.00	983,553.00	0.00	984,316.41	-763.41	-0.08%
Fund: 602 - Debt Service 2019 Surplus (Deficit):	41,980.00	29,980.00	2,602.97	43,764.38	13,784.38	-45.98%
Fund: 603 - Debt Service 2022						
Revenue						
Department: 000 - Undesignated						
603-000-47011 Transfer from Impact	2,431,563.06	2,389,582.88	0.00	0.00	-2,389,582.88	100.00 %
Department: 000 - Undesignated Total:	2,431,563.06	2,389,582.88	0.00	0.00	-2,389,582.88	100.00%
Revenue Total:	2,431,563.06	2,389,582.88	0.00	0.00	-2,389,582.88	100.00%
Expense						
Department: 000 - Undesignated						
603-000-80003 Series 2022	1,215,163.06	1,194,294.38	0.00	0.00	1,194,294.38	100.00 %
Department: 000 - Undesignated Total:	1,215,163.06	1,194,294.38	0.00	0.00	1,194,294.38	100.00%
Expense Total:	1,215,163.06	1,194,294.38	0.00	0.00	1,194,294.38	100.00%
Fund: 603 - Debt Service 2022 Surplus (Deficit):	1,216,400.00	1,195,288.50	0.00	0.00	-1,195,288.50	100.00%
Fund: 700 - Reserve						
Revenue						
Department: 000 - Undesignated						
700-000-46002 Interest	18,000.00	23,000.00	4,723.71	26,127.31	3,127.31	113.60 %

Budget Report

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
700-000-47007 Transfer from General Fund	300,000.00	300,000.00	500,000.00	500,000.00	200,000.00	166.67 %
Department: 000 - Undesignated Total:	318,000.00	323,000.00	504,723.71	526,127.31	203,127.31	62.89%
Revenue Total:	318,000.00	323,000.00	504,723.71	526,127.31	203,127.31	62.89%
Expense						
Department: 000 - Undesignated						
700-000-63004 Dues, Fee & Subscriptions	0.00	0.00	0.00	1,152.68	-1,152.68	0.00 %
Department: 000 - Undesignated Total:	0.00	0.00	0.00	1,152.68	-1,152.68	0.00%
Expense Total:	0.00	0.00	0.00	1,152.68	-1,152.68	0.00%
Fund: 700 - Reserve Surplus (Deficit):	318,000.00	323,000.00	504,723.71	524,974.63	201,974.63	-62.53%
Fund: 800 - TIRZ 1						
Revenue						
Department: 000 - Undesignated						
800-000-40004 City Ad Valorem	115,297.54	121,169.56	0.00	121,169.56	0.00	0.00 %
800-000-40005 County Ad Valorem	215,354.00	214,030.08	0.00	214,030.08	0.00	0.00 %
800-000-46002 Interest	3,000.00	4,800.00	2,229.89	11,591.17	6,791.17	241.48 %
Department: 000 - Undesignated Total:	333,651.54	339,999.64	2,229.89	346,790.81	6,791.17	2.00%
Revenue Total:	333,651.54	339,999.64	2,229.89	346,790.81	6,791.17	2.00%
Expense						
Department: 000 - Undesignated						
800-000-62002 Engineering & Surveying	478,000.00	239,000.00	12,710.26	242,507.42	-3,507.42	-1.47 %
800-000-62003 Special Counsel and Consultants	12,000.00	-12,000.00	0.00	0.00	-12,000.00	100.00 %
800-000-62006 Architectural & Landscape Consulta	30,000.00	1,500.00	7,216.87	7,216.87	-5,716.87	-381.12 %
800-000-62010 Miscellaneous Consultant	0.00	-5,000.00	0.00	0.00	-5,000.00	100.00 %
800-000-62016 Project Management	32,000.00	-500.00	2,843.75	15,306.54	-15,806.54	3,161.31 %
800-000-62017 Project Administration	16,000.00	2,000.00	878.75	9,847.50	-7,847.50	-392.38 %
800-000-63004 Dues, Fees & Subscriptions	0.00	0.00	0.00	698.98	-698.98	0.00 %
800-000-70014 Stakeholder Reimbursement	0.00	569,147.90	0.00	284,573.95	284,573.95	50.00 %
Department: 000 - Undesignated Total:	568,000.00	794,147.90	23,649.63	560,151.26	233,996.64	29.47%
Expense Total:	568,000.00	794,147.90	23,649.63	560,151.26	233,996.64	29.47%
Fund: 800 - TIRZ 1 Surplus (Deficit):	-234,348.46	-454,148.26	-21,419.74	-213,360.45	240,787.81	53.02%
Fund: 801 - TIRZ 2						
Revenue						
Department: 000 - Undesignated						
801-000-40004 City Ad Valorem Tax	240,664.11	242,667.64	0.00	242,667.64	0.00	0.00 %
801-000-40005 County Ad Valorem Tax	437,211.00	426,510.90	0.00	426,510.90	0.00	0.00 %
801-000-46002 Interest	2,000.00	7,500.00	3,028.74	10,888.48	3,388.48	145.18 %
Department: 000 - Undesignated Total:	679,875.11	676,678.54	3,028.74	680,067.02	3,388.48	0.50%
Revenue Total:	679,875.11	676,678.54	3,028.74	680,067.02	3,388.48	0.50%
Expense						
Department: 000 - Undesignated						
801-000-62002 Engineering & Surveying	0.00	239,000.00	0.00	0.00	239,000.00	100.00 %
801-000-62006 Architectural & Landscape Consulta	0.00	11,500.00	2,405.63	2,405.63	9,094.37	79.08 %
801-000-62016 Project Management	0.00	31,500.00	2,843.75	12,979.05	18,520.95	58.80 %
801-000-62017 Project Administration	0.00	16,000.00	740.00	3,992.93	12,007.07	75.04 %
801-000-70003 Other Expenses	0.00	0.00	0.00	645.04	-645.04	0.00 %
801-000-70014 Stakeholder Reimbursement	0.00	164,470.10	0.00	82,235.05	82,235.05	50.00 %
Department: 000 - Undesignated Total:	0.00	462,470.10	5,989.38	102,257.70	360,212.40	77.89%
Expense Total:	0.00	462,470.10	5,989.38	102,257.70	360,212.40	77.89%
Fund: 801 - TIRZ 2 Surplus (Deficit):	679,875.11	214,208.44	-2,960.64	577,809.32	363,600.88	-169.74%
Fund: 900 - Public Education and Government						
Revenue						
Department: 000 - Undesignated						
900-000-41003 Cable Franchise Fees	27,000.00	32,215.35	0.00	32,215.35	0.00	0.00 %

Budget Report

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
900-000-46002 Interest	1,700.00	2,000.00	295.29	2,550.59	550.59	127.53 %
Department: 000 - Undesignated Total:	28,700.00	34,215.35	295.29	34,765.94	550.59	1.61%
Revenue Total:	28,700.00	34,215.35	295.29	34,765.94	550.59	1.61%
Expense						
Department: 000 - Undesignated						
900-000-63004 Dues, Fee & Subscriptions	0.00	0.00	0.00	320.37	-320.37	0.00 %
900-000-90005 Transfer to DSRP	0.00	90,000.00	0.00	90,000.00	0.00	0.00 %
Department: 000 - Undesignated Total:	0.00	90,000.00	0.00	90,320.37	-320.37	-0.36%
Expense Total:	0.00	90,000.00	0.00	90,320.37	-320.37	-0.36%
Fund: 900 - Public Education and Government Surplus (Deficit):	28,700.00	-55,784.65	295.29	-55,554.43	230.22	0.41%
Fund: 901 - Heritage Road/Trail Trust						
Revenue						
Department: 000 - Undesignated						
901-000-46002 Interest	0.00	0.00	4,792.04	36,249.12	36,249.12	0.00 %
Department: 000 - Undesignated Total:	0.00	0.00	4,792.04	36,249.12	36,249.12	0.00%
Revenue Total:	0.00	0.00	4,792.04	36,249.12	36,249.12	0.00%
Expense						
Department: 000 - Undesignated						
901-000-70003 Other Expenses	0.00	0.00	0.00	140.00	-140.00	0.00 %
Department: 000 - Undesignated Total:	0.00	0.00	0.00	140.00	-140.00	0.00%
Expense Total:	0.00	0.00	0.00	140.00	-140.00	0.00%
Fund: 901 - Heritage Road/Trail Trust Surplus (Deficit):	0.00	0.00	4,792.04	36,109.12	36,109.12	0.00%
Report Surplus (Deficit):	-7,247,798.58	-1,204,737.48	-788,947.74	3,055,204.06	4,259,941.54	353.60%

Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - General Fund						
Revenue						
000 - Undesignated	6,596,928.37	7,788,949.00	406,112.56	8,237,341.70	448,392.70	5.76%
103 - Courts	1,000.00	0.00	0.00	0.00	0.00	0.00%
105 - Communications	0.00	0.00	7,535.15	9,922.19	9,922.19	0.00%
200 - Planning & Development	1,430,750.00	1,529,933.22	327,802.07	1,655,573.48	125,640.26	8.21%
201 - Building	1,550,000.00	1,721,000.00	79,914.62	1,796,765.37	75,765.37	4.40%
400 - Parks & Recreation	456,320.49	294,804.04	110,745.00	133,618.55	-161,185.49	54.68%
402 - Aquatics	46,350.00	60,095.00	472.00	60,567.00	472.00	0.79%
404 - Founders Day	112,900.00	147,178.22	0.00	147,178.22	0.00	0.00%
Revenue Total:	10,194,248.86	11,541,959.48	932,581.40	12,040,966.51	499,007.03	4.32%
Expense						
000 - Undesignated	5,045,620.87	4,816,088.84	1,223,040.65	2,160,972.62	2,655,116.22	55.13%
100 - City Council/Boards & Commissions	18,500.00	18,500.00	0.00	10,000.00	8,500.00	45.95%
101 - City Administrators Office	0.00	0.00	43,504.65	555,878.05	-555,878.05	0.00%
102 - City Secretary	23,220.00	14,720.00	12,867.41	161,145.65	-146,425.65	-994.74%
103 - Courts	15,500.00	10,000.00	1,000.00	11,381.43	-1,381.43	-13.81%
104 - City Attorney	115,800.00	95,000.00	15,770.04	218,631.79	-123,631.79	-130.14%
105 - Communications	11,825.00	11,876.25	15,781.47	180,596.57	-168,720.32	-1,420.65%
106 - IT	361,479.84	471,507.84	36,831.05	492,774.96	-21,267.12	-4.51%
107 - Finance	1,105,180.00	1,309,347.38	-524,062.50	1,497,073.70	-187,726.32	-14.34%
200 - Planning & Development	378,500.00	367,300.00	31,371.64	499,526.90	-132,226.90	-36.00%
201 - Building	792,700.00	1,089,000.00	65,108.05	1,451,768.88	-362,768.88	-33.31%
300 - Wastewater	1,098,692.00	1,268,691.00	22,981.68	637,730.17	630,960.83	49.73%
304 - Maintenance	2,111,017.99	1,385,387.99	595,199.81	1,518,611.04	-133,223.05	-9.62%
400 - Parks & Recreation	747,422.86	496,172.86	-51,517.09	508,059.24	-11,886.38	-2.40%
401 - DSRP	624,364.29	575,000.00	36,305.91	554,356.54	20,643.46	3.59%
402 - Aquatics	154,148.15	149,957.49	8,588.64	204,252.66	-54,295.17	-36.21%
404 - Founders Day	146,488.01	133,897.22	0.00	126,700.22	7,197.00	5.38%
500 - Emergency Management	90,503.00	116,750.00	14,119.99	309,549.91	-192,799.91	-165.14%
Expense Total:	12,840,962.01	12,329,196.87	1,546,891.40	11,099,010.33	1,230,186.54	9.98%
Fund: 100 - General Fund Surplus (Deficit):	-2,646,713.15	-787,237.39	-614,310.00	941,956.18	1,729,193.57	219.65%
Fund: 101 - Agriculture Facility Fund						
Revenue						
000 - Undesignated	47,495.00	16,160.00	24,500.00	40,660.00	24,500.00	151.61%
Revenue Total:	47,495.00	16,160.00	24,500.00	40,660.00	24,500.00	151.61%
Expense						
000 - Undesignated	47,495.00	16,160.00	0.00	0.00	16,160.00	100.00%
Expense Total:	47,495.00	16,160.00	0.00	0.00	16,160.00	100.00%
Fund: 101 - Agriculture Facility Fund Surplus (Deficit):	0.00	0.00	24,500.00	40,660.00	40,660.00	0.00%
Fund: 102 - Landscaping Facility Fund						
Revenue						
000 - Undesignated	0.00	207,420.00	0.00	207,420.00	0.00	0.00%
Revenue Total:	0.00	207,420.00	0.00	207,420.00	0.00	0.00%
Expense						
000 - Undesignated	28,300.00	22,634.91	0.00	19,334.91	3,300.00	14.58%
Expense Total:	28,300.00	22,634.91	0.00	19,334.91	3,300.00	14.58%
Fund: 102 - Landscaping Facility Fund Surplus (Deficit):	-28,300.00	184,785.09	0.00	188,085.09	3,300.00	-1.79%
Fund: 103 - Sidewalk Fund						
Revenue						
000 - Undesignated	0.00	68,960.00	0.00	29,828.96	-39,131.04	56.74%
Revenue Total:	0.00	68,960.00	0.00	29,828.96	-39,131.04	56.74%

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Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
000 - Undesignated	0.00	169,999.00	0.00	0.00	169,999.00	100.00%
Expense Total:	0.00	169,999.00	0.00	0.00	169,999.00	100.00%
Fund: 103 - Sidewalk Fund Surplus (Deficit):	0.00	-101,039.00	0.00	29,828.96	130,867.96	129.52%
Fund: 105 - Parkland Dedication Fund						
Revenue						
000 - Undesignated	0.00	516,152.00	0.00	516,152.00	0.00	0.00%
Revenue Total:	0.00	516,152.00	0.00	516,152.00	0.00	0.00%
Expense						
000 - Undesignated	107,000.00	107,000.00	107,000.00	107,000.00	0.00	0.00%
Expense Total:	107,000.00	107,000.00	107,000.00	107,000.00	0.00	0.00%
Fund: 105 - Parkland Dedication Fund Surplus (Deficit):	-107,000.00	409,152.00	-107,000.00	409,152.00	0.00	0.00%
Fund: 107 - Vehicle Replacement Fund						
Revenue						
000 - Undesignated	129,832.00	129,832.00	129,832.00	129,832.00	0.00	0.00%
Revenue Total:	129,832.00	129,832.00	129,832.00	129,832.00	0.00	0.00%
Fund: 107 - Vehicle Replacement Fund Total:	129,832.00	129,832.00	129,832.00	129,832.00	0.00	0.00%
Fund: 200 - Dripping Springs Ranch Park						
Revenue						
401 - DSRP	1,243,219.24	1,350,982.04	688,062.71	1,369,372.07	18,390.03	1.36%
Revenue Total:	1,243,219.24	1,350,982.04	688,062.71	1,369,372.07	18,390.03	1.36%
Expense						
400 - Parks & Recreation	11,000.00	9,500.00	900.00	10,124.07	-624.07	-6.57%
401 - DSRP	1,335,486.98	1,479,738.95	317,167.90	1,068,303.42	411,435.53	27.80%
Expense Total:	1,346,486.98	1,489,238.95	318,067.90	1,078,427.49	410,811.46	27.59%
Fund: 200 - Dripping Springs Ranch Park Surplus (Deficit):	-103,267.74	-138,256.91	369,994.81	290,944.58	429,201.49	310.44%
Fund: 201 - Dripping Springs Farmers Market						
Revenue						
403 - Farmers Market	80,450.59	97,963.43	19,660.90	70,371.35	-27,592.08	28.17%
Revenue Total:	80,450.59	97,963.43	19,660.90	70,371.35	-27,592.08	28.17%
Expense						
403 - Farmers Market	117,812.63	115,905.60	5,521.32	75,352.08	40,553.52	34.99%
Expense Total:	117,812.63	115,905.60	5,521.32	75,352.08	40,553.52	34.99%
Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):	-37,362.04	-17,942.17	14,139.58	-4,980.73	12,961.44	72.24%
Fund: 300 - Hotel Occupancy Tax						
Revenue						
000 - Undesignated	700,240.00	935,695.93	28,307.56	964,294.98	28,599.05	3.06%
Revenue Total:	700,240.00	935,695.93	28,307.56	964,294.98	28,599.05	3.06%
Expense						
000 - Undesignated	1,052,662.33	869,959.30	374,446.53	746,050.12	123,909.18	14.24%
Expense Total:	1,052,662.33	869,959.30	374,446.53	746,050.12	123,909.18	14.24%
Fund: 300 - Hotel Occupancy Tax Surplus (Deficit):	-352,422.33	65,736.63	-346,138.97	218,244.86	152,508.23	-232.00%
Fund: 301 - Dripping Springs Visitors Bureau						
Expense						
105 - Communications	0.00	0.00	5,216.28	30,293.67	-30,293.67	0.00%
Expense Total:	0.00	0.00	5,216.28	30,293.67	-30,293.67	0.00%
Fund: 301 - Dripping Springs Visitors Bureau Total:	0.00	0.00	5,216.28	30,293.67	-30,293.67	0.00%
Fund: 400 - Utilities						
Revenue						
000 - Undesignated	0.00	15,000.00	-29,625.70	6,306.02	-8,693.98	57.96%
300 - Wastewater	6,733,965.12	2,801,891.60	-650,008.68	2,415,130.65	-386,760.95	13.80%
301 - Water	157,800.00	152,155.97	9,102.74	154,152.90	1,996.93	1.31%

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Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
310 - Utility Operations	319,000.00	427,456.00	124,192.77	441,421.20	13,965.20	3.27%
Revenue Total:	7,210,765.12	3,396,503.57	-546,338.87	3,017,010.77	-379,492.80	11.17%
Expense						
300 - Wastewater	9,738,900.66	2,596,191.00	221,135.56	1,560,619.40	1,035,571.60	39.89%
301 - Water	140,000.00	92,000.00	4,640.26	70,700.46	21,299.54	23.15%
310 - Utility Operations	1,040,003.61	864,651.51	62,185.41	439,640.21	425,011.30	49.15%
Expense Total:	10,918,904.27	3,552,842.51	287,961.23	2,070,960.07	1,481,882.44	41.71%
Fund: 400 - Utilities Surplus (Deficit):	-3,708,139.15	-156,338.94	-834,300.10	946,050.70	1,102,389.64	705.13%
Fund: 401 - Texas Water Development Board						
Revenue						
000 - Undesignated	4,420,000.00	280,000.00	2.18	37.77	-279,962.23	99.99%
Revenue Total:	4,420,000.00	280,000.00	2.18	37.77	-279,962.23	99.99%
Expense						
000 - Undesignated	4,420,000.00	280,000.00	0.00	190.49	279,809.51	99.93%
Expense Total:	4,420,000.00	280,000.00	0.00	190.49	279,809.51	99.93%
Fund: 401 - Texas Water Development Board Surplus (Deficit):	0.00	0.00	2.18	-152.72	-152.72	0.00%
Fund: 500 - Impact Fees						
Revenue						
000 - Undesignated	1,700,000.00	2,099,060.00	168,929.46	1,888,168.01	-210,891.99	10.05%
Revenue Total:	1,700,000.00	2,099,060.00	168,929.46	1,888,168.01	-210,891.99	10.05%
Expense						
000 - Undesignated	4,143,594.62	4,143,594.62	0.00	2,908,411.50	1,235,183.12	29.81%
Expense Total:	4,143,594.62	4,143,594.62	0.00	2,908,411.50	1,235,183.12	29.81%
Fund: 500 - Impact Fees Surplus (Deficit):	-2,443,594.62	-2,044,534.62	168,929.46	-1,020,243.49	1,024,291.13	50.10%
Fund: 600 - Debt Service 2013						
Revenue						
000 - Undesignated	92,800.00	92,800.00	251.92	93,010.32	210.32	0.23%
Revenue Total:	92,800.00	92,800.00	251.92	93,010.32	210.32	0.23%
Expense						
000 - Undesignated	89,505.00	89,505.00	79,752.50	89,505.00	0.00	0.00%
Expense Total:	89,505.00	89,505.00	79,752.50	89,505.00	0.00	0.00%
Fund: 600 - Debt Service 2013 Surplus (Deficit):	3,295.00	3,295.00	-79,500.58	3,505.32	210.32	-6.38%
Fund: 601 - Debt Service 2015						
Revenue						
000 - Undesignated	706,498.56	706,498.56	2,086.53	710,765.83	4,267.27	0.60%
Revenue Total:	706,498.56	706,498.56	2,086.53	710,765.83	4,267.27	0.60%
Expense						
000 - Undesignated	711,231.76	711,231.76	0.00	711,893.42	-661.66	-0.09%
Expense Total:	711,231.76	711,231.76	0.00	711,893.42	-661.66	-0.09%
Fund: 601 - Debt Service 2015 Surplus (Deficit):	-4,733.20	-4,733.20	2,086.53	-1,127.59	3,605.61	76.18%
Fund: 602 - Debt Service 2019						
Revenue						
000 - Undesignated	1,025,533.00	1,013,533.00	2,602.97	1,028,080.79	14,547.79	1.44%
Revenue Total:	1,025,533.00	1,013,533.00	2,602.97	1,028,080.79	14,547.79	1.44%
Expense						
000 - Undesignated	983,553.00	983,553.00	0.00	984,316.41	-763.41	-0.08%
Expense Total:	983,553.00	983,553.00	0.00	984,316.41	-763.41	-0.08%
Fund: 602 - Debt Service 2019 Surplus (Deficit):	41,980.00	29,980.00	2,602.97	43,764.38	13,784.38	-45.98%
Fund: 603 - Debt Service 2022						
Revenue						
000 - Undesignated	2,431,563.06	2,389,582.88	0.00	0.00	-2,389,582.88	100.00%
Revenue Total:	2,431,563.06	2,389,582.88	0.00	0.00	-2,389,582.88	100.00%

Budget Report

For Fiscal: FY 2022-2023 Period Ending: Item 5. 3

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
000 - Undesignated	1,215,163.06	1,194,294.38	0.00	0.00	1,194,294.38	100.00%
Expense Total:	1,215,163.06	1,194,294.38	0.00	0.00	1,194,294.38	100.00%
Fund: 603 - Debt Service 2022 Surplus (Deficit):	1,216,400.00	1,195,288.50	0.00	0.00	-1,195,288.50	100.00%
Fund: 700 - Reserve						
Revenue						
000 - Undesignated	318,000.00	323,000.00	504,723.71	526,127.31	203,127.31	62.89%
Revenue Total:	318,000.00	323,000.00	504,723.71	526,127.31	203,127.31	62.89%
Expense						
000 - Undesignated	0.00	0.00	0.00	1,152.68	-1,152.68	0.00%
Expense Total:	0.00	0.00	0.00	1,152.68	-1,152.68	0.00%
Fund: 700 - Reserve Surplus (Deficit):	318,000.00	323,000.00	504,723.71	524,974.63	201,974.63	-62.53%
Fund: 800 - TIRZ 1						
Revenue						
000 - Undesignated	333,651.54	339,999.64	2,229.89	346,790.81	6,791.17	2.00%
Revenue Total:	333,651.54	339,999.64	2,229.89	346,790.81	6,791.17	2.00%
Expense						
000 - Undesignated	568,000.00	794,147.90	23,649.63	560,151.26	233,996.64	29.47%
Expense Total:	568,000.00	794,147.90	23,649.63	560,151.26	233,996.64	29.47%
Fund: 800 - TIRZ 1 Surplus (Deficit):	-234,348.46	-454,148.26	-21,419.74	-213,360.45	240,787.81	53.02%
Fund: 801 - TIRZ 2						
Revenue						
000 - Undesignated	679,875.11	676,678.54	3,028.74	680,067.02	3,388.48	0.50%
Revenue Total:	679,875.11	676,678.54	3,028.74	680,067.02	3,388.48	0.50%
Expense						
000 - Undesignated	0.00	462,470.10	5,989.38	102,257.70	360,212.40	77.89%
Expense Total:	0.00	462,470.10	5,989.38	102,257.70	360,212.40	77.89%
Fund: 801 - TIRZ 2 Surplus (Deficit):	679,875.11	214,208.44	-2,960.64	577,809.32	363,600.88	-169.74%
Fund: 900 - Public Education and Government						
Revenue						
000 - Undesignated	28,700.00	34,215.35	295.29	34,765.94	550.59	1.61%
Revenue Total:	28,700.00	34,215.35	295.29	34,765.94	550.59	1.61%
Expense						
000 - Undesignated	0.00	90,000.00	0.00	90,320.37	-320.37	-0.36%
Expense Total:	0.00	90,000.00	0.00	90,320.37	-320.37	-0.36%
Fund: 900 - Public Education and Government Surplus (Deficit):	28,700.00	-55,784.65	295.29	-55,554.43	230.22	0.41%
Fund: 901 - Heritage Road/Trail Trust						
Revenue						
000 - Undesignated	0.00	0.00	4,792.04	36,249.12	36,249.12	0.00%
Revenue Total:	0.00	0.00	4,792.04	36,249.12	36,249.12	0.00%
Expense						
000 - Undesignated	0.00	0.00	0.00	140.00	-140.00	0.00%
Expense Total:	0.00	0.00	0.00	140.00	-140.00	0.00%
Fund: 901 - Heritage Road/Trail Trust Surplus (Deficit):	0.00	0.00	4,792.04	36,109.12	36,109.12	0.00%
Report Surplus (Deficit):	-7,247,798.58	-1,204,737.48	-788,947.74	3,055,204.06	4,259,941.54	353.60%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - General Fund	-2,646,713.15	-787,237.39	-614,310.00	941,956.18	1,729,193.57
101 - Agriculture Facility Fund	0.00	0.00	24,500.00	40,660.00	40,660.00
102 - Landscaping Facility Fund	-28,300.00	184,785.09	0.00	188,085.09	3,300.00
103 - Sidewalk Fund	0.00	-101,039.00	0.00	29,828.96	130,867.96
105 - Parkland Dedication Fund	-107,000.00	409,152.00	-107,000.00	409,152.00	0.00
107 - Vehicle Replacement Fund	129,832.00	129,832.00	129,832.00	129,832.00	0.00
200 - Dripping Springs Ranch Park	-103,267.74	-138,256.91	369,994.81	290,944.58	429,201.49
201 - Dripping Springs Farmers Market	-37,362.04	-17,942.17	14,139.58	-4,980.73	12,961.44
300 - Hotel Occupancy Tax	-352,422.33	65,736.63	-346,138.97	218,244.86	152,508.23
301 - Dripping Springs Visitors Bureau	0.00	0.00	-5,216.28	-30,293.67	-30,293.67
400 - Utilities	-3,708,139.15	-156,338.94	-834,300.10	946,050.70	1,102,389.64
401 - Texas Water Development Board	0.00	0.00	2.18	-152.72	-152.72
500 - Impact Fees	-2,443,594.62	-2,044,534.62	168,929.46	-1,020,243.49	1,024,291.13
600 - Debt Service 2013	3,295.00	3,295.00	-79,500.58	3,505.32	210.32
601 - Debt Service 2015	-4,733.20	-4,733.20	2,086.53	-1,127.59	3,605.61
602 - Debt Service 2019	41,980.00	29,980.00	2,602.97	43,764.38	13,784.38
603 - Debt Service 2022	1,216,400.00	1,195,288.50	0.00	0.00	-1,195,288.50
700 - Reserve	318,000.00	323,000.00	504,723.71	524,974.63	201,974.63
800 - TIRZ 1	-234,348.46	-454,148.26	-21,419.74	-213,360.45	240,787.81
801 - TIRZ 2	679,875.11	214,208.44	-2,960.64	577,809.32	363,600.88
900 - Public Education and Government	28,700.00	-55,784.65	295.29	-55,554.43	230.22
901 - Heritage Road/Trail Trust	0.00	0.00	4,792.04	36,109.12	36,109.12
Report Surplus (Deficit):	-7,247,798.58	-1,204,737.48	-788,947.74	3,055,204.06	4,259,941.54



City Council Planning Department Staff Report

City Council Meeting: October 17, 2023
Project No: VAR2023-0006
Project Planner: Tory Carpenter, AICP – Planning Director

Item Details

Project Name: Gautam Accessory Dwelling Unit
Property Location: 264 Charro Vista Drive
Legal Description: Lot 10, Charro Vista Subdivision
Applicant: Christian Bourguignon
Property Owner: Amar Gautam
Request: Waiver to allow an accessory dwelling unit in front of the primary dwelling.
Staff Recommendation: Approval as submitted



Overview

The applicant is requesting a waiver to allow an accessory dwelling unit in front of the primary dwelling for a new home at 264 Charro Vista Drive. The property is zoned SF-2 and is within the Charro Vista subdivision.

In April 2021, the City Council adopted an ordinance updating standards for accessory dwelling units (ADUs). While this ordinance allows ADUs by right in several single-family zoning districts, there are specific standards for height, location, and size of accessory dwelling units. Any deviation from these standards requires approval of a Waiver by City Council.

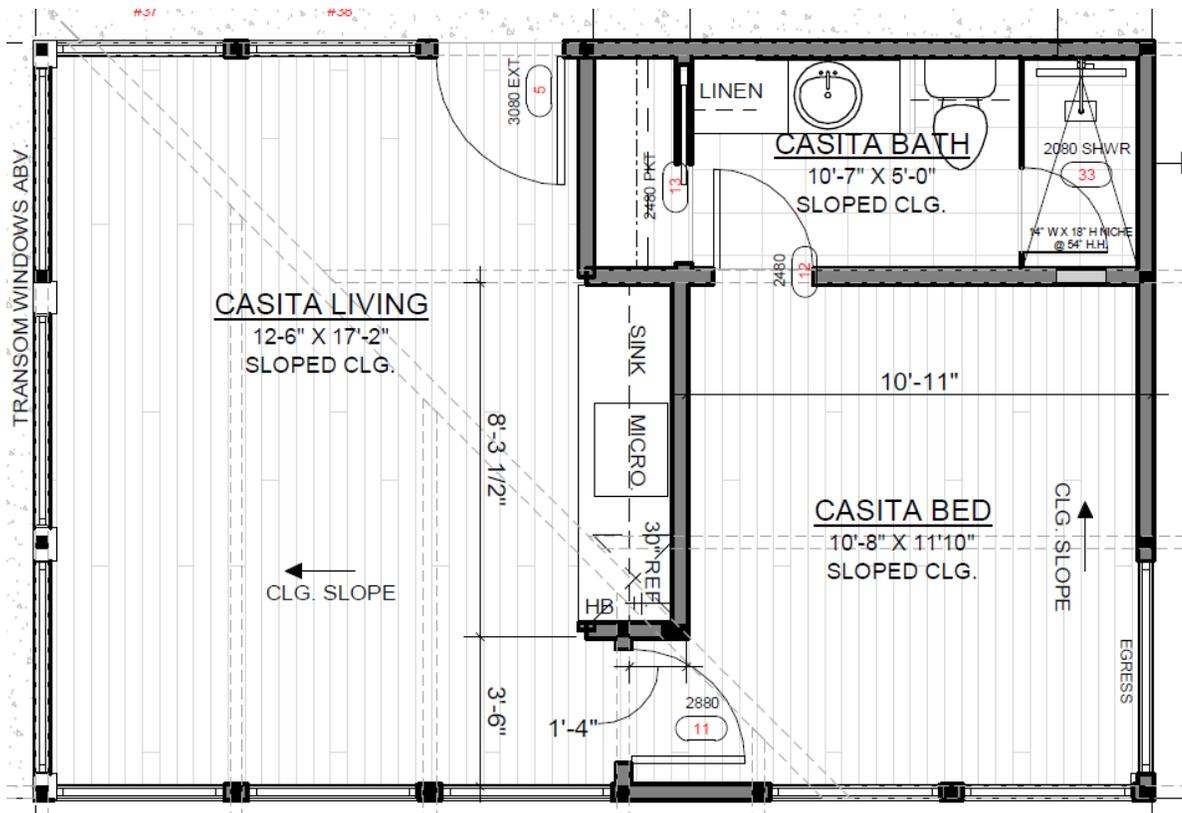
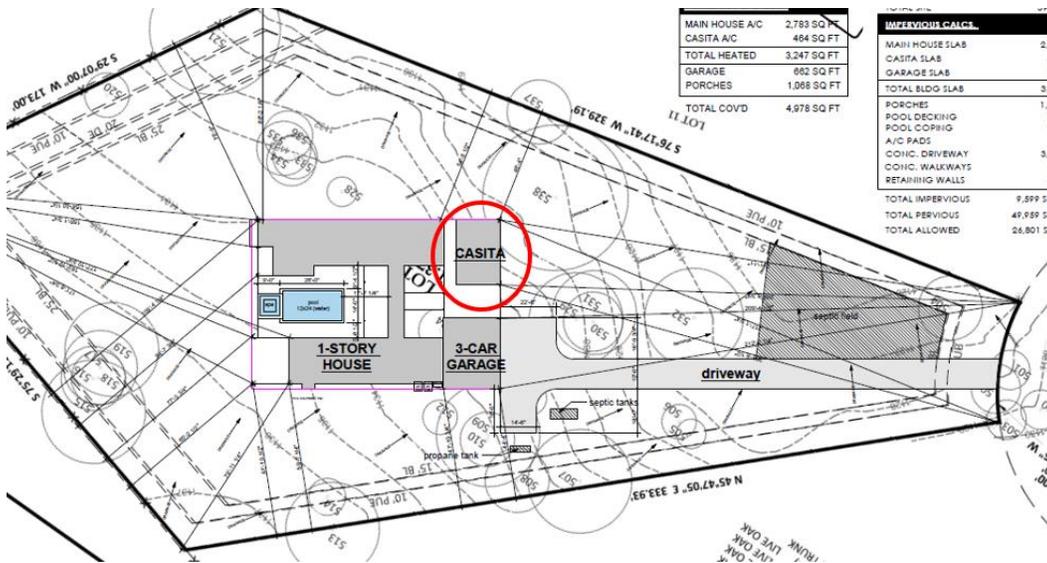
The applicant is requesting a waiver from the following sections:

5.52.2 (b)– Detached ADUs must maintain a minimum 10-foot buffer between the ADU and the primary structure. The required buffer is inclusive of any open. Air breezeway or other minimally attached method.

5.52.2 (c)– An ADU may not be located in front of a primary structure and must be at least 25 feet behind the front façade of the primary structure.

The proposed ADU consists of a 464 square foot one bedroom unit and includes a full bath and kitchen. While the unit shares a roofline with the primary structure, it is separated from the structure by a 5’ breezeway. Since the ADU does not share a full wall with the primary structure, it is considered “minimally attached” and must follow the standards associated with detached ADUs.





Surrounding Properties

The current zoning and existing uses of the adjacent properties to the north, south, east, and west are outlined in the table below:

Direction	Zoning District	Existing Use	Comprehensive Plan
North	GUI	Charro Vista Park	Not Shown
East	GUI	Charro Vista Park	
South	SF-2	Residential	
West	SF-2	Residential	

Approval Criteria for ADU Waivers (3.17.6-Zoning Ordinance)

Approval Criteria	Staff Comments
1. The requested deviation will not adversely affect neighboring properties.	The requested deviation will not adversely affect neighboring properties. While the proposed ADU is minimally attached to the primary structure, it will appear from street level that the ADU is attached to the primary structure.
2. The requested deviation is not contrary to the public interest.	The requested deviation is not contrary to the public interest.
3. The requested deviation is consistent with the design of the primary structure	The ADU will be incorporated into the design of the primary structure.
4. The requested deviation is consistent with the character of the neighborhood	The design is generally consistent with the other homes which were newly built within this subdivision.
5. The requested meets all other supplemental standards of the zoning ordinance and related land use requirements.	All other standards will be met.
6. The deviation provides for mitigation of any adverse effects or impact of the requested deviation.	Staff has not noted any adverse effects or impacts associated with this request.

Public Notification

A legal notice advertising the public hearing was placed in the signs were posted on the site, notice was placed on the City Website, and all property owners within a 300-foot radius of the site were notified of the Conditional Use Permit request. At the time of this report, staff received one general inquiry regarding the request.

Meetings Schedule

October 17, 2023 - City Council Meeting

Attachments

- Attachment 1 - Conditional Use Permit Application
- Attachment 2 – Floor Plan
- Attachment 3 – Site Plan
- Attachment 4 – ADU Standards

Recommended Action:	Staff recommends approval of the request as submitted. .
Alternatives/Options:	Approve with conditions or deny the request.
Budget/Financial Impact:	None noted.
Public Comments:	Staff has received one general inquiry.
Enforcement Issues:	N/A
Comprehensive Plan Element:	Support housing options in Dripping Springs.



DRIPPING SPRINGS
Texas

City of Dripping Springs

PHYSICAL: 511 Mercer Street • MAILING: PO Box 384
Dripping Springs, TX 78620

512.858.4725 • cityofdrippingsprings.com

ALTERNATIVE STANDARD/SPECIAL EXCEPTION/VARIANCE/WAIVER APPLICATION

Case Number (staff use only): _____ - _____

CONTACT INFORMATION

PROPERTY OWNER NAME Amar Gautam
STREET ADDRESS 3351 ~~###~~ Hidalgo Loop
CITY Roundrock STATE TX ZIP CODE 78665
PHONE (201) 628-5688 EMAIL amar@hypertrader.app

APPLICANT NAME Christian Bourguignon
COMPANY Burgundy Builders LLC
STREET ADDRESS 1601 Woods Loop
CITY Driftwood STATE TX ZIP CODE 78619
PHONE (512) 888-1415 EMAIL christian@burgundybuilders.com

APPLICATION TYPE

ALTERNATIVE STANDARD VARIANCE

SPECIAL EXCEPTION WAIVER

PROPERTY INFORMATION	
PROJECT NAME	GAUTAM CUSTOM RESIDENCE
PROPERTY ADDRESS	264 Chorro Vista Dr, Driftwood 78619
CURRENT LEGAL DESCRIPTION	LOT 10, Chorro Vista SUBDIVISION.
TAX ID#	R 169104
LOCATED IN	<input checked="" type="checkbox"/> CITY LIMITS <input type="checkbox"/> EXTRATERRITORIAL JURISDICTION <input type="checkbox"/> HISTORIC DISTRICT OVERLAY

- o Description of request & reference to section of the Code of Ordinances applicable to request:

~~SEE AT~~ Requesting Location of proposed ADU to be Allowed through granting of a WAIVER. The location does not comply with prescriptive path of ADU Ordinance.

- o Description of the hardship or reasons the Alternative Standard/Special Exception/Variance /Waiver is being requested:

SEE ATTACHED SUPPLEMENTAL SHEET

- o Description of how the project exceeds Code requirements in order to mitigate or offset the effects of the proposed alternative standard/special exception/variance/waiver:

N/A (per Tory)

APPLICANT'S SIGNATURE

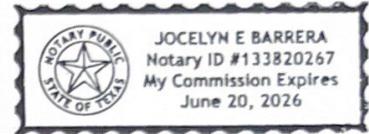
The undersigned, hereby confirms that he/she/it is the owner of the above described real property and further, that Christian Bourguignon is authorized to act as my agent and representative with respect to this Application and the City's zoning amendment process.

(As recorded in the Hays County Property Deed Records, Vol. _____, Pg. _____.)

Amar Gautam. (AMAR GAUTAM)
Name

Owner-
Title

STATE OF TEXAS §
Williamson §
COUNTY OF HAYS B §



This instrument was acknowledged before me on the 11 day of September, ~~2021~~ 2023 by Amar Gautam.

Joelynn Barrera
Notary Public, State of Texas

My Commission Expires: June 20, 2026

A.G. Amar Gautam Owner / Christian Bourguignon applicant + A.G.
Name of Applicant

CONDITIONAL USE PERMIT SUBMITTAL

All required items and information (including all applicable above listed exhibits and fees) must be received by the City for an application and request to be considered complete. **Incomplete submissions will not be accepted.** By signing below, I acknowledge that I have read through and met the above requirements for a complete submittal.

[Signature] FOR Burgundy Builders LLC 9/7/23
 Applicant Signature Date

CHECKLIST		
STAFF	APPLICANT	
<input type="checkbox"/>	<input type="checkbox"/>	Completed Application Form - including all required signatures and notarized PDF/Digital Copies of all submitted Documents
<input type="checkbox"/>	<input type="checkbox"/>	When submitting digital files, <u>a cover sheet must be included outlining what digital contents are included.</u>
<input type="checkbox"/>	<input type="checkbox"/>	Application Fee (refer to Fee Schedule)
<input type="checkbox"/>	<input type="checkbox"/>	Billing Contact Form
<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Lighting Ordinance Compliance Agreement - signed with attached photos/drawings (required if marked "Yes (Required)" on above Lighting Ordinance Section of application)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Legal Description
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Plans
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Maps/Site Plan/Plat
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Architectural Elevation (if applicable)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Explanation for request (attach extra sheets if necessary)
<input type="checkbox"/>	<input type="checkbox"/>	Public Notice Sign (refer to Fee Schedule)
	<input checked="" type="checkbox"/>	Proof of Ownership-Tax Certificate or Deed

N/A per Tory

Received on/by: _____

Project Number: _____ - _____
Only filled out by staff



DRIPPING SPRINGS
Texas

BILLING CONTACT FORM

Project Name: Gautam Custom Residence
Project Address: 264 Charro Vista Dr. Driftwood 78619
Project Applicant Name: Christian Bourguignon, Burgundy Builders LLC

Billing Contact Information

Name: AMAR GAUTAM
Mailing Address: 3351 HIDALGO LOOP
ROUND ROCK TX 78665
Email: AMAR@HYPERTRADER.APP Phone Number: 201 628 5688

Type of Project/Application (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Alternative Standard | <input type="checkbox"/> Special Exception |
| <input type="checkbox"/> Certificate of Appropriateness | <input type="checkbox"/> Street Closure Permit |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Development Agreement | <input checked="" type="checkbox"/> Waiver |
| <input type="checkbox"/> Exterior Design | <input type="checkbox"/> Wastewater Service |
| <input type="checkbox"/> Landscape Plan | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Lighting Plan | <input type="checkbox"/> Zoning |
| <input type="checkbox"/> Site Development Permit | <input checked="" type="checkbox"/> Other <u>WAIVER FOR ADU Locati</u> |

Applicants are required to pay all associated costs associated with a project's application for a permit, plan, certificate, special exception, waiver, variance, alternative standard, or agreement, regardless of City approval. Associated costs may include, but are not limited to, public notices and outside professional services provided to the City by engineers, attorneys, surveyors, inspectors, landscape consultants, lighting consultants, architects, historic preservation consultants, and others, as required. Associated costs will be billed at cost plus 20% to cover the City's additional administrative costs. Please see the online Master Fee Schedule for more details. By signing below, I am acknowledging that the above listed party is financially accountable for the payment and responsibility of these fees.

Amar Gautam.
Signature of Applicant

09/10/2023
Date

ADU WAIVER APPLICATION SUPPLEMENT

REASON FOR REQUEST:

The proposed ADU is compliant with all criteria in the newly adopted Ordinance, other than the aspects relating to its location.

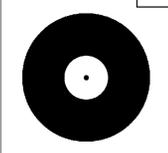
The lot is 1.37 acres, with a very long (211') driveway approach off the cul-de-sac, and in an SF-2 neighborhood, with the smallest of lots being .75 acres. The lot is heavily wooded, and the placement of the Primary House and ADU will not be visible from the street.

The ordinance requires a 10' buffer between ADU and primary structure, inclusive of any open breezeway. The proposed location has less than a 10' buffer, however with a more reasonable breezeway/walkway width, which is actually inherent to the aesthetic intent and objectives sought for this stylized architectural design.

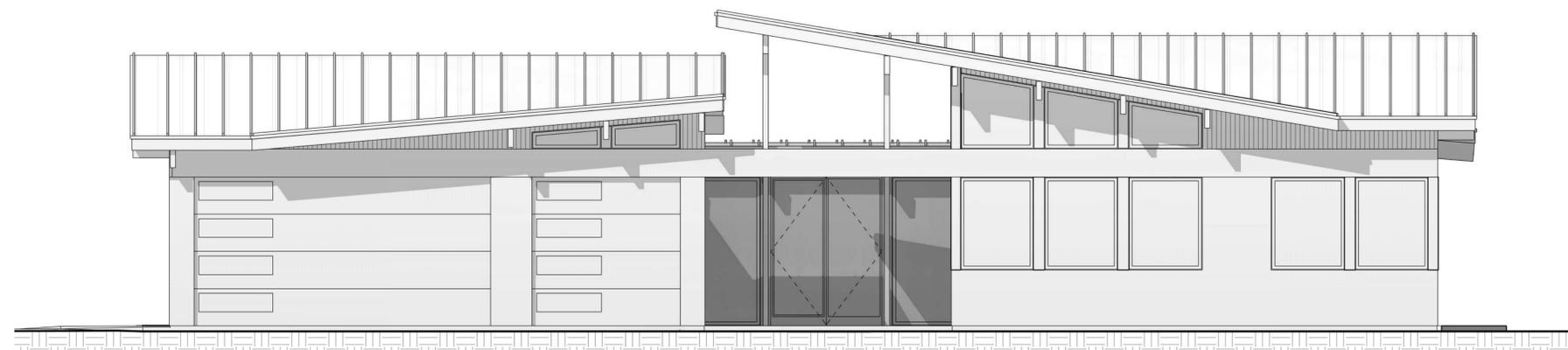
- ADU is 464 SF, well under the 700 SF limit
- ADU is within guidelines for height regulations
- ADU is consistent with the design of the Primary structure, designed in a cohesive manner by the same Architect and both structures are new construction and shall be built simultaneously, incorporating the same materials and design elements.
- Roof lines blend, and in fact are critical to the aesthetic intent of the mid century architectural design
- The placement of the ADU , in conjunction with the garage, creates a courtyard entry statement
- Front of the ADU is even with the front of the opposing garage, does not project beyond
- Right Side of ADU lines up with Right Side of Main House, does not project beyond
- The total Impervious Cover is 16%, well below the threshold of 45%.
- The planned use is as a separated private office space for the Owner and for his family guests when they come to visit
- This is a version of the "H Plan" that has been permitted and built several times within the City of Dripping Springs

I believe the proposed location and design of this ADU and this Waiver Request meets the following Waiver guidelines published in the Ordinance, Section 5, F, 5.54 (c):

- (1) will not adversely affect neighboring properties;
- (2) is not contrary to the public interest;
- (3) is consistent with the design of the primary structure;
- (4) is consistent with the character of the neighborhood;
- (5) meets all other supplemental standards of the zoning ordinance and related land use requirements; and
- (6) provides for mitigation of any adverse effects or impact of the requested deviation.



H-PLAN



MID-CENTURY H-PLAN

MidCentury Custom Homes
512.MID.1989 | www.midcenturycustomhomes.com

COVER

264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE

1	2	3	4	5	6	7
REVISIONS						

DESIGNER INITIAL

CLIENT INITIAL

1/4" = 1'-0" 5.26.23

A0.00

GENERAL PROJECT NOTES:

1. THESE CONSTRUCTION DOCUMENTS ARE INTENDED TO MEET ALL APPLICABLE CODES AND ORDINANCES. CONTRACTOR TO COMPLY WITH ALL LOCAL CODES, ORDINANCES AND DEED RESTRICTIONS. CONTRACTOR SHALL ALSO REQUIRE ALL SUBCONTRACTORS TO COMPLY WITH THESE REGULATIONS.

2. ANY DISCREPANCIES IN CONSTRUCTION DOCUMENTS OR NONCOMPLIANCE TO BE BROUGHT TO THE ATTENTION OF THE DESIGNER PRIOR TO ANY WORK BEING PERFORMED OR MATERIALS BEING ORDERED.

3. BUILDER ACCEPTS FULL RESPONSIBILITY FOR CHECKING PLANS TO ASSURE CONFORMITY TO CURRENT LOCAL BUILDING CODES. SHOULD ANY CHANGES BE MADE TO THESE PLANS BY BUILDER OR HIS REPRESENTATIVES WITHOUT CONTACTING THE DESIGNER, THE BUILDER WILL ACCEPT FULL LIABILITY FOR AMENDED PLANS.

4. THESE DRAWINGS HAVE NOT BEEN DRAWN BY A REGISTERED ARCHITECT.

5. THESE DRAWINGS/SPECS ARE INSTRUMENTS OF SERVICE AND SHALL REMAIN THE PROPERTY OF THE DESIGNER WHETHER THE PROJECT IS EXECUTED OR NOT. THESE DRAWINGS SHALL NOT BE USED BY THE CLIENT FOR OTHER PROJECTS, FOR ADDITIONS TO THIS PROJECT, OR FOR COMPLETION OF THIS PROJECT BY OTHERS WITHOUT PERMISSION OF THIS DESIGNER.

6. THESE DOCUMENTS DO NOT SHOW TYPICAL DETAILING &/OR WATERPROOFING.

7. THESE DOCUMENTS DO NOT SPECIFY ACTUAL PRODUCTS OR MATERIAL SELECTIONS. CONTRACTOR ACCEPTS FULL RESPONSIBILITY FOR APPROPRIATE AND PROPER DETAILING FOR AND BETWEEN ALL ACTUAL PRODUCTS/MATERIALS SELECTED WHEN INSTALLED.

8. ALL COMPONENTS, MATERIALS, ASSEMBLIES AND FINISHES TO BE CONSTRUCTED AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS, CODE REQUIREMENTS AND REGULATED BUILDING PRACTICES.

9. DESIGNER IS NOT RESPONSIBLE FOR MEANS AND METHODS OF CONSTRUCTION. CONTRACTOR WILL BE RESPONSIBLE FOR ALL ASPECTS OF CONSTRUCTION INCLUDING BUT NOT LIMITED TO ALL WATER AND DAMP PROOFING, LOAD CONNECTIONS AND MECHANIC, ELECTRICAL AND PLUMBING SYSTEMS.

10. ALL MATERIALS AND LABOR TO BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL PAYMENT, IN ADDITION TO ALL WARRANTIES THAT ARE STANDARD TO THE INDUSTRY. CONTRACTOR TO PROVIDE (SUPPLY AND INSTALL) ALL EQUIPMENT, LABOR SERVICES, AND MATERIALS REQUIRED FOR THE COMPLETE APPROVED INSTALLATION OF THE SYSTEMS CALLED FOR.

11. THESE DRAWINGS DO NOT INCLUDE NECESSARY COMPONENTS FOR CONSTRUCTION SAFETY. THE CONTRACTOR IS RESPONSIBLE FOR INITIATING, MAINTAINING AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS NECESSARY FOR COMPLETION OF WORK.

12. ALL DIMENSIONS TO BE VERIFIED IN THE FIELD. REPORT ANY AND ALL DISCREPANCIES, ERRORS OR OMISSIONS TO THE DESIGNER PRIOR TO COMMENCING WORK AND/OR ORDERING MATERIALS. MINOR DEVIATIONS, SUBJECT TO CONSTRUCTION REQUIREMENTS AND FIELD CONDITIONS, CAN BE EXPECTED.

13. UNDER NO CIRCUMSTANCES SHALL ANY DIMENSION BE SCALED FROM THESE DRAWINGS. ANY CRUCIAL DIMENSION NOT GIVEN SHALL BE BROUGHT TO THE ATTENTION OF THE DESIGNER.

14. ALL DIMENSIONS SHOWN ON PLAN ARE TO THE STRUCTURAL FACE OF WALL AND DO NOT INCLUDE WALL FINISHES OR FURRING.

15. THE CONTRACTOR SHALL GIVE NOTICE TO ALL AUTHORIZED INSPECTORS, SUPERINTENDENTS OR PERSONS OVERSEEING UTILITIES AFFECTED BY HIS OPERATIONS, PRIOR TO COMMENCING WORK.

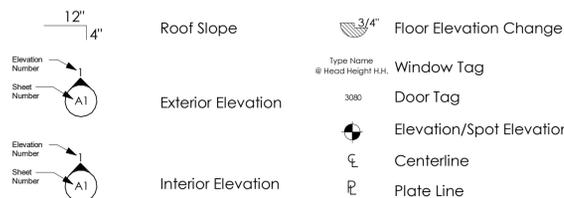
16. THE CONTRACTOR IS TO FILE FOR, AND SECURE ALL APPROVALS, PERMITS, TESTS, INSPECTIONS AND CERTIFICATES OF COMPLIANCE AS REQUIRED. THE CONTRACTOR IS RESPONSIBLE FOR ASSURING THAT ALL PERMITS NECESSARY TO LEGALLY PERFORM THE WORK HAVE BEEN OBTAINED PRIOR TO COMMENCING CONSTRUCTION.

17. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SITE CONDITIONS BEFORE STARTING WORK. SHOULD A DISCREPANCY APPEAR, NOTIFY THE DESIGNER FOR DIRECTION ON HOW TO PROCEED.

18. IN CASE OF DISCREPANCIES OR CONFLICTS ON THE DRAWINGS AND SPECIFICATIONS, OR BETWEEN THE DRAWINGS AND THE EXISTING CONDITIONS, CONTACT THE DESIGNER OR OWNER BEFORE PROCEEDING WITH THE WORK.

19. CONTRACTOR SHALL CLEAN UP CONSTRUCTION AREAS AFFECTED BY DAILY WORK AND MAINTAIN A CLEAN AND ORDERLY WORK AREA AT ALL TIMES. REMOVE MATERIALS TO APPROVED DUMP SITES ONLY.

GRAPHIC SYMBOLS



DOOR SCHEDULE					
Level	Mark	Type	Head Height	Comments	Count
FIRST FLOOR	29	(2)1680	8' - 0 3/4"		1
FIRST FLOOR	20	(2)2080	8' - 0"		1
FIRST FLOOR	15	(2)2080	8' - 0"		1
FIRST FLOOR	25	(2)2080	8' - 0"		1
FIRST FLOOR	1	(2)3080 EXT.	8' - 0"	FRONT DOOR	1
FIRST FLOOR	2	(2)3080 EXT.	8' - 0"	BACK GALLERY DOOR	1
FIRST FLOOR	36	(2) 4080 EXT SLIDER	8' - 0"	EXTERIOR GLASS SLIDER - ORDER THROUGH WINDOW MANU.	1
FIRST FLOOR	38	(4) 4080 EXT Slider	8' - 0"		1
FIRST FLOOR	39	10'6" (3680) slider	8' - 0"		1
FIRST FLOOR	18	1680	8' - 0"		1
FIRST FLOOR	22	2080 PKT	8' - 0"		1
FIRST FLOOR	23	2080 PKT	8' - 0"		1
FIRST FLOOR	32	2080 SHWR	8' - 0"		1
FIRST FLOOR	33	2080 SHWR	8' - 0"		1
FIRST FLOOR	12	2480	8' - 0"		1
FIRST FLOOR	13	2480 PKT	8' - 0"		1
FIRST FLOOR	30	2480 PKT	8' - 0"		1
FIRST FLOOR	17	2680	8' - 0"		1
FIRST FLOOR	21	2680	8' - 0"		1
FIRST FLOOR	8	2680	8' - 0"	HVAC RATED DOOR	1
FIRST FLOOR	24	2680	8' - 0"		1
FIRST FLOOR	10	2680 PKT	8' - 0"		1
FIRST FLOOR	9	2680 PKT	8' - 0"		1
FIRST FLOOR	31	2680 TEMP. GLS.	8' - 0"		1
FIRST FLOOR	11	2880	8' - 0"		1
FIRST FLOOR	26	2880	8' - 0"		1
FIRST FLOOR	16	2880	8' - 0"		1
FIRST FLOOR	19	2880	8' - 0"		1
FIRST FLOOR	14	2880	8' - 0"		1
FIRST FLOOR	28	2880	8' - 0"		1
FIRST FLOOR	27	3080	8' - 0"		1
FIRST FLOOR	7	3080	8' - 0"	FIRERATED - AUTO CLOSE HINGE	1
FIRST FLOOR	5	3080 EXT.	8' - 0"	EXTERIOR FULL LITE DOOR	1
FIRST FLOOR	4	3080 EXT.	8' - 0"	EXTERIOR FULL LITE DOOR	1
FIRST FLOOR	3	3080 EXT.	8' - 0"	EXTERIOR FULL LITE DOOR	1
FIRST FLOOR	41	4080 EXT.	8' - 0"		1
FIRST FLOOR	34	8080	8' - 0"	GARAGE DOOR	1
FIRST FLOOR	35	16080	8' - 0"	GARAGE DOOR	1

38

DOOR SCHEDULE NOTES

- * PASSAGE SETS TO CONTAIN THUMB LOCKS AT ALL BEDROOMS AND BATHROOMS, EXCEPT FOR DOUBLE DOOR LOCATIONS
- * ALL DOORS FROM GARAGE INTO HOUSE TO BE FIRE RATED ACCORDING TO IRC 2006 REQUIREMENTS SECTION R 309.1
- * POCKET DOORS TO HAVE CONTINUOUS PLYWOOD SHEATHING ENCLOSING POCKET UNIT

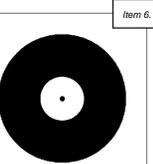
WINDOW SCHEDULE					
Level	Type	Mark	Head Height	Comments	Count
	Windows 1	1, 2, 3			1
	Windows 1	1809		Custom Gable Windows	1
FIRST FLOOR	37.520	60	10' - 6"		1
FIRST FLOOR	37.520	61	10' - 6"		1
FIRST FLOOR	37.520	62	10' - 6"		1
FIRST FLOOR	3050	27	8' - 3"		1
FIRST FLOOR	3620	45	10' - 6"		1
FIRST FLOOR	3620	44	10' - 6"		1
FIRST FLOOR	3620	43	10' - 6"		1
FIRST FLOOR	3680	48	8' - 3"		1
FIRST FLOOR	3680	47	8' - 3"		1
FIRST FLOOR	3680	46	8' - 3"		1
FIRST FLOOR	4016	24	8' - 0"		1
FIRST FLOOR	4020	36	10' - 0"		1
FIRST FLOOR	4020	35	10' - 0"		1
FIRST FLOOR	4050	2	8' - 0"		1
FIRST FLOOR	4050	5	8' - 0"		1
FIRST FLOOR	4050	4	8' - 0"		1
FIRST FLOOR	4050	3	8' - 0"		1
FIRST FLOOR	4050	37	8' - 0"		1
FIRST FLOOR	4050	1	8' - 0"		1
FIRST FLOOR	4050	38	8' - 0"		1
FIRST FLOOR	4080	10	8' - 0"		1
FIRST FLOOR	4080	34	8' - 0"		1
FIRST FLOOR	4080	33	8' - 0"		1
FIRST FLOOR	4080	11	8' - 0"		1
FIRST FLOOR	4080	12	8' - 0"		1
FIRST FLOOR	4080	32	8' - 0"		1
FIRST FLOOR	4080	31	8' - 0"		1
FIRST FLOOR	4080	9	8' - 0"		1
FIRST FLOOR	4616	20	8' - 0"		1
FIRST FLOOR	4616	21	8' - 0"		1
FIRST FLOOR	4616	49	10' - 0"		1
FIRST FLOOR	4616	50	10' - 0"		1
FIRST FLOOR	4616	51	10' - 0"		1
FIRST FLOOR	4616	52	10' - 0"		1
FIRST FLOOR	4616	53	10' - 0"		1
FIRST FLOOR	4616	19	8' - 0"		1
FIRST FLOOR	4680	40	8' - 3"		1
FIRST FLOOR	4680	42	8' - 3"		1
FIRST FLOOR	4680	41	8' - 3"		1
FIRST FLOOR	4680	54	8' - 3"		1
FIRST FLOOR	4680	55	8' - 3"		1
FIRST FLOOR	4680	56	8' - 3"		1
FIRST FLOOR	4680	57	8' - 3"		1
FIRST FLOOR	4680	58	8' - 3"		1
FIRST FLOOR	4680	65	8' - 0"		1
FIRST FLOOR	4680	66	8' - 0"		1
FIRST FLOOR	5040	29	12' - 6"		1
FIRST FLOOR	5040	30	12' - 6"		1
FIRST FLOOR	5040	59	12' - 6"		1
FIRST FLOOR	5046	28	8' - 0"		1
FIRST FLOOR	5050	26	8' - 0"		1
FIRST FLOOR	5050	25	8' - 0"		1
FIRST FLOOR	5050	23	8' - 0"		1
FIRST FLOOR	5050	22	8' - 0"		1
FIRST FLOOR	5616	18	8' - 0"		1

57

TOTAL COV'D CALCS.	
MAIN HOUSE A/C	2,783 SQ FT
CASITA A/C	464 SQ FT
TOTAL HEATED	3,247 SQ FT
GARAGE	662 SQ FT
PORCHES	1,068 SQ FT
TOTAL COV'D	4,978 SQ FT

SHEET INDEX	
0.0	PRESENTATION
A0.00	COVER
A0.01	INDEX
A1.00	SITE PLAN
A2.00	FIRST FLOOR PLAN
A2.01	FIRST FLOOR PLAN DIMENSIONED
A3.00	ROOF PLAN
A4.00	EXTERIOR ELEVATIONS
A4.01	EXTERIOR ELEVATIONS
A4.02	EXTERIOR ELEVATIONS
A4.10	BUILDING SECTIONS
A5.00	RENDERINGS & GRAPHICS
A6.00	REFLECTED CEILING PLAN
A7.10	INTERIOR ELEVATIONS
A7.11	INTERIOR ELEVATIONS
M1.00	MECHANICAL FLOOR PLAN
P1.00	PLUMBING FLOOR PLAN
S1.00	FIRST FLOOR STRUCTURAL DIAGRAM
S1.01	SLAB DIAGRAM

REFERENCE FLOOR PLANS AND ELEVATIONS FOR SIZE AND QUANTITY VERIFICATION REQUIRED FOR PROCUREMENT



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INDEX
 264 CHARRO VISTA DR, DRIFTWOOD, TX
 GAUTAM RESIDENCE

1	2	3	4	5	6	7
REVISIONS						

DESIGNER INITIAL

CLIENT INITIAL

1/4" = 1'-0" 5.26.23

A0.01



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SITE PLAN

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GAUTAM RESIDENCE

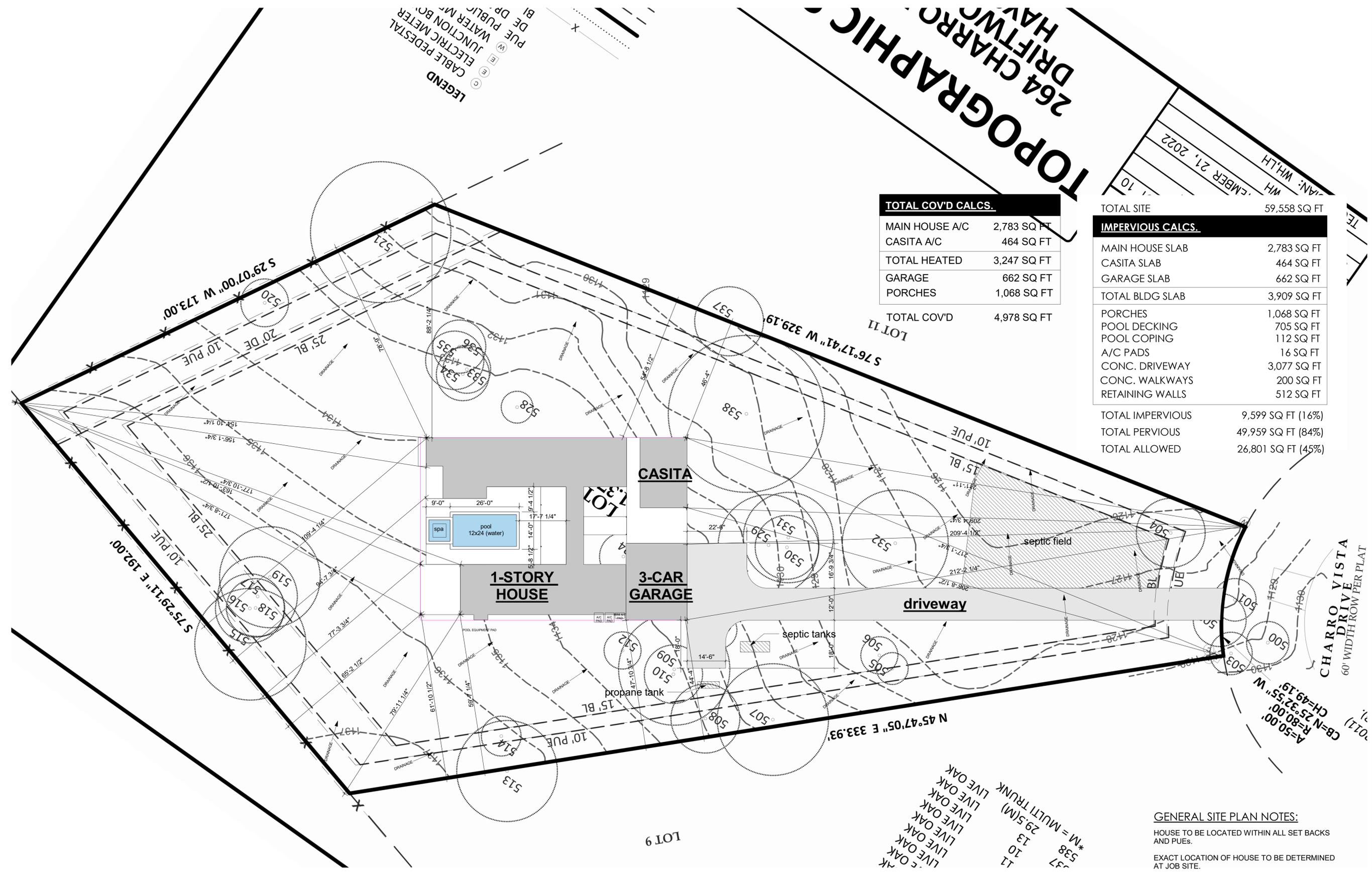
NO.	REVISIONS
1	
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3	
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7	

DESIGNER INITIAL

CLIENT INITIAL

As indicated 5.26.23

A1.00



TOTAL COV'D CALCS.	
MAIN HOUSE A/C	2,783 SQ FT
CASITA A/C	464 SQ FT
TOTAL HEATED	3,247 SQ FT
GARAGE	662 SQ FT
PORCHES	1,068 SQ FT
TOTAL COV'D	4,978 SQ FT

TOTAL SITE	
59,558 SQ FT	
IMPERVIOUS CALCS.	
MAIN HOUSE SLAB	2,783 SQ FT
CASITA SLAB	464 SQ FT
GARAGE SLAB	662 SQ FT
TOTAL BLDG SLAB	3,909 SQ FT
PORCHES	1,068 SQ FT
POOL DECKING	705 SQ FT
POOL COPING	112 SQ FT
A/C PADS	16 SQ FT
CONC. DRIVEWAY	3,077 SQ FT
CONC. WALKWAYS	200 SQ FT
RETAINING WALLS	512 SQ FT
TOTAL IMPERVIOUS	9,599 SQ FT (16%)
TOTAL PERVIOUS	49,959 SQ FT (84%)
TOTAL ALLOWED	26,801 SQ FT (45%)

GENERAL SITE PLAN NOTES:

HOUSE TO BE LOCATED WITHIN ALL SET BACKS AND PUES.

EXACT LOCATION OF HOUSE TO BE DETERMINED AT JOB SITE.

DRIVEWAY LAYOUT FOR REFERENCE ONLY. ACTUAL MAY VARY. MATERIAL PER OWNER. VERIFY COMPLIANCE WITH JURISDICTIONAL AUTHORITY PRIOR TO CONSTRUCTION.

1 Site Plan
1/16" = 1'-0"

LEGEND

- (C) CABLE PEDESTAL
- (E) ELECTRIC METER
- (J) JUNCTION BOX
- (W) PUE WATER METER
- (M) DE. DP.

TOPOGRAPHIC
264 CHARRO VISTA DR
DRIFTWOOD, TX

*M = MULTI TRUNK

37 LIVE OAK

13 LIVE OAK

29.5(M) LIVE OAK

10 LIVE OAK

11 LIVE OAK

CHARRO VISTA DRIVE
60' WIDTH ROW PER PLAT

LOT 9

LOT 11



1 FIRST FLOOR PLAN
1/4" = 1'-0"

FLOOR PLAN GENERAL NOTES

- REFER TO SHEET A0.00 FOR ADDITIONAL GENERAL NOTES.
- DIMENSIONS SHOWN ON THE FLOOR PLANS ARE TO THE FACE OF STUD ON WALLS, UNLESS OTHERWISE INDICATED.
- ALL SINKS AND LAVATORIES SHALL BE MOUNTED SO THAT THE CENTERLINE OF THE FIXTURE IS 1'-3" MIN. TO THE FACE OF ADJACENT FIXED EQUIPMENT, PARTITIONS, CASEWORK, WALLS, ETC. AND 1'-3" MIN. TO THE CENTER OF AN ADJACENT FIXTURE.
- ALL INTERIOR AND EXTERIOR WALLS TO BE 4" STUD WITH DOUBLE SIDED GYP UNLESS OTHERWISE NOTED.
- RE: SHEET A0.04 FOR PARTITION TYPE SCHEDULE ALL WALLS TO BE LEVEL 7 FINISH UNLESS OTHERWISE SPECIFIED.
- DOORS INSTALLED ADJACENT TO PERPENDICULAR WALL SHALL BE LOCATED 4 1/2" (3 STUD WIDTHS) FROM FACE OF FLANKING WALL STUDS.
- ALL CONSTRUCTION AND SPECIFICATIONS TO COMPLY WITH CURRENT BUILDING CODES, INCLUDING BUT NOT LIMITED TO BEDROOM WINDOWS, CHIMNEYS, FIREPLACES, STAIRWAYS, HANDRAILS, DUCTWORK, ELECTRICAL FIXTURES, ATTIC ACCESS, CLASS USED IN SHOWER, VENTILATION, WALL BRACING, FOUNDATION, SLAB, SITE DRAINAGE, STRUCTURAL LOADS, IRRIGATION, ATTIC VENTILATION, ROOFING MATERIALS & REQUIREMENTS, CONCRETE PSI, BASEMENT CONSTRUCTION INCLUDING WATERPROOFING AND VENTILATION, AND ENGINEERING WHEN NECESSARY.
- THESE PLANS ARE INTENDED TO PROVIDE THE BASIC CONSTRUCTION INFORMATION NECESSARY TO CONSTRUCT THIS STRUCTURE. THEREFORE THESE PLANS MUST BE FIELD VERIFIED AND CHECKED COMPLETELY BY THE GENERAL CONTRACTOR OR SUBCONTRACTOR. ALL CODES, ORDINANCES, AND REQUIREMENTS FEDERAL, STATE AND LOCAL, TAKE PRECEDENCE OVER ANY PART OF THESE DOCUMENTS WHICH MAY CONFLICT WITH THESE AGENCIES RULES AND/OR REGULATIONS AND MUST BE ADHERED TO BEFORE AND DURING CONSTRUCTION. THESE PLANS AND ARE USE ARE THE PROPERTY OF THE DESIGNER AND ARE NOT TO BE REPRODUCED, USED FOR OTHER CONSTRUCTION, TRACED, REDRAWN, OR WE USED WITHOUT THE WRITTEN PERMISSION OF THE DESIGNER.
- DIMENSIONS SHOWING ON THE FLOORPLAN ARE NOMINAL. SLIGHT FIELD ADJUSTMENTS MAY BE NECESSARY. BUILDER/CONTRACTORS TAKE FULL RESPONSIBILITY FOR ANY CHANGES MADE IN THE FIELD.
- WINDOW SIZES ARE FOR REFERENCE. EXACT WINDOW SIZE AND TYPE SHALL BE SELECTED BY BUILDER IN ACCORDANCE WITH ALL BUILDING CODES. PROVIDE FIRE EGRESS AND BEDROOM WINDOWS AS PER CODE.
- PROVIDE ATTIC VENTILATION AS PER BUILDING CODES.
- BUILDER IS TO CONSULT WITH AN ENGINEER TO ACCOMMODATE REQUIREMENTS DUE TO SLOPING LOT PRIOR TO COMMENCEMENT OF ENGINEER.

FLOOR PLAN LEGEND

- NEW CONSTRUCTION
- COLUMN GRID
- EXTERIOR ELEVATION TAG
- INTERIOR ELEVATION TAG
- BUILDING SECTION TAG
- WALL SECTION TAG
- ENLARGED CALL OUT
- DOOR TAG
- PARTITION TAG
- WINDOW DIMENSION

ROOM NAME
0'-0" X 0'-0" ROOM TAG
CEILING DESC.

FLOOR PLAN NOTES BY NUMBER

TOTAL COVD CALCS.

MAIN HOUSE A/C	2,783 SQ FT
CASITA A/C	464 SQ FT
TOTAL HEATED	3,247 SQ FT
GARAGE	662 SQ FT
PORCHES	1,068 SQ FT
TOTAL COVD	4,978 SQ FT

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FIRST FLOOR PLAN

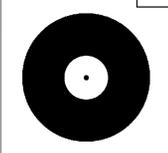
264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE

NO.	REVISIONS
1	
2	
3	
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7	

DESIGNER INITIAL
CLIENT INITIAL

1/4" = 1'-0" 5.26.23

A2.00



NO.	REVISIONS
1	
2	
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DESIGNER INITIAL
CLIENT INITIAL

1/4" = 1'-0" 5.26.23

FLOOR PLAN GENERAL NOTES

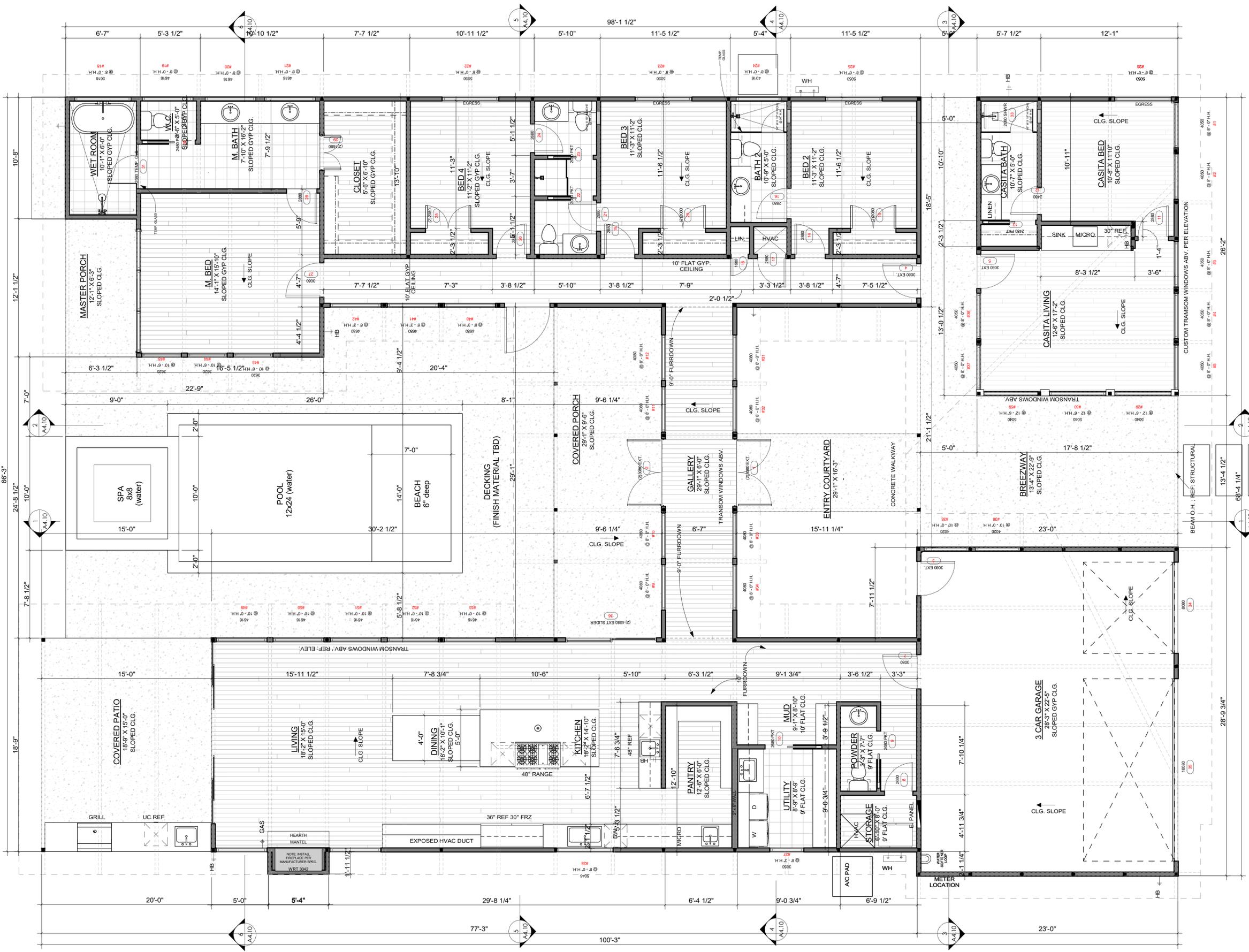
- REFER TO SHEET A0.00 FOR ADDITIONAL GENERAL NOTES.
- DIMENSIONS SHOWN ON THE FLOOR PLANS ARE TO THE FACE OF STUD ON WALLS, UNLESS OTHERWISE INDICATED.
- ALL SINKS AND LAVATORIES SHALL BE MOUNTED SO THAT THE CENTERLINE OF THE FIXTURE IS 1'-3" MIN. TO THE FACE OF ADJACENT FIXED EQUIPMENT, PARTITIONS, CASEWORK, WALLS, ETC. AND 1'-3" MIN. TO THE CENTER OF AN ADJACENT FIXTURE.
- ALL INTERIOR AND EXTERIOR WALLS TO BE 4" STUD WITH DOUBLE SIDED GYP UNLESS OTHERWISE NOTED.
- RE: SHEET A0.04 FOR PARTITION TYPE SCHEDULE ALL WALLS TO BE LEVEL 7 FINISH UNLESS OTHERWISE SPECIFIED
- DOORS INSTALLED ADJACENT TO PERPENDICULAR WALL SHALL BE LOCATED 4 1/2" (3 STUD WIDTHS) FROM FACE OF FLANKING WALL STUDS
- ALL CONSTRUCTION AND SPECIFICATIONS TO COMPLY WITH CURRENT BUILDING CODES, INCLUDING BUT NOT LIMITED TO BEDROOM WINDOWS, CHIMNEYS, FIREPLACES, STAIRWAYS, HANDRAILS, DUCTWORK, ELECTRICAL FIXTURES, ATTIC ACCESS, CLASS USED IN SHOWER, VENTILATION, WALL BRACING, FOUNDATION, SLAB, SITE DRAINAGE, STRUCTURAL LOADS, IRRIGATION, ATTIC VENTILATION, ROOFING MATERIALS & REQUIREMENTS, CONCRETE PSI, BASEMENT CONSTRUCTION INCLUDING WATERPROOFING AND VENTILATION, AND ENGINEERING WHEN NECESSARY.
- THESE PLANS ARE INTENDED TO PROVIDE THE BASIC CONSTRUCTION INFORMATION NECESSARY TO CONSTRUCT THIS STRUCTURE. THEREFORE THESE PLANS MUST BE FIELD VERIFIED AND CHECKED COMPLETELY BY THE GENERAL CONTRACTOR OR SUBCONTRACTOR. ALL CODES, ORDINANCES, AND REQUIREMENTS FEDERAL, STATE AND LOCAL, TAKE PRECEDENCE OVER ANY PART OF THESE DOCUMENTS WHICH MAY CONFLICT WITH THESE AGENCIES RULES AND/OR REGULATIONS AND MUST BE ADHERE TO BEFORE AND DURING CONSTRUCTION. THESE PLANS AND ARE USE ARE THE PROPERTY OF THE DESIGNER AND ARE NOT TO BE REPRODUCED, USED FOR OTHER CONSTRUCTION, TRACED, REDRAWN, OR WE USED WITHOUT THE WRITTEN PERMISSION OF.
- DIMENSIONS SHOWING ON THE FLOORPLAN ARE NOMINAL. SLIGHT FIELD ADJUSTMENTS MAY BE NECESSARY. BUILDER/CONTRACTORS TAKE FULL RESPONSIBILITY FOR ANY CHANGES MADE IN THE FIELD.
- WINDOW SIZES ARE FOR REFERENCE. EXACT WINDOW SIZE AND TYPE SHALL BE SELECTED BY BUILDER IN ACCORDANCE WITH ALL BUILDING CODES; PROVIDE FIRE EGRESS AND BEDROOM WINDOWS AS PER CODE.
- PROVIDE ATTIC VENTILATION AS PER BUILDING CODES.
- BUILDER IS TO CONSULT WITH AN ENGINEER TO ACCOMMODATE REQUIREMENTS DUE TO SLOPING LOT PRIOR TO COMMENCEMENT OF ENGINEER.

FLOOR PLAN LEGEND

- NEW CONSTRUCTION
- COLUMN GRID
- EXTERIOR ELEVATION TAG
- INTERIOR ELEVATION TAG
- BUILDING SECTION TAG
- WALL SECTION TAG
- ENLARGED CALL OUT
- DOOR TAG
- PARTITION TAG
- WINDOW DIMENSION

ROOM NAME
0'-0" X 0'-0"
CEILING DESC.

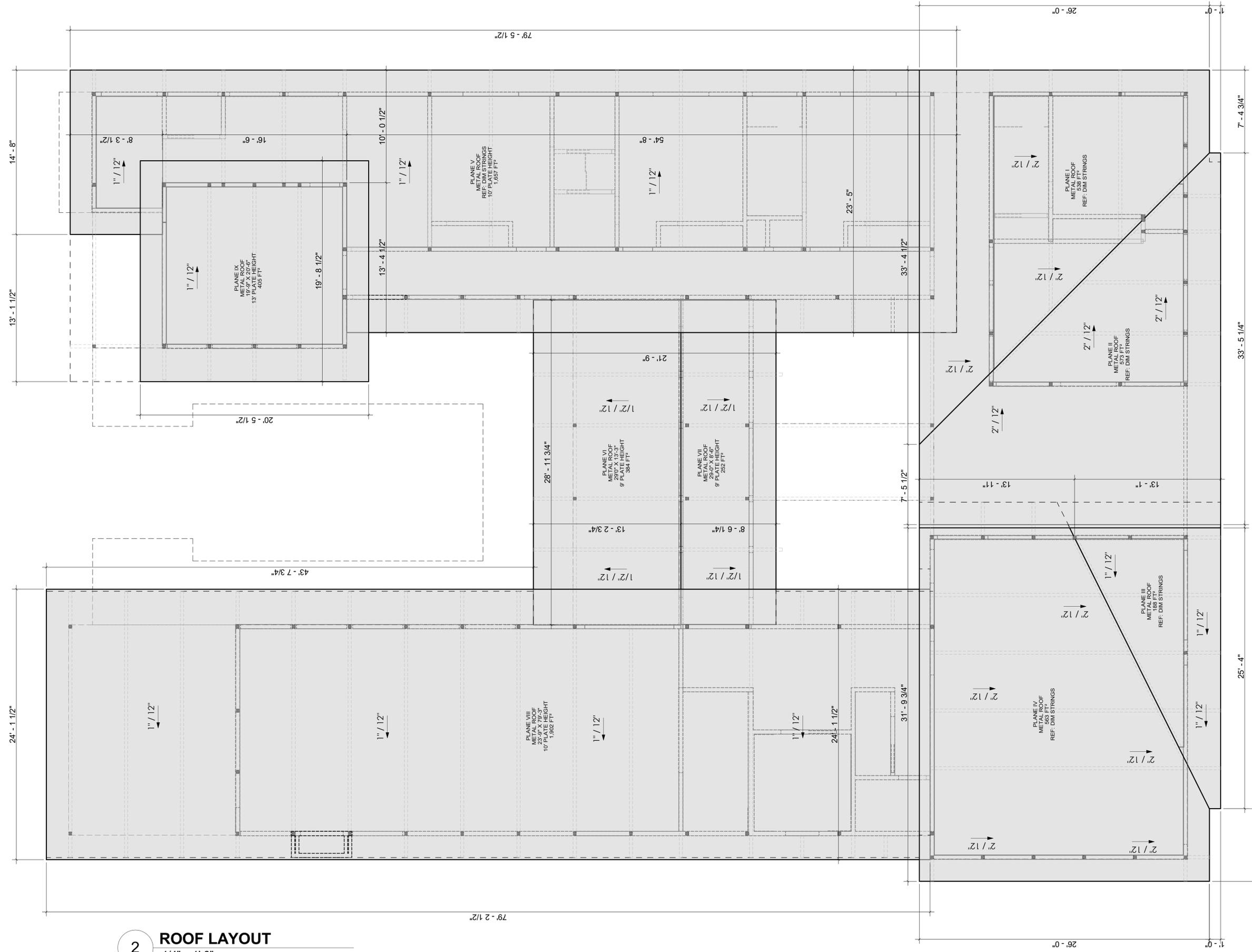
FLOOR PLAN NOTES BY NUMBER



1 FIRST FLOOR
1/4" = 1'-0" PLAN
DIMENSIONED

TOTAL COV'D CALCS.

MAIN HOUSE A/C	2,783 SQ FT
CASITA A/C	464 SQ FT
TOTAL HEATED	3,247 SQ FT
GARAGE	662 SQ FT
PORCHES	1,068 SQ FT
TOTAL COV'D	4,978 SQ FT



ROOF PLAN GENERAL NOTES

- PITCHES TO BE AS NOTED ON PLANS.
- ALL PLUMBING, APPLIANCE AND GAS VENTS TO VENT TO REAR OF ROOF RIDGE WHEREVER POSSIBLE. ALL VENTS TO BE GANGED TO THE FEWEST NUMBER POSSIBLE PENETRATING THE ROOF.
- ALL OVERHANGS TO BE AT LEAST 18" FROM THE FRAMEWALL UNLESS NOTED OTHERWISE.
- ALL FRAMING TO BE PER ENGINEER'S SPECIFICATIONS.
- BUILDER ACCEPTS FULL RESPONSIBILITY FOR CHECKING PLANS TO ASSURE CONFORMITY TO CURRENT LOCAL BUILDING CODES. SHOULD ANY CHANGES BE MADE TO THESE PLANS BY BUILDER OR HIS REPRESENTATIVES WITHOUT CONTACTING THE DESIGNER, THE BUILDER WILL ACCEPT FULL LIABILITY FOR AMENDED PLANS.
- ALL LOAD BEARING HEADERS & CONCEALED OR DROPPED BEAMS TO BE DESIGNED PER ENGINEER OR BUILDER.
- ALL POSTS, BEAMS, TRUSSES, ETC. TO BE SIZED AND APPROVED BY ENGINEER. POSTS TO BE DOUG. FIR.
- OPEN CELL SPRAY FOAM INSULATION PER SUPPLIER AT ALL ENCLOSED ATTIC AREAS TO CREATE CONDITIONED ATTIC SPACE.
- ENGINEERED FRAMING AND WIND BRACING TO BE PROVIDED BY OTHERS
- CHIMNEY TO BE CONSTRUCTED TO MEET INTERNATIONAL RESIDENTIAL CODE REQUIREMENTS
- ROOFER IS RESPONSIBLE FOR CALLING OUT AND CONSTRUCTING CRICKETS TO CODE.

ROOF PLAN LEGEND

- CRICKET
- SHINGLE ROOF
- METAL ROOF
- STRUCTURAL FRAMING BELOW
- WALLS BELOW
- SPOT SLOPE
- HIDDEN ROOF PLANE BELOW

LEGEND

- ROOF PLANE
- STRUCTURAL FRAME BELOW
- STRUCTURAL BEAM
- HIDDEN ROOF PLANE BELOW
- STRUCTURAL POST

2 ROOF LAYOUT
1/4" = 1'-0"

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NO.	REVISIONS
1	
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7	

DESIGNER INITIAL _____

CLIENT INITIAL _____

1/4" = 1'-0" 5.26.23

A3.00

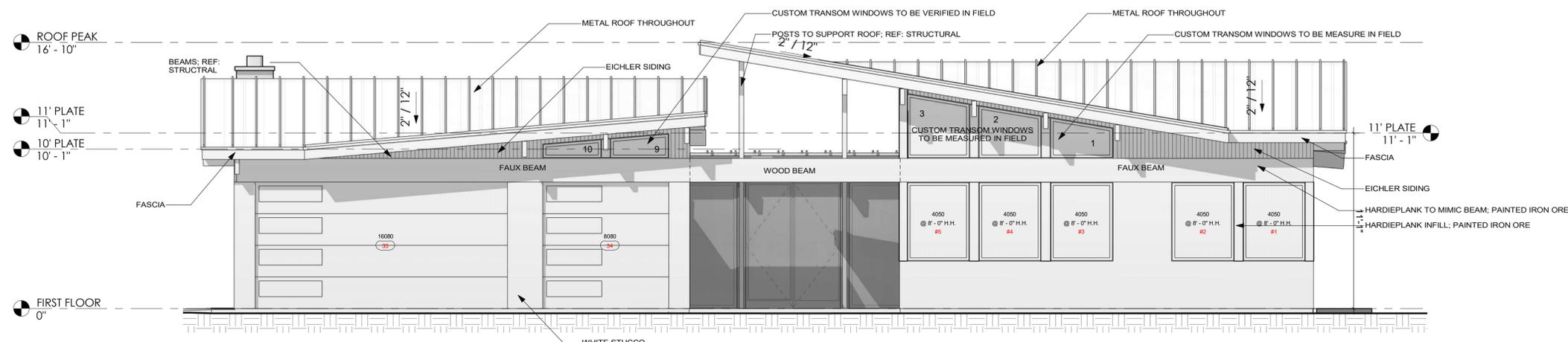


GENERAL ELEVATION NOTES:

- 2.) MAXIMUM 12" EXPOSED FOUNDATION ABOVE FINISHED GRADE OR PER SUBDIVISION REQUIREMENTS. NO EXPOSED GALVANIZED FLASHING ALLOWED.
- 3.) GRADE LINES SHOWN ON ELEVATION DRAWINGS SHALL NOT BE CONSTRUED TO REPRESENT ACTUAL FINISH GRADES. VERIFY FINISH GRADE ON JOB SITE.
- 4.) ACTUAL ELEVATIONS TO VARY PER GRADE OF EXISTING LOT.
- 5.) ALL PLUMBING, APPLIANCE AND GAS VENTS TO BE GANGED TO THE FEWEST NUMBER POSSIBLE PENETRATING THE ROOF AND KEPT TO REAR OF ROOF WHEREVER POSSIBLE.
- 6.) CHIMNEY/FLUE, IF REQUIRED, AT MINIMUM DIMENSIONAL HEIGHT REQUIREMENTS PER CODE. BUILDER RESPONSIBLE FOR CONSTRUCTING CHIMNEY/FLUE TO ENSURE PROPER DRAW FOR FIREPLACE BASED ON HOUSE & SITE ORIENTATION VERSUS PREVAILING WINDS.
- 7.) ALL ATTIC AND GARAGE WINDOWS TO APPEAR FINISHED OUT.



2 REAR ELEVATION
 1/4" = 1'-0"



1 FRONT ELEVATION
 1/4" = 1'-0"

1	2	3	4	5	6	7
REVISIONS						

DESIGNER INITIAL

CLIENT INITIAL

1/4" = 1'-0" 5.26.23

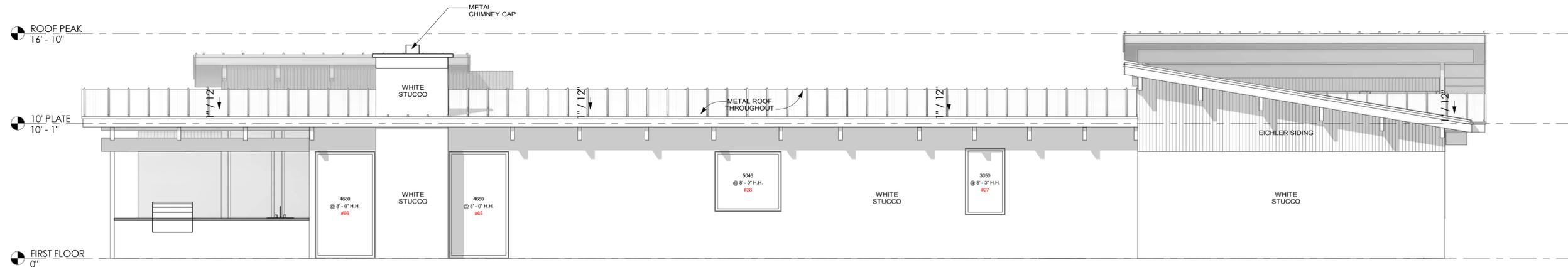
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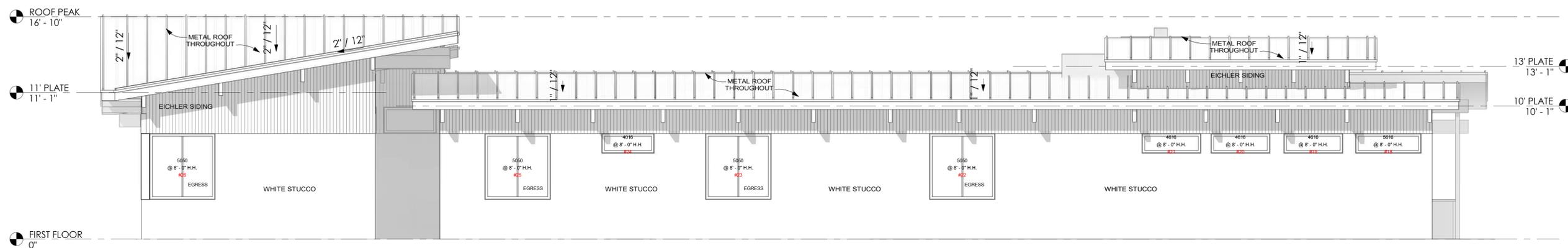
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EXTERIOR ELEVATIONS
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GAUTAM RESIDENCE



2 LEFT ELEVATION
1/4" = 1'-0"

Note:
In compliance with Table R302.1(1) of the IRC
Fireblocking is provided from the wall top plate to the underside of the roof sheathing to bring the roof eave fire-resistance rating to 0 hours on the underside of the eave.
This structure will not have gable vent openings.



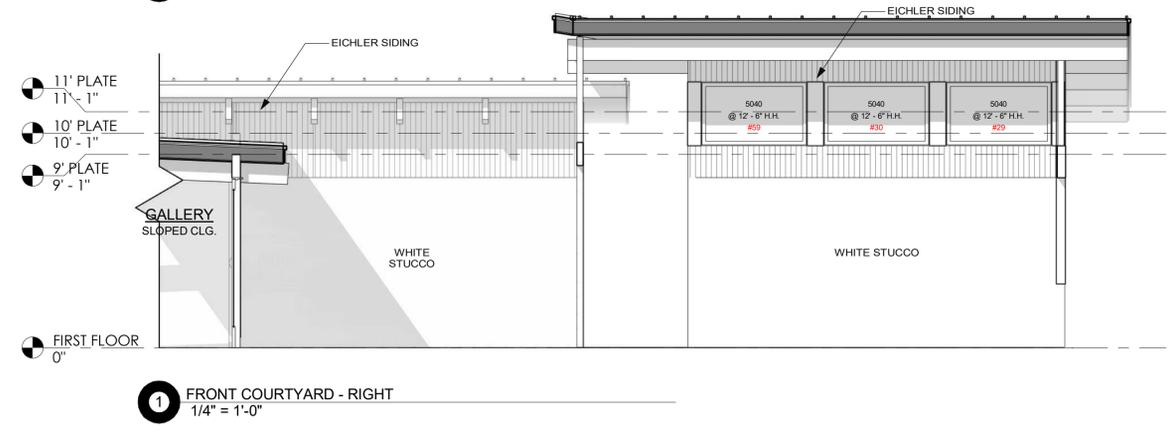
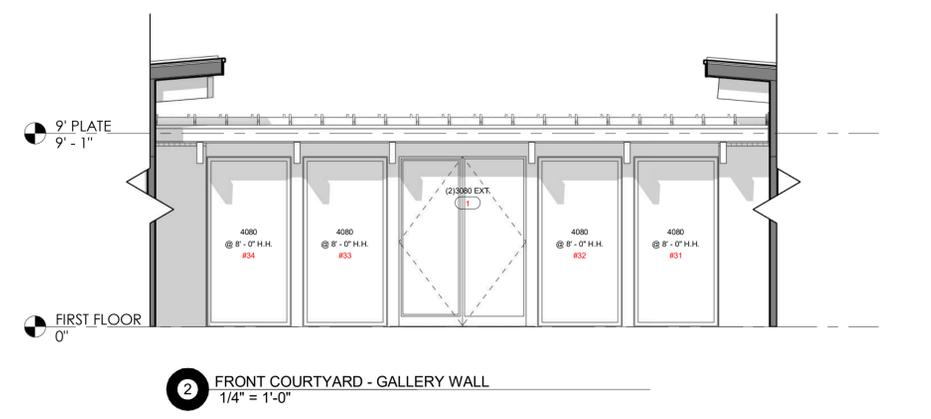
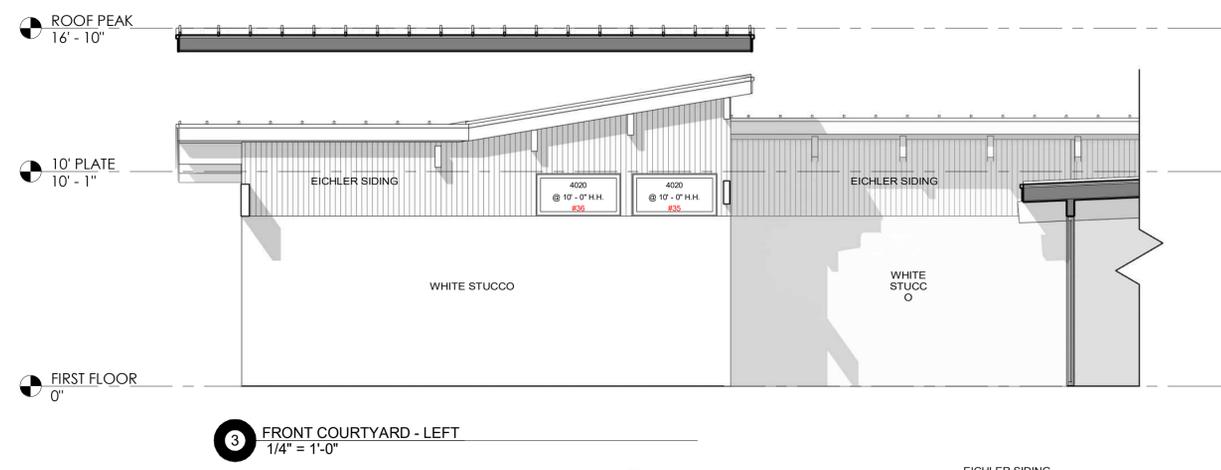
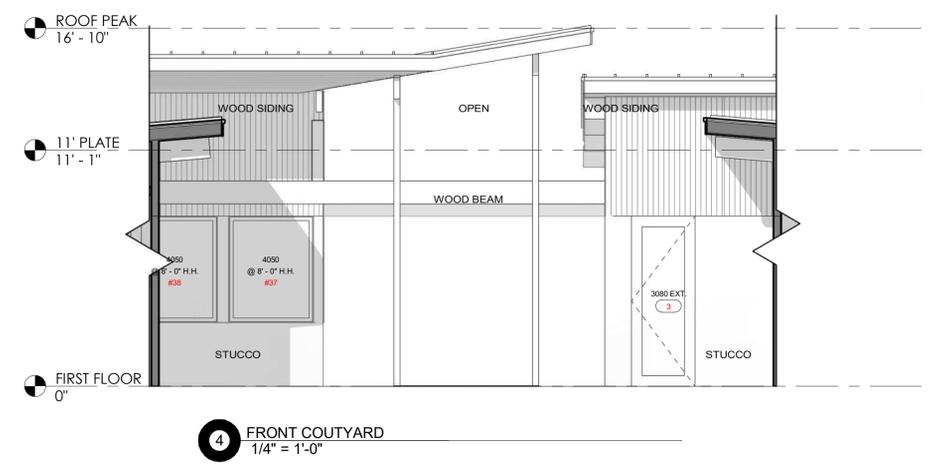
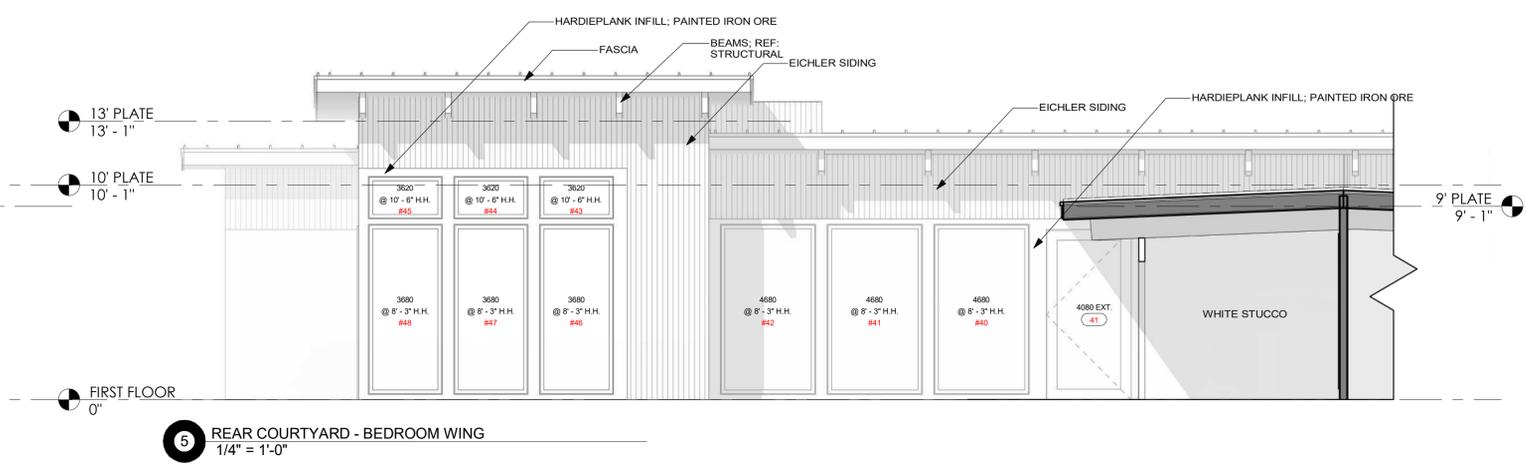
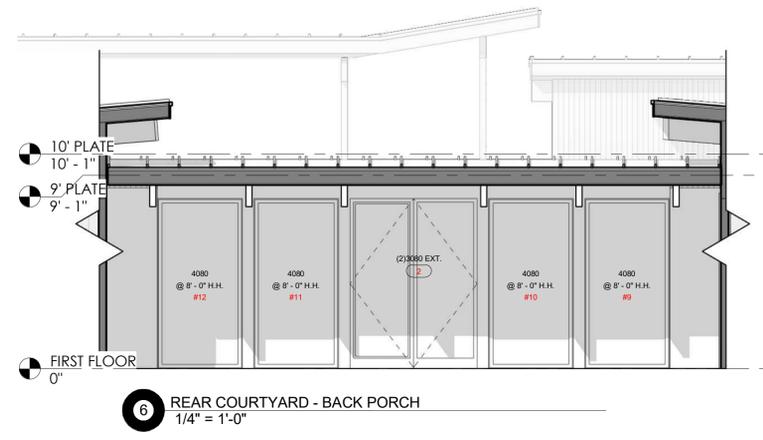
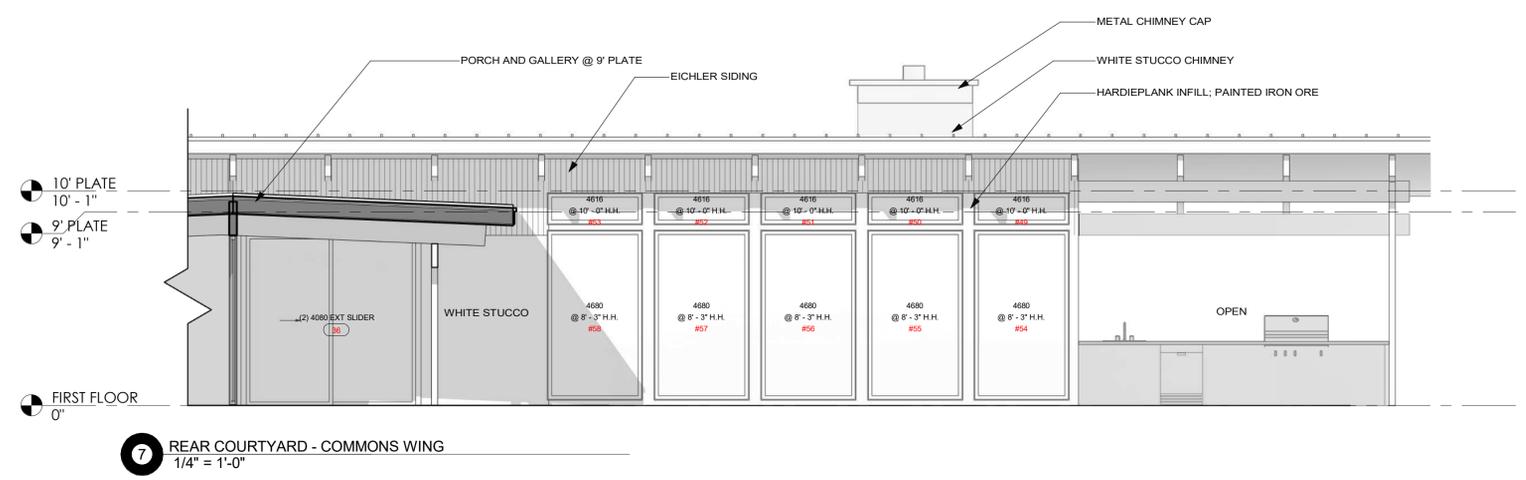
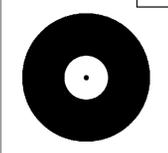
1 RIGHT ELEVATION
1/4" = 1'-0"

1	2	3	4	5	6	7
REVISIONS						

DESIGNER INITIAL

CLIENT INITIAL

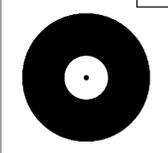
1/4" = 1'-0" 5.26.23



1	2	3	4	5	6	7
REVISIONS						

DESIGNER INITIAL

CLIENT INITIAL

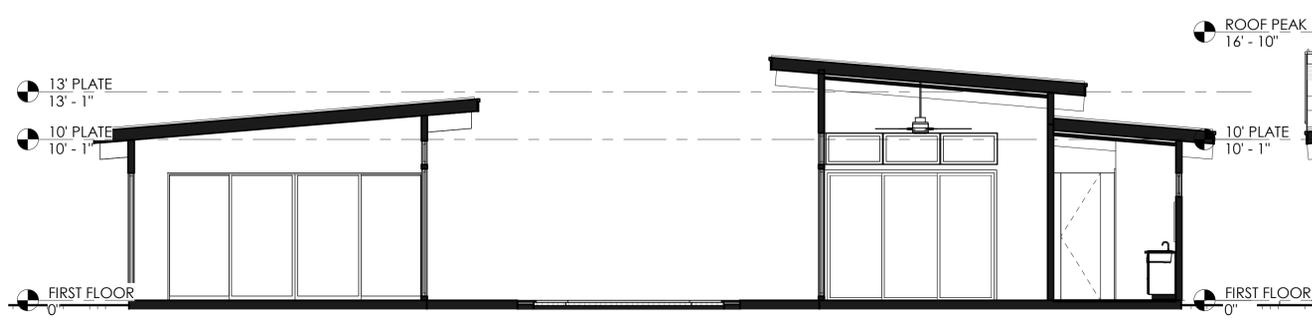


MID-CENTURY H-PLAN

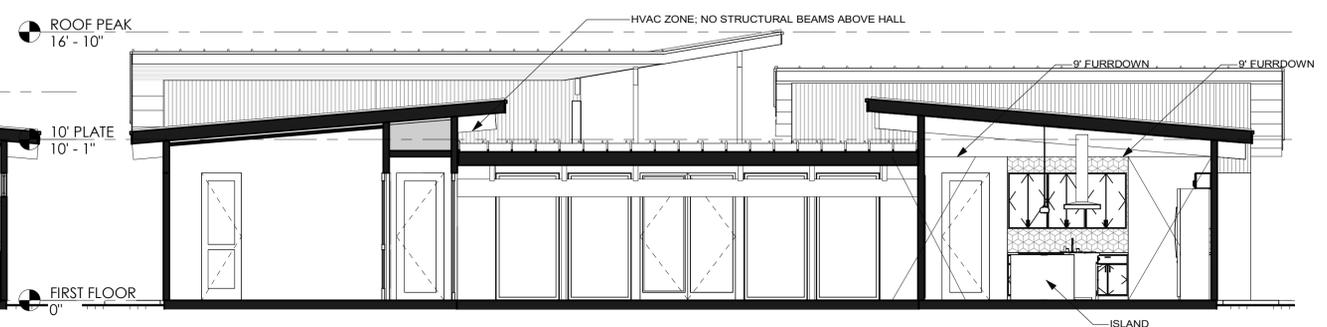
MidCentury Custom Homes
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BUILDING SECTIONS

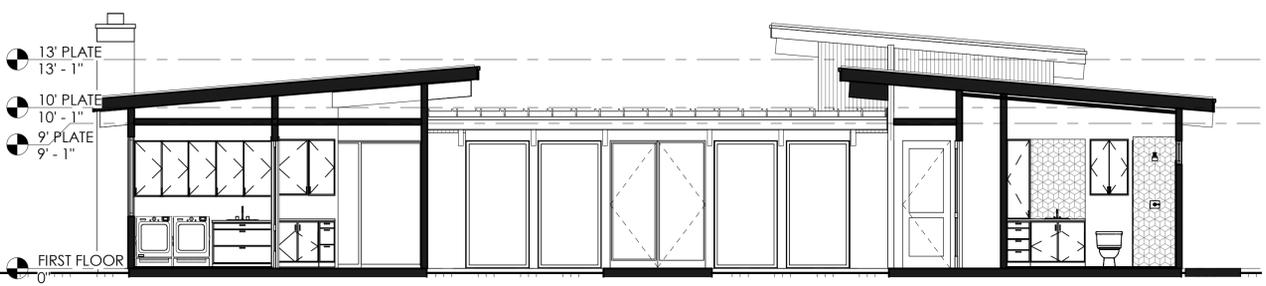
264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE



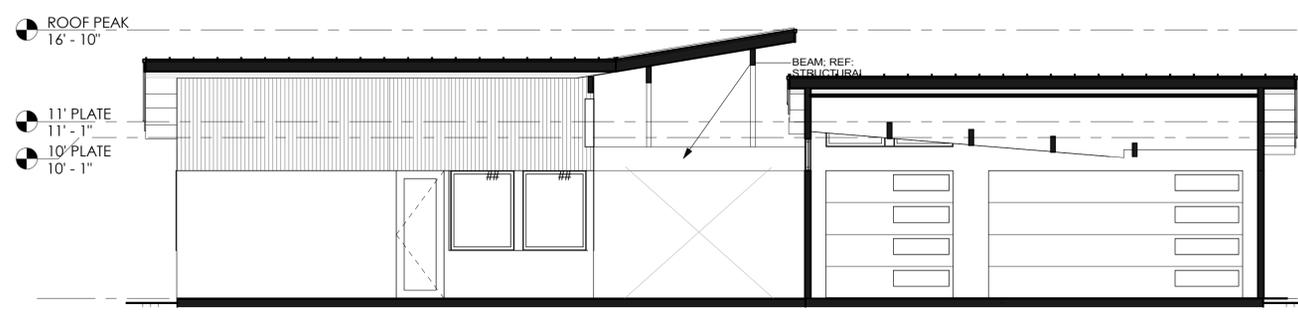
6 BUILDING SECTION - CROSS 4
3/16" = 1'-0"



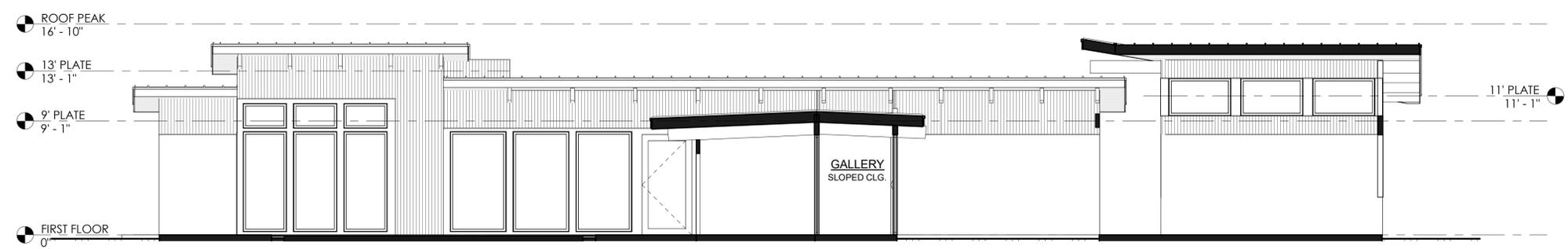
5 BUILDING SECTION - CROSS 3
3/16" = 1'-0"



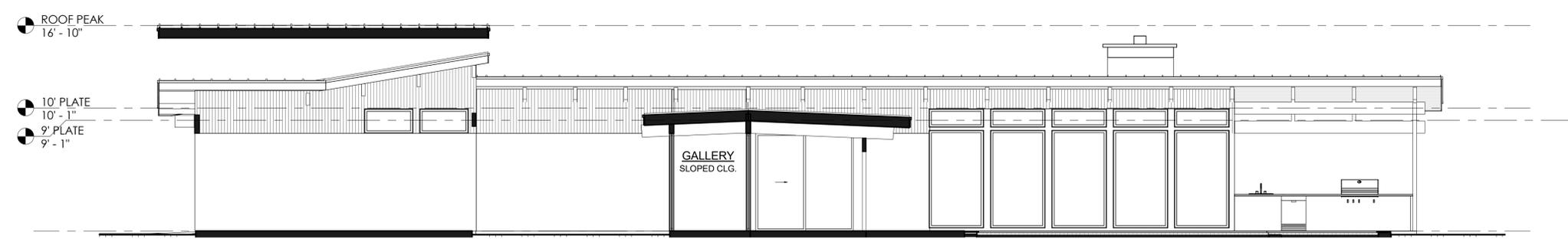
4 BUILDING SECTION - CROSS 2
3/16" = 1'-0"



3 BUILDING SECTION - CROSS 1
3/16" = 1'-0"



2 BUILDING SECTION - LONG 2
3/16" = 1'-0"



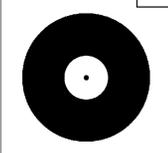
1 BUILDING SECTION - LONG 1
3/16" = 1'-0"

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REVISIONS						

DESIGNER INITIAL

CLIENT INITIAL

3/16" = 1'-0" 5.26.23

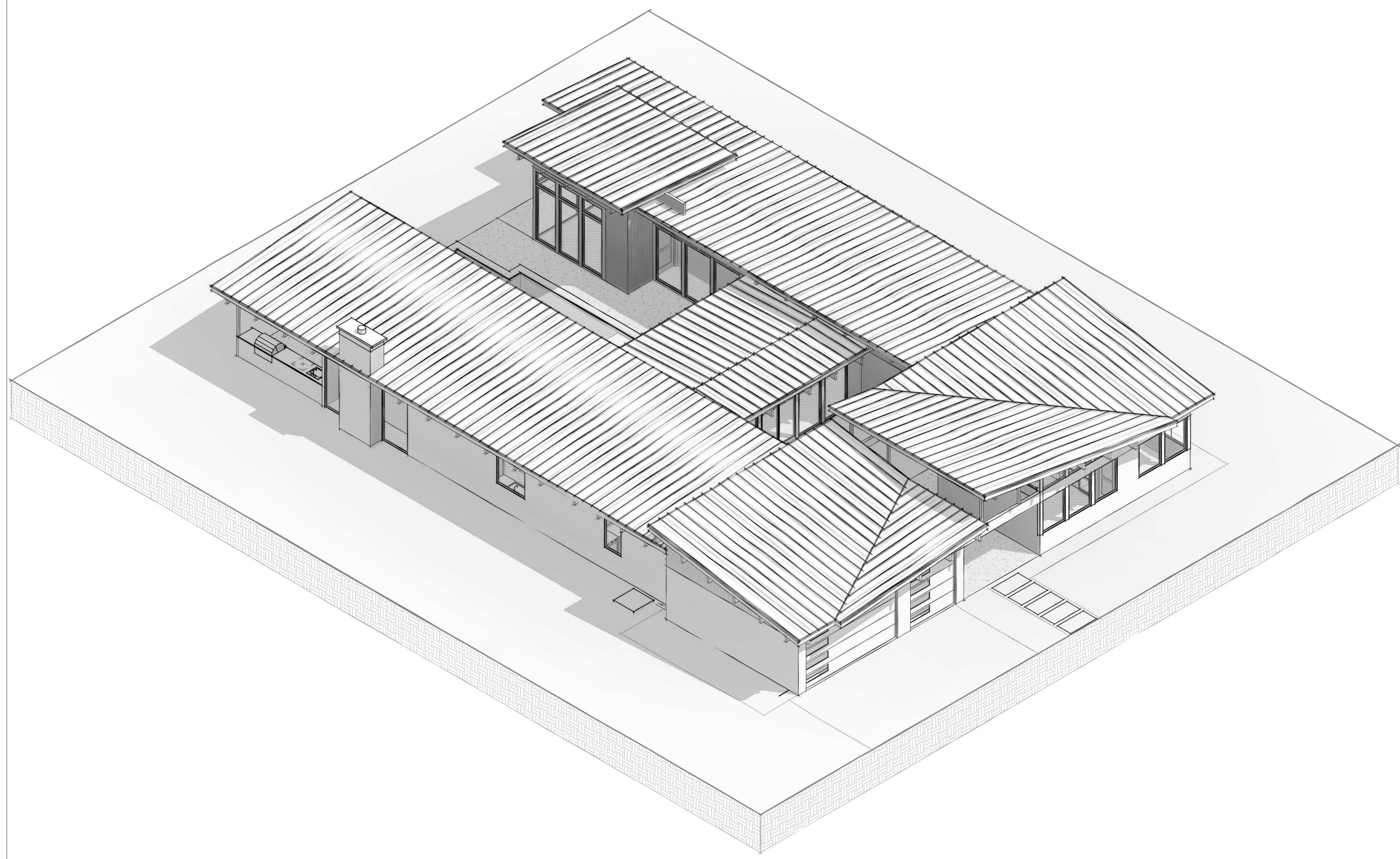


MID-CENTURY H-PLAN

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RENDERINGS & GRAPHICS

264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE



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REVISIONS

DESIGNER INITIAL

CLIENT INITIAL

5.26.23

A5.00

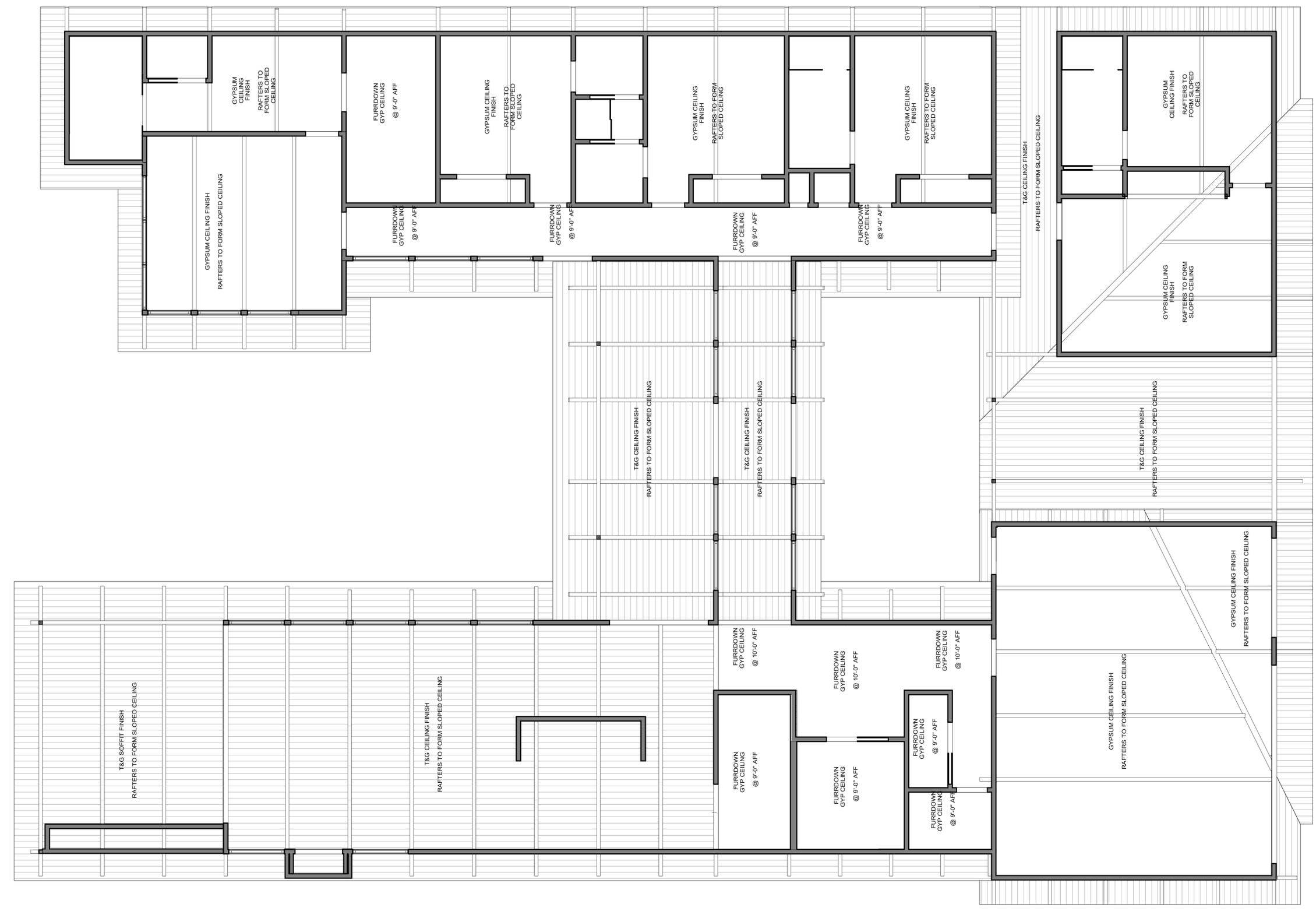


MID-CENTURY H-PLAN

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REFLECTED CEILING PLAN

264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE



1 REFLECTED
1/4" = 1'-0" CLG

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DESIGNER INITIAL

CLIENT INITIAL

1/4" = 1'-0" 5.26.23

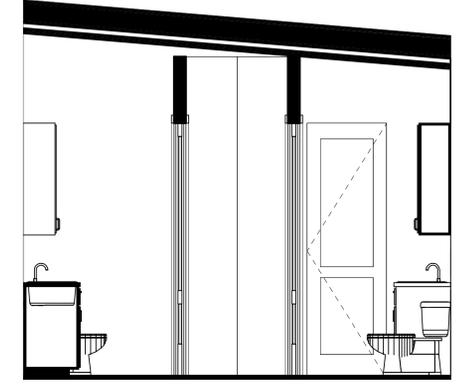
A6.00

NOTE: CABINET ELEVATIONS NOT FINAL
SEE CABINET VENDOR DRAWINGS FOR FINAL CABINET SELECTIONS AND SIZING

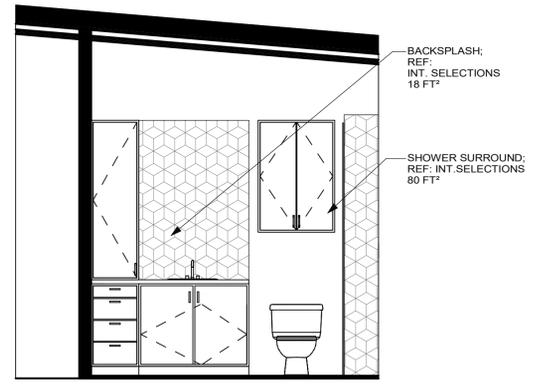


12 INTERIOR ELEVATION - MASTER BATH
3/8" = 1'-0"

MASTER BACKSPLASH;
REF. INT. SELECTIONS
40 FT²



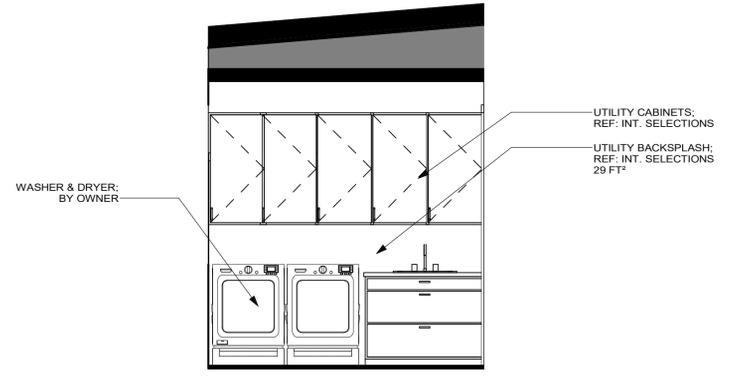
11 INTERIOR ELEVATION - BATH 3
3/8" = 1'-0"



10 INTERIOR ELEVATION - BATH 2
3/8" = 1'-0"

BACKSPLASH;
REF. INT. SELECTIONS
18 FT²

SHOWER SURROUND;
REF. INT. SELECTIONS
80 FT²

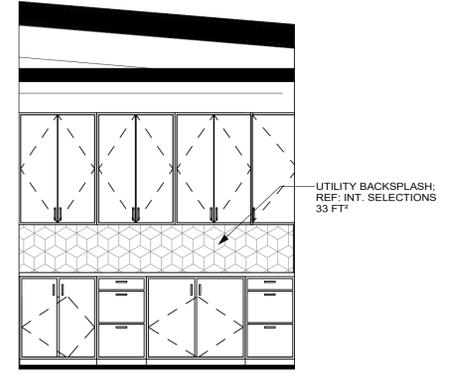


6 INTERIOR ELEVATION - UTILITY II
3/8" = 1'-0"

UTILITY CABINETS;
REF. INT. SELECTIONS

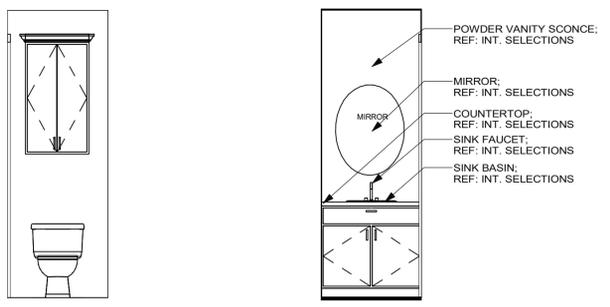
UTILITY BACKSPLASH;
REF. INT. SELECTIONS
29 FT²

WASHER & DRYER;
BY OWNER

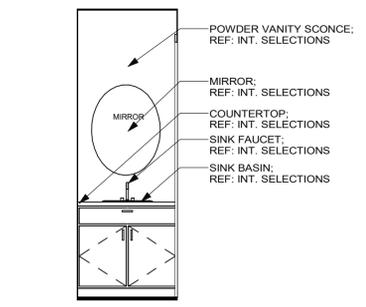


5 INTERIOR ELEVATION - UTILITY I
3/8" = 1'-0"

UTILITY BACKSPLASH;
REF. INT. SELECTIONS
33 FT²



4 INTERIOR ELEVATION - POWDER 1
3/8" = 1'-0"



3 INTERIOR ELEVATION - POWDER II
3/8" = 1'-0"

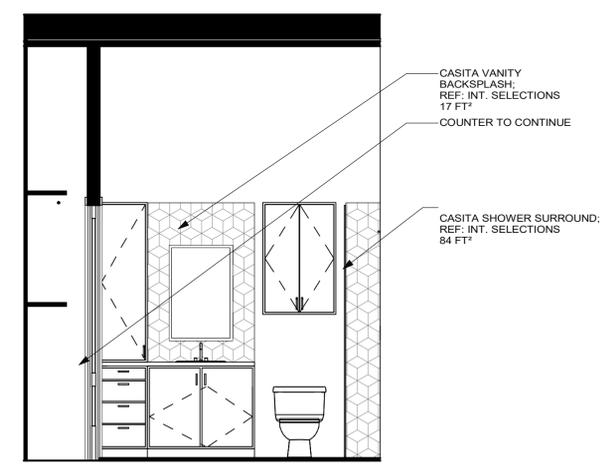
POWDER VANITY SCONCE;
REF. INT. SELECTIONS

MIRROR;
REF. INT. SELECTIONS

COUNTERTOP;
REF. INT. SELECTIONS

SINK FAUCET;
REF. INT. SELECTIONS

SINK BASIN;
REF. INT. SELECTIONS

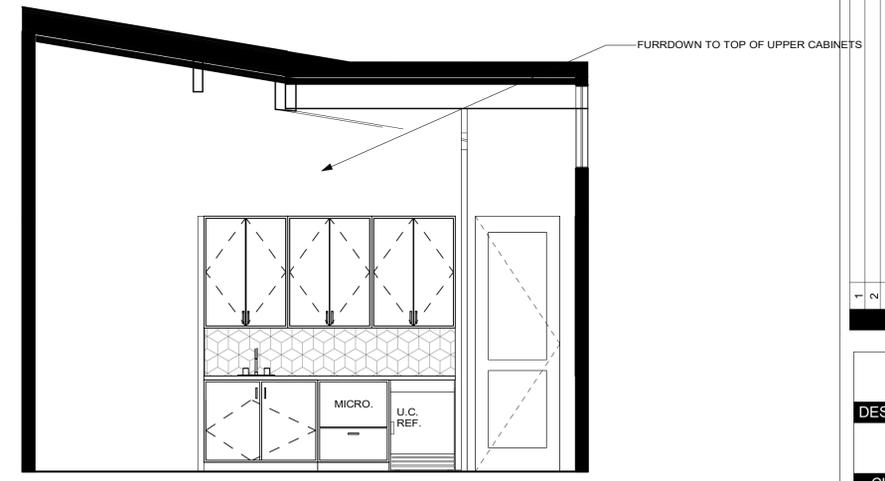


9 INTERIOR ELEVATION - CASITA BATH
3/8" = 1'-0"

CASITA VANITY
BACKSPLASH;
REF. INT. SELECTIONS
17 FT²

COUNTER TO CONTINUE

CASITA SHOWER SURROUND;
REF. INT. SELECTIONS
84 FT²



1 INTERIOR ELEVATION - CASITA
KITCHENETTE
3/8" = 1'-0"

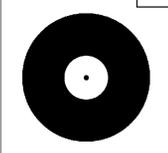
FURRDOWN TO TOP OF UPPER CABINETS

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REVISIONS						

DESIGNER INITIAL

CLIENT INITIAL

3/8" = 1'-0" 5.26.23

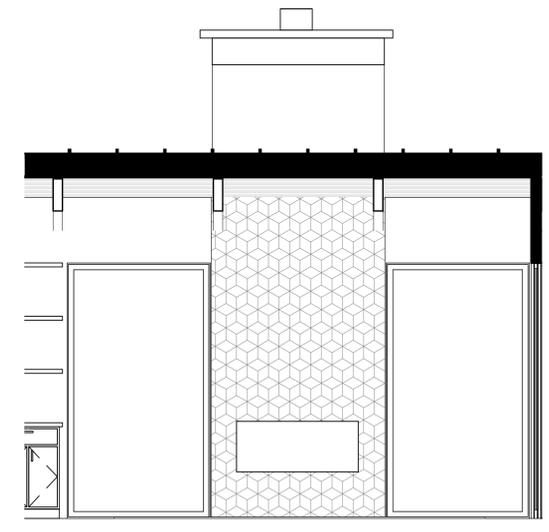


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REVISIONS	

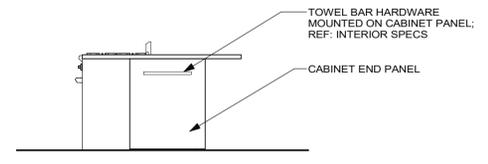
DESIGNER INITIAL

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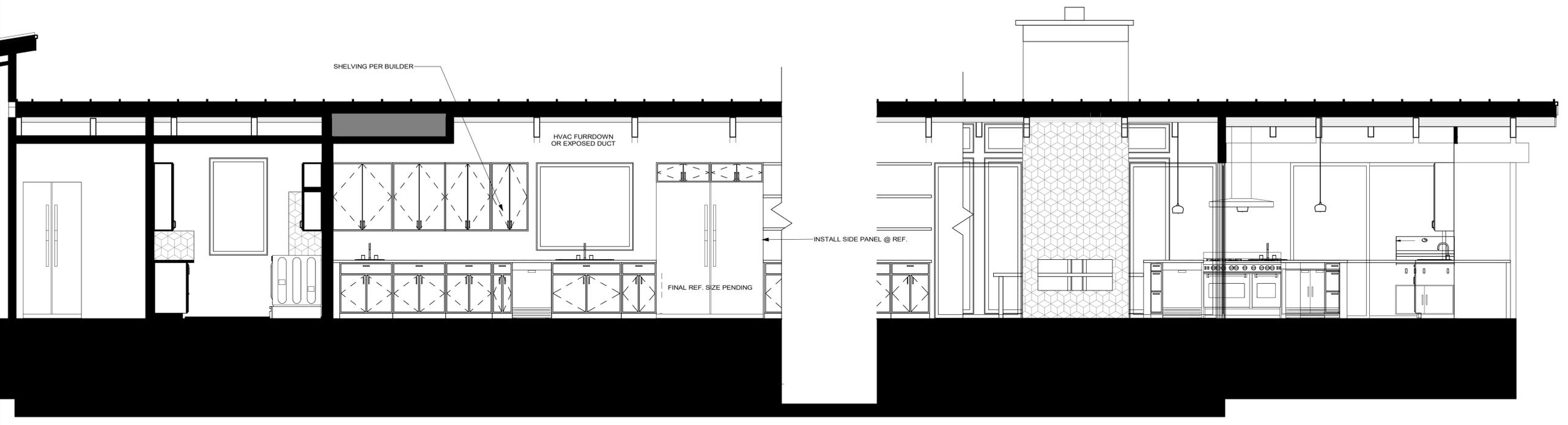
3/8" = 1'-0" 5.26.23



2 INTERIOR ELEVATION - FIREPLACE
3/8" = 1'-0"



3 INTERIOR ELEVATION - ISLAND II
3/8" = 1'-0"





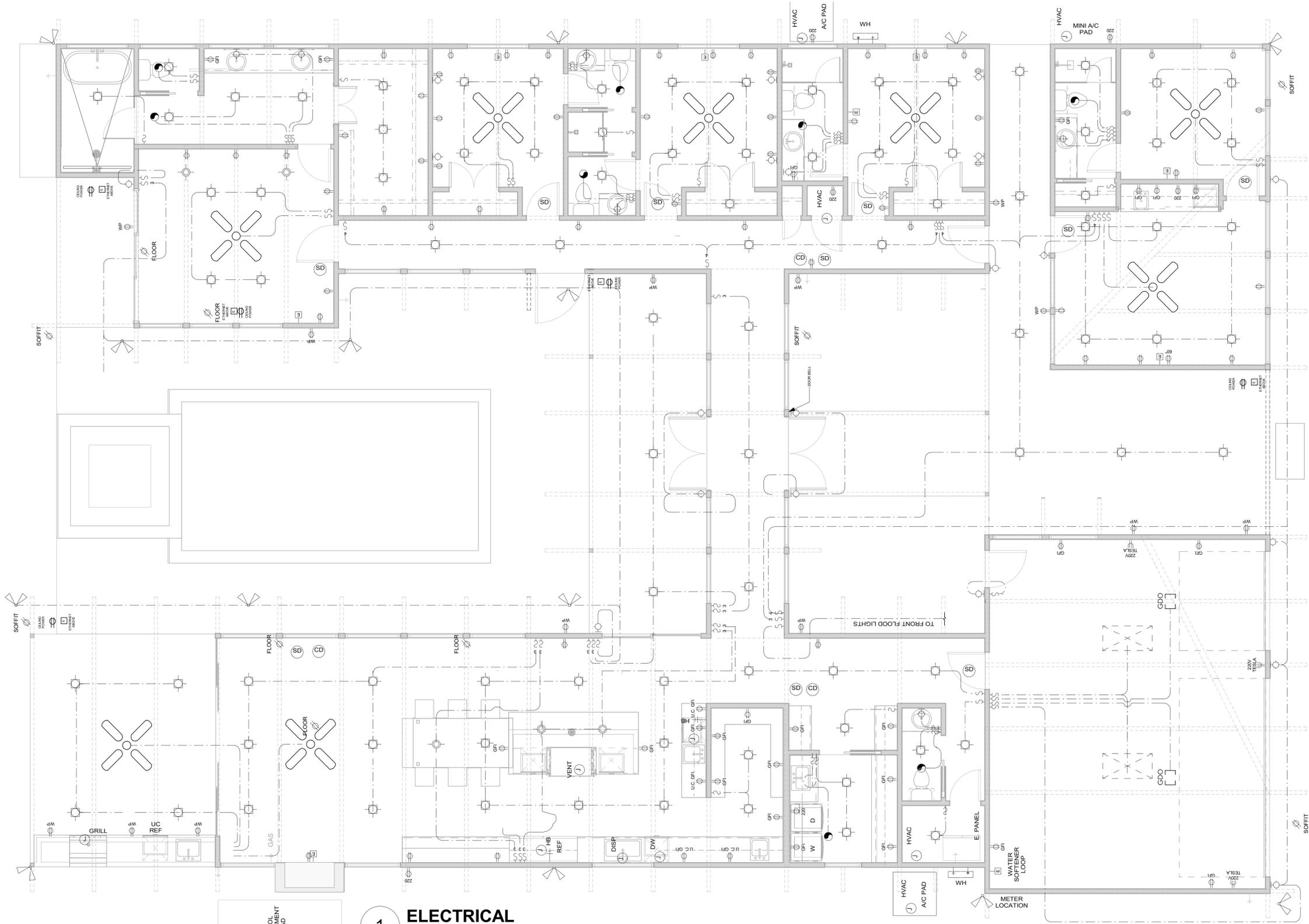
NO.	REVISIONS
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DESIGNER INITIAL
CLIENT INITIAL

ELECTRICAL NOTES:

- ALL WORK DONE UNDER THIS SECTION SHALL COMPLY WITH THE CURRENT NATIONAL ELECTRICAL CODE AND LOCAL CODE REGULATIONS. THE CONTRACTOR SHALL PERFORM ALL WORK IN CONFORMITY WITH THESE REGULATIONS WHETHER OR NOT SUCH WORK IS SPECIFICALLY SHOWN ON DRAWINGS.
- ELECTRICAL SUBCONTRACTOR TO MAKE ALL NECESSARY ELEC. CONNECTIONS AND BE RESPONSIBLE FOR ALL ELECTRICAL SERVICE AT MECHANICAL ROOM. ELECTRICAL CONTRACTOR TO COORDINATE AS REQUIRED WITH MECHANICAL SUBCONTRACTOR.
- THE ELECTRICAL CONTRACTOR SHALL COORDINATE HIS WORK WITH THE WORK OF OTHER TRADES AND HAVE HIS WORK SCHEDULED SO AS NOT TO DELAY THE WORK OF OTHERS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSPECTION AND APPROVAL OF WIRING, INSTALLATION OF FIXTURES AND EQUIPMENT. AND FOR FINAL ACCEPTANCE OF THE COMPLETE ELECTRICAL INSTALLATIONS BY THE UNDERWRITERS AND BY LOCAL ELECTRICAL INSPECTORS.
- COORDINATE WITH CONSTRUCTION SPECIFICATIONS FOR ANY APPLICABLE ALLOWANCES FOR ELECTRICAL.
- ALL RECESSED DOWNLIGHTS TO BE THERMAL RATED AND INCLUDED IN BASE BID WITH TRIM RINGS AS SPECIFIED BY INTERIOR DESIGNER/OWNER TO MATCH ADJACENT FINISH. PROVIDE SAMPLE OF FINISH FOR APPROVAL PRIOR TO PURCHASE.
- ALL SWITCHES TO BE @ 3'-0" A.F.F. TO CENTER LINE OF SWITCH PLATE UNLESS NOTED OTHERWISE.
- PREWIRE FOR SECURITY SYSTEM PER OWNERS REQUEST.
- GANG ALL SWITCHES AND OUTLETS WHERE POSSIBLE.
- VERIFY LOCATION OF & TYPE OF POWER TO ALL APPLIANCES.
- OUTLETS WITHIN 36" OF A SINK OR LAVATORY TO BE ON A G.F.I. CIRCUIT. ADDITIONAL GFI'S REQUIRED BY CODE.
- NO SWITCHES TO BE WITHIN 5'-0" OF A TUB OR SHOWER.
- HEIGHT OF OUTLETS FROM FLOOR TO CENTER LINE OF OUTLET TO BE 12" TYPICAL UNLESS NOTED OTHERWISE.
- LOCATION OF ALL FLOOR OUTLETS & FLOOR PHONE OUTLETS TO BE VERIFIED BY OWNER.
- PROVIDE PHONE & CATV OUTLETS PER PLAN OR PER OWNERS REQUEST.
- NOTE TO SUBCONTRACTOR: CENTER LIGHT OVER PEDESTAL LAV. WHERE SHOWN.
- SUPPLY 220v & 110v OR GAS & 110v TO HVAC UNIT(S) IN ATTIC. PROVIDE POWER AS RECD. AT A/C COMPRESSOR UNITS.
- PROVIDE FOR LIGHT NEAR HVAC UNIT(S) IN ATTIC.
- PROVIDE 2" GROMMET AT ALL KNEE SPACES OF DESKS FOR CORD & CABLE ACCESS TO PLUGS BELOW. PROVIDE GROMMETS AS RECD. FOR CABLES & ENTRTNMNT. CENTERS, MEDIA CENTERS &/OR AUDIO/VIDEO CENTERS.
- MEDIA COMBINATION OUTLET(S) TO PROVIDE CONNECTIONS FOR ELECTRICAL & VARIOUS MEDIA/TELECOMMUNICATIONS SYSTEMS.
- PROVIDE BLOCKING FOR CEILING FANS WHERE SPECIFIED.
- PROVIDE FOR MOTION SENSORS AT ALL GARAGE DOORS WITH OPENERS.
- PROVIDE ELECTRIC FOR POOL &/OR SPA EQUIP. & LIGHTS. PROVIDE ELECTRIC AND SWITCHING FOR LANDSCAPE LIGHTING, FOUNTAINS, ETC. VERIFY LOCATION WITH BUILDER OR OWNER.
- SMOKE DETECTORS SHOULD BE LOCATED IN EACH BEDROOM AND AS SHOWN. ALL SMOKE DETECTORS SHALL BE HARD WIRED TO PRIMARY ELECTRICAL SERVICES WITH BATTERY BACKUP.

NOTE: GFI/UC PLUGS TO BE MOUNTED ON BOTTOM OF CABINET. HIDDEN FROM VIEW AND ON SWITCH FOR FUTURE U/C LIGHTING



1 ELECTRICAL
1/4" = 1'-0" PLAN

ELECTRICAL LEGEND

NOTE: NOT ALL DEVICES ARE NECESSARILY USED

- ⊕ DUPLX CONVENIENCE OUTLET
- ⊕_{AC} DUPLX CONVENIENCE OUTLET ABOVE COUNTER
- ⊕_{WP} WEATHER PROOF DUPLX OUTLET (G.F.I.)
- ⊕_{GFI} GROUND FAULT DUPLX OUTLET (G.F.I.)
- ⊕_{HS} HALF-SWITCHED DUPLX OUTLET
- ⊕₂₂₀ 220 VOLT OUTLET
- ⊕_R DUPLX RECEPTACLE FLOOR/CEILING OUTLET

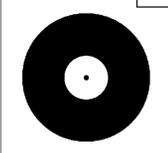
- ⊕ WALL SWITCH
- ⊕₃ 3-WAY WALL SWITCH
- ⊕₄ 4-WAY WALL SWITCH
- ⊕_D DIMMER WALL SWITCH
- ⊕_W WALL MOUNTED LIGHT FIXTURE
- ⊕_R RECESSED LIGHT FIXTURE

- ⊕ HANGING LIGHT FIXTURE
- ⊕ CEILING MOUNTED LIGHT FIXTURE
- ⊕ UNDER AND/OR ABOVE COUNTER LED LIGHT FIXTURE ON PLUGA
- ⊕ FLOOD LIGHT - MOUNT UNDER EAVE
- ⊕ EXHAUST FAN (VENT TO EXTERIOR)

- ⊕ EXHAUST FAN LIGHT FIXTURE (VENT TO EXTERIOR)
- ⊕ TELEVISION / CABLE CONNECTION
- ⊕ CAT-6A ETHERNET JACK
- ⊕ DOOR BELL
- ⊕ TRACK LIGHTING

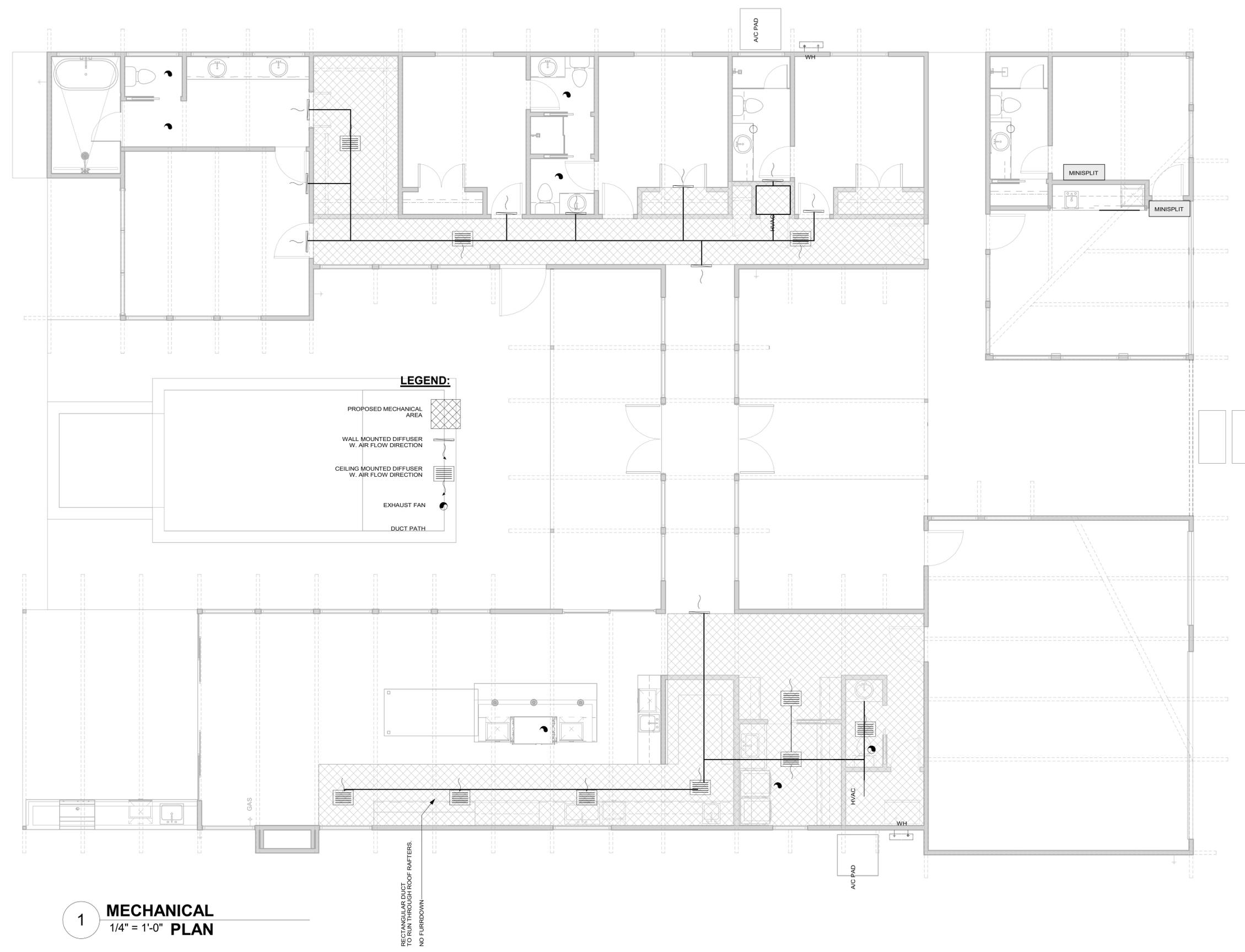
- ⊕ JUNCTION BOX
- ⊕ CEILING FAN
- ⊕ SMOKE DETECTOR

- ⊕_{HD} HEAT DETECTOR
- ⊕_{CO} CARBON MONOXIDE DETECTOR
- ⊕ FLOURESCENT FIXTURE, 4-TUBE
- ⊕ FLOURESCENT FIXTURE, 2-TUBE



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MECHANICAL FLOOR PLAN
264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE



1 MECHANICAL
1/4" = 1'-0" PLAN

RECTANGULAR DUCT
TO RUN THROUGH ROOF RAFTERS.
NO FURRDOWN

LEGEND:

- PROPOSED MECHANICAL AREA
- WALL MOUNTED DIFFUSER
W. AIR FLOW DIRECTION
- CEILING MOUNTED DIFFUSER
W. AIR FLOW DIRECTION
- EXHAUST FAN
- DUCT PATH

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DESIGNER INITIAL
CLIENT INITIAL

1/4" = 1'-0" 5.26.23

M1.00

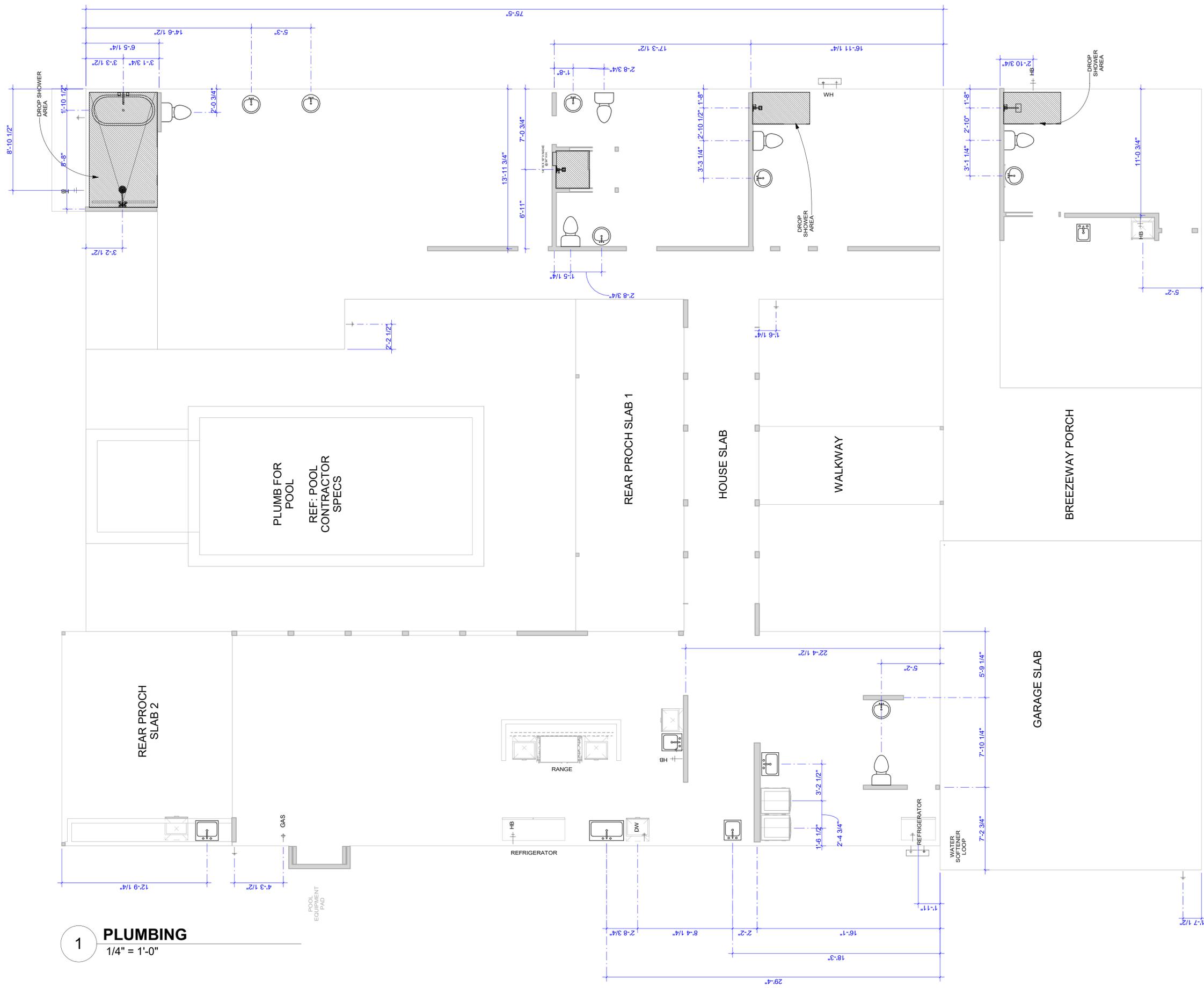


MID-CENTURY H-PLAN

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PLUMBING FLOOR PLAN

264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE



1 PLUMBING
1/4" = 1'-0"

NO.	REVISIONS
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DESIGNER INITIAL
CLIENT INITIAL

1/4" = 1'-0" 5.26.23

P1.00

REFERENCE STRUCTURAL FRAMING PLANS FOR ALL MEMBER SIZES

THIS DRAWING IS NOT A STRUCTURAL PLAN AND IS ONLY TO BE USED AS REFERENCE FOR CONSTRUCTABILITY. STRUCTURAL ENGINEERS PLANS DICTATE



1 STRUCTURE
1/4" = 1'-0"

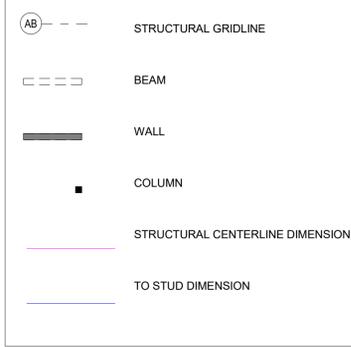
STRUCTURAL DIAGRAM NOTES

1. THIS IS **NOT** AN ENGINEERED SET AND IS ONLY TO BE USED AS REFERENCE. CONTRACTORS ARE REQUIRED TO REFERENCE STAMPED ENGINEERING PLANS.
2. ENGINEERING FRAMING, WIND BRACING, AND SLAB PLANS TO BE PROVIDED BY LICENSED STRUCTURAL ENGINEER. ENGINEER IS RESPONSIBLE FOR CALLING OUT MEMBER SIZES AND MATERIALS. ALL POSTS, BEAMS, TRUSSES, ETC. TO BE SIZED AND APPROVED BY STRUCTURAL ENGINEER.
3. SHOULD THERE BE ANY DISCREPANCY BETWEEN DRAWINGS, ENGINEERING DRAWINGS TO TAKE PRECEDENCE IN CONSTRUCTION.
4. DESIGNER SHOULD BE NOTIFIED IF THE ENGINEER OR CONSTRUCTION PARTIES IDENTIFY ANY MAJOR DISCREPANCIES BETWEEN ARCHITECTURAL AND ENGINEERING SETS.
5. SUBCONTRACTORS ARE RESPONSIBLE FOR CONFIRMING AND CORRELATING DIMENSIONS AT THE JOB SITE. DESIGNER IS NOT RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, AS-BUILT WATER TIGHTNESS, SEQUENCES OR PROCEDURES, OR FOR SAFETY PRECAUTIONS AND PROGRAMS RELATED TO THE PROJECT CONSTRUCTION.
6. NAILING AND SCREW PATTERNS ARE TO FOLLOW CODE AND TO BE ADDRESSED BY ENGINEER / CONTRACTORS. REFERENCE ENGINEERING PLANS AND INTERNATIONAL RESIDENTIAL CODE FOR FRAMING REQUIREMENTS, INCLUDING BUT NOT LIMITED MEMBERS, BRACKETS, FASTENERS, NAILING PATTERNS, ANCHOR SIZES, ETC.
7. OPEN CELL SPRAY FOAM INSULATION PER SUPPLIER @ ALL ENCLOSED ATTIC AREAS AND DECK AREA ABOVE BEDROOM.
8. HORIZONTAL SPANNING MEMBER TO BE DOUG FIR, GLU LAM, OR LVL WHERE POSSIBLE
9. VERTICAL MEMBERS TO BE GROUPED STUDS OR PSLs WHERE POSSIBLE

NOTES FOR ENGINEER

1. STRUCTURE TO BE POST AND BEAM TIMBER
2. TYPICAL 2-IN NOMINAL LUMBER IS PREFERRED IN ALL POSSIBLE AREAS.
3. BEAMS / SPANNING MEMBERS SHALL BE 4X12 DOUGLAS FIR BEAMS WHERE POSSIBLE; GLU LAMS AND LVLs ARE PERMITTED, ONLY IF NECESSARY.
4. ROOF RAFTERS TO BE 2X8
5. VERTICAL MEMBERS BETWEEN WINDOWS TO BE BUILT UP (2)2X4 LSLs WHERE POSSIBLE. 4X DOUGLAS FIRS OR 3 1/2 PSLs ARE PERMITTED, ONLY IF NECESSARY.
6. ENGINEER TO REFERENCE ELEVATIONS & SECTIONS ON A4 SHEETS FOR WINDOW HEIGHTS AND HEADER LIMITATIONS.
7. ENGINEER SHALL NOTIFY THE DESIGNER WITH ANY IMPOSSIBILITIES / NECESSARY DESIGN REVISIONS FOR COHESIVE CONSTRUCTIBILITY.

STRUCTURAL DIAGRAM KEY



TOTAL COV'D CALCS.

MAIN HOUSE A/C	2,783 SQ FT
CASITA A/C	464 SQ FT
TOTAL HEATED	3,247 SQ FT
GARAGE	662 SQ FT
PORCHES	1,068 SQ FT
TOTAL COV'D	4,978 SQ FT

Item 6.

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FIRST FLOOR STRUCTURAL DIAGRAM
264 CHARRO VISTA DR, DRIFTWOOD, TX
GAUTAM RESIDENCE

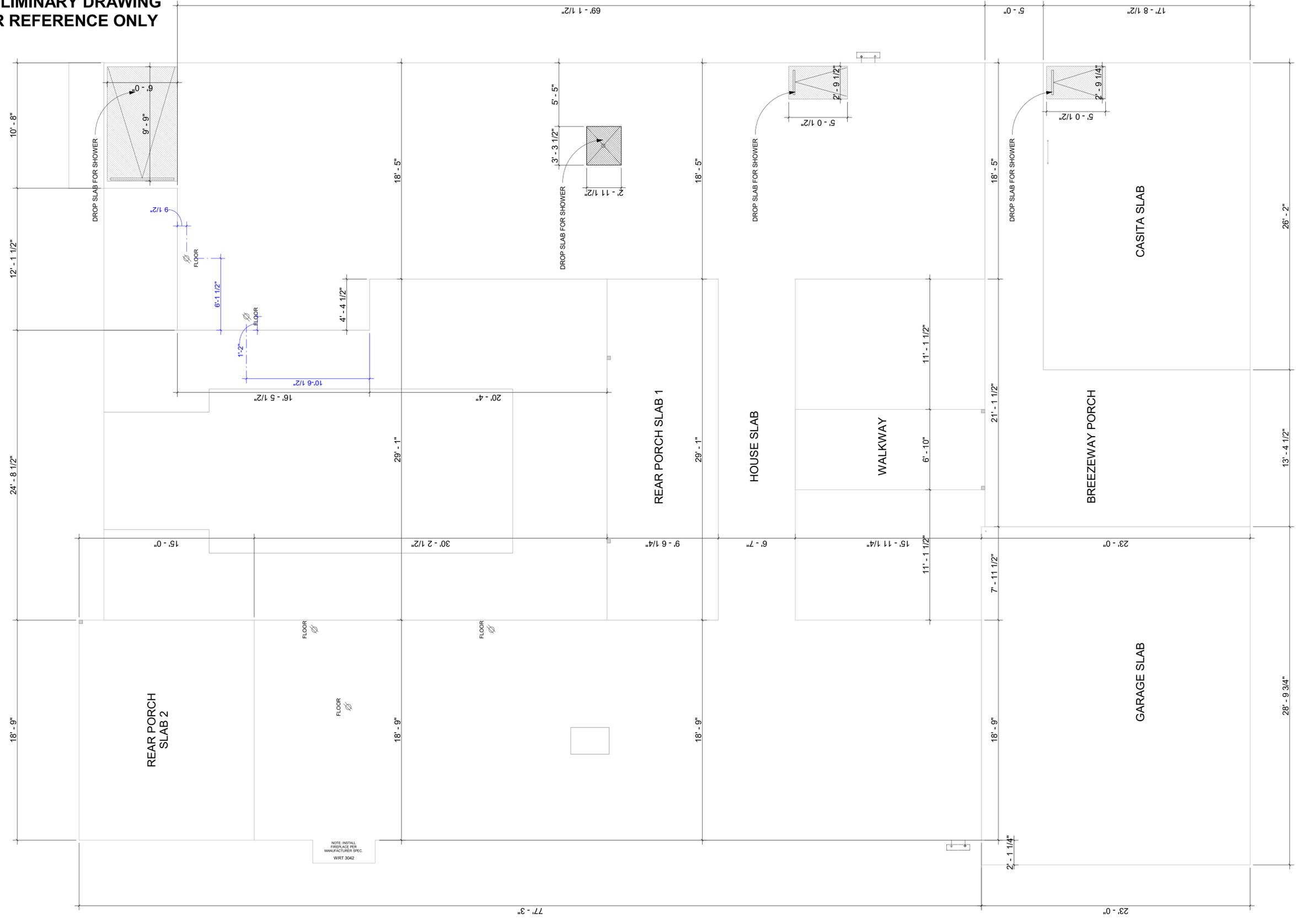
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REVISIONS						
DESIGNER INITIAL						
CLIENT INITIAL						
1/4" = 1'-0"		5.26.23				
\$1.00						



NO.	REVISIONS
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DESIGNER INITIAL
CLIENT INITIAL

**PRELIMINARY DRAWING
FOR REFERENCE ONLY**



1 SLAB PLAN
1/4" = 1'-0"

NOTE: INSTALL REFRIGERATOR PER MANUFACTURER SPEC. WRT 3042



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrew Binz, Parks and Community Services Director

City Council Meeting Date: October 17, 2023

Agenda Item Wording: **Discuss and consider approval of an Ordinance amending Chapter 16: Public Ways and Places, Article 16.02: Parks and Recreation, in the City of Dripping Springs Code of Ordinances, to adopt regulations for the Dorian Zev Kweller Memorial Skatepark.**

Agenda Item Sponsor: Wade King

Summary/Background:
With the anticipated construction of the Dorian Zev Kweller Memorial Skatepark in 2024, staff is recommending updating the Parks and Recreation Ordinances to include ordinances that would regulate the use of the skatepark.

Staff Recommendations: Approve a recommendation to City Council to update Chapter 16; Article 16.02: Parks and Recreation Code of Ordinances to include ordinances regarding the Dorian Zev Kweller Memorial Skatepark.

Attachments: Skatepark Ordinance Update document
Parks.Skatepark.Ordinance document

Next Steps/Schedule: Update the Chapter 16; Article 16.02: Parks and Recreation Code of Ordinances.

CITY OF DRIPPING SPRINGS

ORDINANCE No. 2023-_____

AN ORDINANCE AMENDING CHAPTER 16: PUBLIC WAYS AND PLACES, ARTICLE 16.02 IN THE CITY OF DRIPPING SPRINGS CODE OF ORDINANCES.

WHEREAS, the City Council of the City of Dripping Springs (“City Council”) seeks to have specific rules for the Skate Park at Founders Memorial Park;

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City has general authority to adopt an ordinance or police regulation that is for the good government, peace or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

WHEREAS, the Parks and Recreation Commission had a meeting on October __, 2023 and recommended approval of the rules; and

WHEREAS, the City Council had a meeting and a public hearing on October __, 2023 and approved the rules; and

WHEREAS, the City Council finds that the amendment proposed is reasonable, necessary, and proper for the good government of the City of Dripping Springs.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Dripping Springs, Texas:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. AMENDMENT

Article 16.02 as currently adopted is amended so to read in accordance with *Attachment “A”*, which is attached hereto and incorporated into this Ordinance for all intents and purposes.

3. REPEALER

To the extent reasonably possible, ordinances are to be read together in harmony. However, all ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

4. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

5. CODIFICATION

The City Secretary is hereby directed to record and publish the attached rules, regulations and policies in the City’s Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage and publication of caption.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED & APPROVED this, the _____ day of October 2023, by a vote of ____ (ayes) to ____ (nays) to ____ (abstentions) of the City Council of the City of Dripping Springs, Texas.

CITY OF DRIPPING SPRINGS:

Bill Foulds, Jr., Mayor

ATTEST:

Andrea Cunningham, City Secretary

ATTACHMENT “A”

ARTICLE 16.02. PARKS AND RECREATION

DIVISION 2. PARK RULES

* * *

Sec. 16.02.034. Definitions.

(a) Rules of interpretation. Words and phrases used in this division shall have the meanings set forth in this section. Words and phrases that are not defined below, but are defined elsewhere in this code, shall be given the meanings set forth in those other ordinances. Words and phrases not defined in this code shall be given their common, ordinary meaning unless the context clearly requires otherwise. When not inconsistent with the context, words used in the present tense shall include the future tense; words in the plural number shall include the singular number (and vice versa); and words in the masculine gender shall include the feminine gender (and vice versa). The word "shall" is always mandatory, while the word "may" is merely directory. Headings and captions are for reference purposes only.

(b) Specific definitions.

Alcoholic beverage : Alcohol, or any beverage containing more than one-half of one percent of alcohol by volume, which is capable of use for beverage purposes, either alone or when diluted.

Business activities : The provision of services, instructions, training, or support to another person or to a group in exchange for payment.

Charro Ranch Park : the city park located at 22690 Ranch to Market Rd 150.

City : The City of Dripping Springs, an incorporated municipality located in Hays County, Texas, and includes any official, agent or employee acting on behalf of the city.

Commercial Activity : Providing goods or services for sell or rent or providing a class or instruction for compensation or as an inducement or advertisement for paid classes or instruction.

Commercial fitness trainer : A for profit trainer providing physical fitness training expertise to clients in a city park.

Commission : The city parks and recreation commission (aka, "parks and rec") or any successor entity.

Dangerous animal : An animal that:

(1) Makes an unprovoked attack on a person or another animal that causes bodily injury and occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own;

(2) Commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person; or

(3) Park personnel deems to be uncontrollable and a danger to those around it.

Department : The City of Dripping Springs and parks and community services department.

Dripping Springs Ranch Park: the park and event center located at 1042 Event Center Drive, Dripping Springs, Texas.

Farmers market committee : The board created under article 6.05 of this code supports the market and serves as an advisory body to the city council.

Firearm : A device defined in accordance with Texas Penal Code section 46.01.

For profit groups : Individuals or organizations that are not nonprofit groups as determined by state and/or federal law.

Founders Memorial Park: the city park located east of RM 12 on Founders Park Road.

Glass container : Any glass receptacle.

Market manager : The city employee designated by the city administrator to manage the operations of the farmer's market.

Motorized/electric toys: includes any motor powered object including, but not limited to, remote control cars, motorized scooters or bikes, or any motorized or electric wheeled vehicle.

Multi-use trail : Trails designated for pedestrian, bicycle, and equestrian use.

Nonpark waste : Trash, refuse, litter or other solid waste that is not created or generated on-site at a park, but is transported from a person's home, business or other location to a park for disposal purposes. This term includes construction debris, office waste, municipal solid waste, and any form of hazardous waste. This term excludes waste generated on park premises during the course of lawful use of the park for recreational purposes.

Park : Any or all of the parks and facilities under the management and control of the city, including any land now or hereafter dedicated by the city as a municipal park.

Park attendant : A city employee who has been designated by the city council or city administrator to oversee and enforce the rules at a city park.

Park facility : Any building or structure intended for a specific type of use within a park including, but not limited to, a building, sports field, recreational facility, parking lot, covered pavilion, designated camping site, skatepark, or other specific use area within a park.

Person : An individual, corporation, organization, government agency, business, trust, partnership, association, or any other legal entity, other than the city.

School-related activity : An event or activity on or off school property sponsored and/or sanctioned by the Dripping Springs Independent School District. Examples include, but are not limited to, sporting events and performances, such as theatrical, etc.

Skatepark: the city park designed for skating, skateboarding, biking, and other non-motorized wheeled equipment that is located at Founders Memorial Park.

Sports and Recreation Park : the city park located at 27148 Ranch Rd 12, Dripping Springs, TX 78620.

Tobacco product : Includes, but is not limited to, a cigarette, cigar, and any smokeless tobacco product such as chewing and dipping tobaccos.

Vehicle : A device that can be used to transport persons or property including, but not limited to a moped, power-driven bicycle, motorcycle, motor scooter, automobile, truck, golf cart, tractor, aircraft, gliders, paragliders, and all-terrain vehicle.

Weapon : Anything that in the manner of its use or intended use is capable of causing death, personal injury, or serious bodily injury, including (but not limited to) air guns, clubs, axes, pellet or BB guns, bows and arrows, or projectile devices.

Sec. 16.02.035. - Enforcement; penalties.

(a)Enforcement. The city shall have the power to administer and enforce the provisions of this division as may be authorized by governing law. Any person violating any provision of this division is subject to suit for injunctive relief as well as prosecution for criminal violations to the extent permitted by applicable law.

(b)Criminal penalty. An offense under this division is a misdemeanor. Any person violating any of said provisions of this division shall, upon conviction, be subject to a fine not to exceed \$500.00 for each offense.

(c)Civil remedies. Nothing in this division shall be construed as a waiver of the city's right to bring a civil action to enforce the provisions of this division and to seek all remedies as allowed by law.

(d)Nothing in this section limits which individuals are authorized to issue notices of violation, warnings, or citations under state law.

Sec. 16.02.036. - Issuance of warningsand citations.

~~(a)Any park attendant, as well as any city officer or city employee, is authorized to issue warnings to any person or persons violating any rules or regulations applicable to the parks, swimming pools, skatepark, or other park facilities.~~

~~(b)Any city officer authorized to issue citations may issue them to any person or persons violating any rules or regulations applicable to the parks, swimming pools, skatepark, or other city-owned facilities.~~

* *

Sec. 16.02.065. Special rules for specific park facilities.

* * *

(d) Skatepark

- (1) Hours are Dawn to Dusk: This skatepark is not equipped with lighting and is closed once the sun goes down.
- (2) Protective safety equipment that properly fits is strongly encouraged to be worn while using the skatepark.
- (3) The skatepark is unsupervised; and users ride at their own risk.
- (4) Parents/Guardians are responsible for their children; children under the age of 10 must be accompanied by an adult.
- (5) The skatepark is open to bikes, skateboards, scooters, in-line skates, and other non-motorized wheeled vehicles.
- (6) Animals, other than service animals, are not allowed on the skatepark surface.
- (7) Motorized and electric toys, equipment, ramps, boxes or user-placed obstacles are not allowed.
- (8) No modifications to existing ramps or additional obstacles or materials allowed.
- (9) Competitive events, demonstrations or private lessons require prior approval of the Parks & Community Services Department as required by Division 4. – Commercial Activity on Park Property.
- (10) No graffiti or defacing the property.

-
- (11) No gum, food or drinks on the skatepark surface.
 - (12) The skatepark is considered closed during inclement weather (rain, lightning, sleet, snow, etc.).
 - (13) The City reserves the right to close the skate park at any time, including for programmed events.
 - (14) All other City of Dripping Springs Park rules apply.
 - (15) A violation of (d)(1); (d)(6); (d)(7); or (d)(8) is considered an offense under this Article.



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrew Binz, Parks and Community Services Director

City Council Meeting Date: October 17, 2023

Agenda Item Wording: **Discuss and consider approval the installation of Rules signage at the Dorian Zev Kweiler Memorial Skatepark.**

Agenda Item Sponsor: Wade King

Summary/Background:

With the anticipated construction of the Dorian Zev Kweiler Memorial Skatepark in 2024, staff is recommending adopting rules that would regulate the use of the skatepark and be displayed onsite.

Staff Recommendations: Approve a recommendation to City Council to adopt rules to be displayed at the Dorian Zev Kweiler Memorial Skatepark.

Attachments: Skatepark Rules document
SPA Presentation – Skatepark Rules

Next Steps/Schedule: Display the approved skatepark rules on the new sign at the Dorian Zev Kweiler Memorial skatepark.

Dorian Zev Kweiler Memorial Skatepark

Skatepark Rules

1. Hours are Dawn to Dusk: This skate park is not equipped with lighting and is closed once the sun goes down.
2. Protective safety equipment that properly fits is strongly encouraged to be worn while using the skatepark.
3. The skatepark is unsupervised; and users ride at their own risk.
4. Parents/Guardians are responsible for their children; children under the age of 10 must be accompanied by an adult.
5. The skate park is open to bikes, skateboards, scooters, in-line skates, and other non-motorized wheeled vehicles.
6. Animals, other than service animals, are not allowed on the skatepark surface.
7. Motorized and electric toys, equipment, ramps, boxes or other unauthorized obstacles are not allowed.
8. No modifications to existing ramps or additional obstacles or materials allowed.
9. Competitive events, demonstrations or private lessons require prior approval of the Parks & Community Services Department.
10. No graffiti or defacing the property.
11. No gum, food or drinks on the skatepark surface.
12. The skatepark is considered closed during inclement weather (rain, lightning, sleet, snow, etc.).
13. The City reserves the right to close the skate park at any time, including for programmed events.
14. All other City of Dripping Springs Park rules apply.*

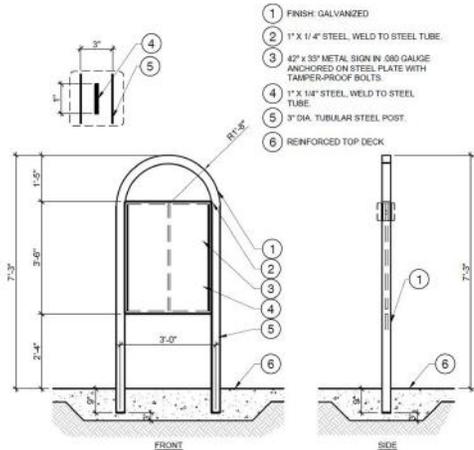
*Chapter 16, article 16.02, division 2 park rules, City of Dripping Springs code of ordinances.

TEXAS LAW (CHAPTER 75, CIVIL PRACTICE AND REMEDIES CODE) LIMITS THE LIABILITY OF A GOVERNMENTAL UNIT FOR DAMAGES ARISING DIRECTLY FROM HOCKEY, IN-LINE HOCKEY, SKATING, IN-LINE SKATING, ROLLER-SKATING, SKATEBOARDING, ROLLER-BLADING OR SOAP BOX DERBY USE ON PREMISES THAT THE GOVERNMENT OPERATES, OR MAINTAINS FOR THAT PURPOSE.

Please contact the Parks & Community Services Department at 512-894-2400 for general park information or to reserve a park facility.

For emergencies, please call 911.

Enjoy your visit.



RULES & REGULATIONS SIGN

Code of Conduct:

I agree to follow these guidelines to encourage a safe environment for all park participants.

No Hate Just Skate: This skate park is an all-inclusive environment. Everyone is welcome regardless of race, age, gender, sexual orientation, creed, economic status, or abilities.

All Skill Levels Welcome: The skate park has been designed for all skill levels. Ride within your abilities and be considerate of other riders. Look before you go, do not drop in on others, and wait your turn!

Show Respect: Be courteous and respectful to other people using the skate park and all other park patrons.

Visitors Need to Know:

Protective safety equipment that properly fits is strongly encouraged to be worn while using the skate park.

The skate park is unsupervised, and users ride at their own risk.

Motorized toys, equipment, ramps, boxes, or other unauthorized obstacles are not allowed in the park.

Parents / guardians are responsible for supervising their children.

Spectators and pedestrians should not enter the skate area.

Make sure your riding equipment is in good working condition.

Inspect the park before use, stay off surfaces when wet or otherwise hazardous.

Do not leave possessions unattended.

The skate park is open to bikes, skateboards, scooters, in-line skates, and other non-motorized wheeled vehicles.

Skate Park Rules:

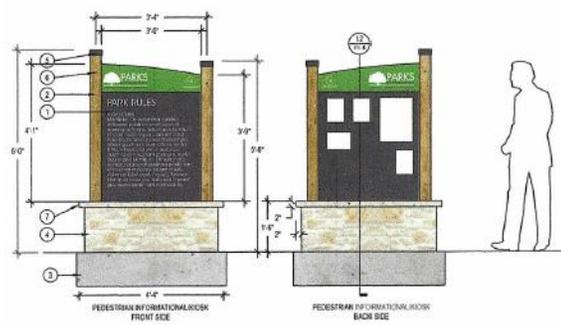
No glass containers. No alcohol or drugs. No loud music. No vandalism. No soliciting. No fires. No motorized vehicles. No littering. No sleeping. No unpermitted events or vending. Leash and clean up after your dog.

Hours of Operation:

Summer (April 1- November 15): 5 A.M. to 11 P.M.

Winter (November 16 - March 31): 7 A.M. to 10 P.M.

RULES & REGULATIONS SIGN TEXT



PRECEDENT IMAGES - SITE FURNISHINGS

CITY OF DRIPPING SPRINGS SKATE PARK
 FOUNDERS MEMORIAL PARK | DRIPPING SPRINGS, TX | MAY 2023





STAFF REPORT
City of Dripping Springs
PO Box 384, 511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: October 17, 2023

Agenda Item Wording: **Public hearing and consideration of approval of an Ordinance amending Chapter 2 Administration and Personnel, Article 2.04: Boards, Commissions and Committees, Division 5. Dripping Springs Ranch Park Board of Directors, amending the ordinance as it relates to membership.**
Sponsor: Council Member Sherrie Parks

Agenda Item Requestor: Emily Nelson, DSRP Manager

Summary/Background: At their October 4th regular meeting, the DSRP unanimously voted to expand membership of their board. The board was presented with different scenarios for membership and has elected to increase membership from 5 to 7.

Previously this board did not have any residents requirements; however, all other board, commissions and committees have requirements related to residency, and therefore staff is recommending that at least two members be residents of the city. Currently Chair Todd Purcell and Secretary Pam Owens are residents of the City.

The board has 2 members with seats expiring September 30, 2025, and 3 members with terms expiring September 30, 2024. In order to maintain balance on the board staff is recommending new members have terms expiring September 30, 2025.

Board Recommendation: At the regular meeting of October 4, 2023, the Board recommended expanding board membership to seven (7) members.

Recommended Council Actions: Staff recommends approval of the Ordinance, with terms of new members expiring September 30, 2025.

Attachments:

1. Ordinance
2. Ordinance Attachment A

Next Steps/Schedule:

1. If approved execute and file with MuniCode for incorporation into the Code of Ordinances.
2. Inform Board of City Council decision.
3. Update Board information on website.
4. Advertise for vacancies and work with DSRP Manager to fill seats.

CITY OF DRIPPING SPRINGS

ORDINANCE No. 2023-___

AN ORDINANCE AMENDING ARTICLE 2.04: DIVISION 5. DRIPPING SPRINGS RANCH PARK BOARD OF DIRECTORS: UPDATING THE ORDINANCE AS IT RELATES TO MEMBERSHIP: FINDINGS OF FACT; AMENDMENT; REPEALER; SEVERABILITY; CODIFICATION; EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.

WHEREAS, the Dripping Springs Ranch Park Board of Directors (the “Board”), advises the City Council on recommended policies and application of policies for the development, operation, and management of the Dripping Springs Ranch Park Event Center (the “Event Center”); and

WHEREAS, the City Council recognizes that a number of individuals and organizations use the Event Center for a wide range of activities; and

WHEREAS, the City Council finds expanding the membership of the Board will allow for greater representation of those organizations and individuals that use the Event Center; and

WHEREAS, the City Council finds that it in the best interest of the community and the Dripping Springs Ranch Park Event Center to make the changes to the ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Dripping Springs, Texas:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. AMENDMENT

Article 2.04; Division 5 Dripping Springs Ranch Park Board of Directors, Code of Ordinances, City of Dripping Springs, is hereby amended to read in accordance with Attachment “A”, Attachment A, which is attached hereto and incorporated into this Ordinance for all intents and purposes. Language that is struck through is repealed; language that is underlined is added.

3. REPEALER

All ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance, are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

4. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections, or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

5. CODIFICATION

The City Secretary is hereby directed to record the attached rules, regulations, and policies in the City’s Code of Ordinances as authorized by Section 52.001 of the Texas Local Government Code.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED & APPROVED this, the 14th day of October, by a vote of ___ (ayes) to ___ (nays) to ___ (abstentions) of the City Council of Dripping Springs, Texas.

CITY OF DRIPPING SPRINGS:

Bill Foulds, Jr., Mayor

ATTEST:

Andrea Cunningham, City Secretary

DRIPPING SPRINGS CODE OF ORDINANCES
CHAPTER2 – ADMINISTRATION AND PERSONNEL
ARTICLE 2.04: BOARDS, COMMISSIONS AND COMMITTEES
DIVISION 5. DRIPPING SPRINGS RANCH PARK BOARD OF DIRECTORS

Sec. 2.04.121. Scope.

This division shall apply throughout the city limits.

(Ord. No. 2020-34 , § 2, 6-24-2020)

Sec. 2.04.123. Board of directors created.

- (a) Formation. There is hereby created the board of directors.
- (b) Membership. ~~The board shall consist of and be governed by five members. The board shall consist of and be governed by seven members. At least two members shall be city residents.~~
- (c) Appointment and removal. Members of the board shall be appointed by the city council. Board members may be removed by the city council for any reason. Any board member absent for three or more consecutive regular meetings, or more than four regular meetings within a fiscal year, unless excused, shall be deemed to have automatically and voluntarily resigned, and thus vacated the board member's position on the board.
- (d) Terms of office. Each board member will serve a two-year term and may be reappointed upon application. Vacancies on the board may be filled by appointment of the city council for the unexpired term. Upon the creation of the board, the first three members appointed shall serve a two-year term and the other two members appointed shall serve a one-year term initially.
- (e) Municipal officers. Board members are not municipal officers but shall be obligated to comply with all ethical standards applied to officers of the city.
- (f) Management. The presiding officer of the board shall be a chair appointed by the city council from among the board members. The presiding officer shall serve a term of two years.
- (g) Voting. A quorum for all meetings of the board shall consist of a simple majority. The chair shall have the right to vote in matters before the board.



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: October 17, 2023

Agenda Item Wording: **Discuss and consider the Appointment of Sean Casey to the Dripping Springs Ranch Park Board of Directors for a term ending September 30, 2025. Sponsor: Council Member Sherrie Parks**

Agenda Item Requestor: Andrea Cunningham, City Secretary

Summary/Background: With approval of the amended DSRP Board Ordinance as it relates to membership, staff is recommending the appointment of Sean Casey.

Sean submitted his application for the Board August 12, 2023. DSRP Manager Emily Nelson and Council Member Sherrie Parks interviewed Sean and found him to be an excellent candidate for the Board.

Recommended Council Actions: Staff recommends the appointment of Sean Casey to the DSRP Board for a term expiring September 30, 2025.

Attachments: 1. Sean Casey Application

Next Steps/Schedule:

1. Inform applicant of Council decision and send welcome letter if approved.
2. Inform Board of Council decision.
3. Update roster and website.



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: October 3, 2024

Agenda Item Wording: **Discuss and consider approval of a Resolution designating the Official Newspaper for the City of Dripping Springs for Fiscal Year 2023-2024.**

Agenda Item Requestor: Andrea Cunningham, City Secretary

Summary/Background: Pursuant to [Texas Government Code Section 2051 Selection of Newspaper](#), the governmental entity or representative required to publish a notice in a newspaper shall select, in accordance with this subchapter, one or more newspapers to publish the notice, which is subject to certain criteria in sections 2051.044 – 2051.051. The following types of notices are published in the official newspaper of record:

- Public Hearing – planning and development notices, budget, tax rate, capital projects, etc.
- Bids – RFQ, SOQ, RFB, etc.
- Notices – ordinances, resolutions, elections, etc.

Annually the City solicits submissions from local newspapers that meet the publishing requirements and staff reviews each submission accordingly. Approved submissions are provided to the Council for selection.

Application packets were provided to Dripping Century News General Manager Dalton Sweat, and News-Dispatch Publisher Ashely Kontnier via email September 5th with a due date of September 22nd.

Both newspapers submitted applications by the due date and meet the requirements for Official Newspaper. The attached chart is a side by side comparison of information provided in the submitted applications. The cost comparison examples are taken from those submitted by Dripping Springs Century News.

Below is an accounting of Official Newspaper Selection over the past 10 years:

- 2014 – 2015: News-Dispatch
- 2016 – 2023: Dripping Springs Century News

Recommended Council Actions:

Staff recommends the selection of an Official Newspaper, at the discretion of the City Council, for Fiscal Year 2024.

Attachments:

1. Comparison Chart
2. Century News Application Packet
3. News-Dispatch Application Packet
4. Resolution Designating Official Newspaper
5. Official Newspaper Agreement

Next Steps/Schedule:

1. Notify newspapers of decision
2. Execute and file Resolution and Agreement
3. Inform staff of decision and provide contact sheet as submitted with application.

	News-Dispatch	Century News
Newspaper devotes not less than 25% of total column lineage to general items.	✓	✓
Newspaper is published at least once per week.	✓	✓
Newspaper is entered as 2 nd Class Postal Matter.	✓	✓
Newspaper published regularly and continuously the past 12 months.	✓	✓
Newspaper has not omitted more than two issue in the past 12 months.	✓	✓
Newspaper notices are accessible to the public on the newspaper's website at no cost.	✓	✓
Newspaper submits published notices to the Texas Press Association.	✓	✓
Number of subscribers in zip code 78620.	90	630
Number of subscribers in zip code 78619.	18	76
Number of subscribers in zip code 78737.	22	79
Number of kiosk placements in the city and extraterritorial jurisdiction.	100	21
Public Notice Rate	\$8.00 1 st 20 words, \$.50/additional	\$2.51/line
Legal Notice Rate	\$8.00 1 st 20 words, \$.50/additional	\$2.51/line
Display Ads (boxed notice)	\$9.65/column inch	\$10.51/column inch
Tax Rate Hearing (1/4 Page)	\$280.50	\$283.50
Publication Affidavit	\$8.00	\$6.00
**All notices require an affidavit tear sheet (affidavit plus newspaper clipping)		\$3.00/additional

**All prices include required affidavit and tear sheet.*

	News-Dispatch	Century News
Example 1	\$32.00	\$41.14
Example 2	\$145.52	\$155.77
Example 3	\$109.33	\$116.36
Example 4	\$280.50	\$289.50



DRIPPING SPRINGS
Texas

OFFICIAL NEWSPAPER APPLICATION

FISCAL YEAR 2024 – APPLICATION DUE SEPTEMBER 28, 2023

APPLICANT INFORMATION

Name of Publication: News-Dispatch

Physical Address: 113 W. Center Street City: Kyle Zip Code: 78640

Mailing Address: Same City: Same Zip Code: Same

Main Phone: 512-268-7862

Website Address: www.haysnewsdispatch.com

CONTACT INFORMATION

Check here if a contact list is attached.

Main Contact

Name: Ashley Kontnier

Phone: 512-268-7862

Email: publisher@bartonpublicationsinc.com

Publications and Notices

Name: Ashley Kontnier

Phone: 512-268-7862

Email: paper@haysnewsdispatch.com

Press Releases

Name: Megan Navarro

Phone: 512-268-7862

Email: news@haysfreepress.com

REQUIRED CRITERIA

Please select "YES" or "NO" for each set of criteria below.

1. Newspaper devotes not less than 25% of total column lineage to general items. Yes
2. Newspaper is published at least once per week. Yes
3. Newspaper is entered as 2nd Class Postal Matter in the county were published. Yes
4. Newspaper has been published regularly and continuously for the past 12 months. Yes
5. Newspaper has not omitted more than two issues in the past 12 months. Yes
6. Newspaper public notices are accessible to the public on the newspaper's website at no cost. Yes
7. Newspaper submits published notices to the Texas Press Association. Yes

SUBSCRIBER & DISTRIBUTION INFORMATION (2022)

500 Total number of subscribers (website and print copy, not including kiosk deliveries)

90 Subscribers in 78620

18 Subscribers in 78619

22 Subscribers in 78737

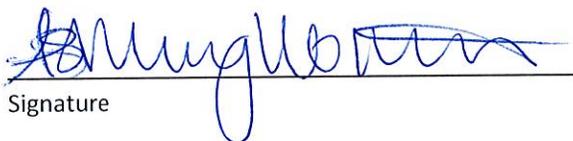
100 Total number of kiosk placements in Dripping Springs (City & ETJ)

STATEMENT OF UNDERSTANDING

I UNDERSTAND THAT PURSUANT TO TEXAS GOVERNMENT CODE SECTION 2051.045 LEGAL RATE CHARGED FOR PUBLICATION, THAT THE LEGAL RATE FOR PUBLICATION OF A NOTICE IN A NEWSPAPER IS THE NEWSPAPER'S LOWEST PUBLISHED RATE FOR CLASSIFIED ADVERTISING, AND SECTION 2051.051 BILL FOR PUBLICATION, THAT A NEWSPAPER THAT PUBLISHES A NOTICE SHALL SUBMIT A BILL FOR THE PUBLICATION WITH A CLIPPING OF THE PUBLISHED NOTICE AND A VERIFIED STATEMENT OF THE PUBLISHER THAT: (1) STATES THE RATE CHARGED, (2) CERTIFIES THAT THE RATE CHARGED IS THE NEWSPAPER'S LOWEST PUBLISHED RATE FOR CLASSIFIED ADVERTISING, AND (3) CERTIFIES THE NUMBER AND DATES OF PUBLICATION.

I understand that the following must be attached to this application in order to be considered:

- 1) Rate sheet for public notice, legal notice, tax rate hearing and publication affidavit; and
- 2) Completed Conflict of Interest Questionnaire.



 Signature

09/20/2023

 Date

Ashley Kontnier, Publisher

 Printed Name and Title

BARTON PUBLICATIONS, INC.

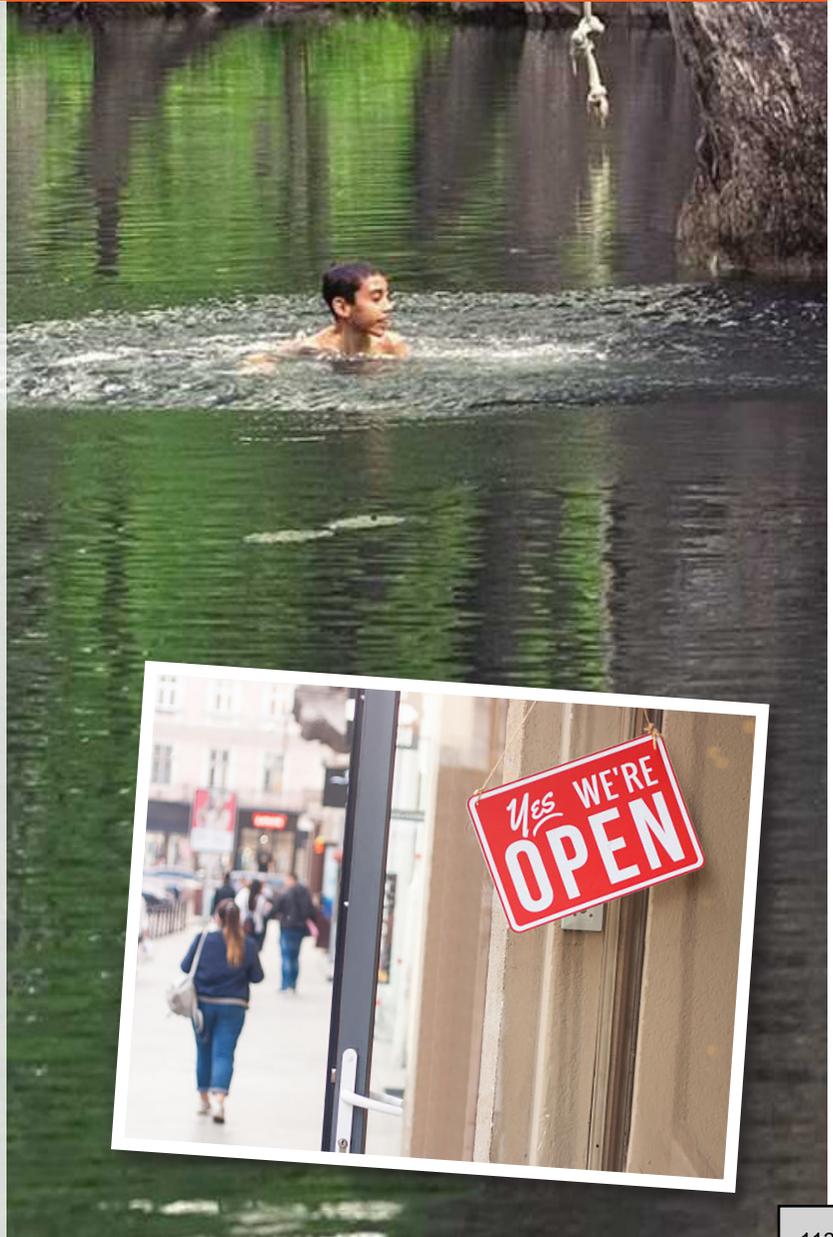
Hays Free Press and News-Dispatch

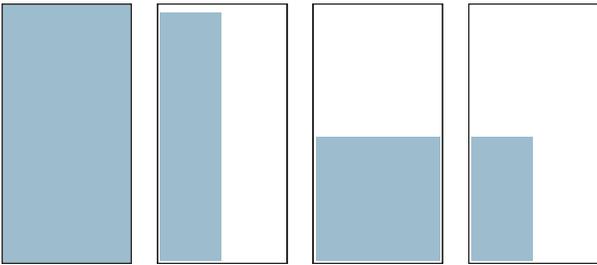
CONSOLIDATED RATE SHEET

Barton Publications, which prints the *Hays Free Press*, the *News-Dispatch* and the *Hays County Echo*, is the oldest continuously family-run - and home grown - business in northern Hays County.

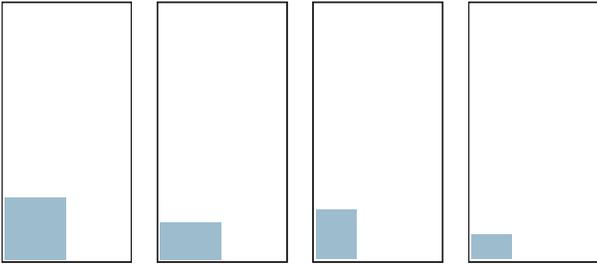
It is strong to this day, expanding coverage, adding new products and branching out in many ways.

Please contact us to talk about marketing, stories or to subscribe: 512-268-7862.





Full page Half page vertical Half page horizontal Quarter page vertical



Eighth page 3 col. x 3" 2 col. x 4" 2 col. x 2"

Hays Free Press

Full Page
 6 col. x 20.125 inches
 (10" w x 20.125" h)
 One X = \$1291
 Four X = \$1097
 Thirteen X = \$1031

Half Page
 6 col. x 10 inches
 or 3 col. x 20.125 inches
 (10" w x 10" h)
 One X = \$645
 Four X = \$550
 Thirteen X = \$518

Quarter Page
 3 col. x 10 inches
 (4.9375" w x 10" h)
 One X = \$330
 Four X = \$289.50
 Thirteen X = \$264

Eighth Page
 3 col. x 5 inches
 (4.9375" w x 5" h)
 One X = \$172.50
 Four X = \$146.60
 Thirteen X = \$137.80

3 col. x 3 inches
 (4.9375" w x 3" h)
 One X = \$103.50
 Four X = \$88
 Thirteen X = 83

2 col. x 4 inches
 (3.25" w x 4" h)
 One X = \$92
 Four X = \$78.25
 Thirteen X = \$73.50

2 col. x 2 inches
 (3.25" w x 2" h)
 One X = \$46
 Four X = \$39.25
 Thirteen X = \$37

News-Dispatch

Full Page
 6 col. x 20.125 inches
 (10" w x 20.125" h)
 One X = \$1103
 Four X = 937
 Thirteen X = 880

Half Page
 6 col. x 10 inches
 or 3 col. x 20.125 inches
 (10" w x 10" h)
 One X = \$540
 Four X = \$459
 Thirteen X = \$432

Quarter Page 3 col.
x 10 inches
 (4.9375" w x 10" h)
 One X = \$280.50
 Four X = \$238.50
 Thirteen X = \$204.50

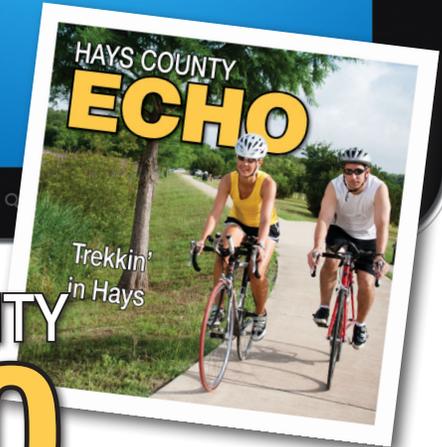
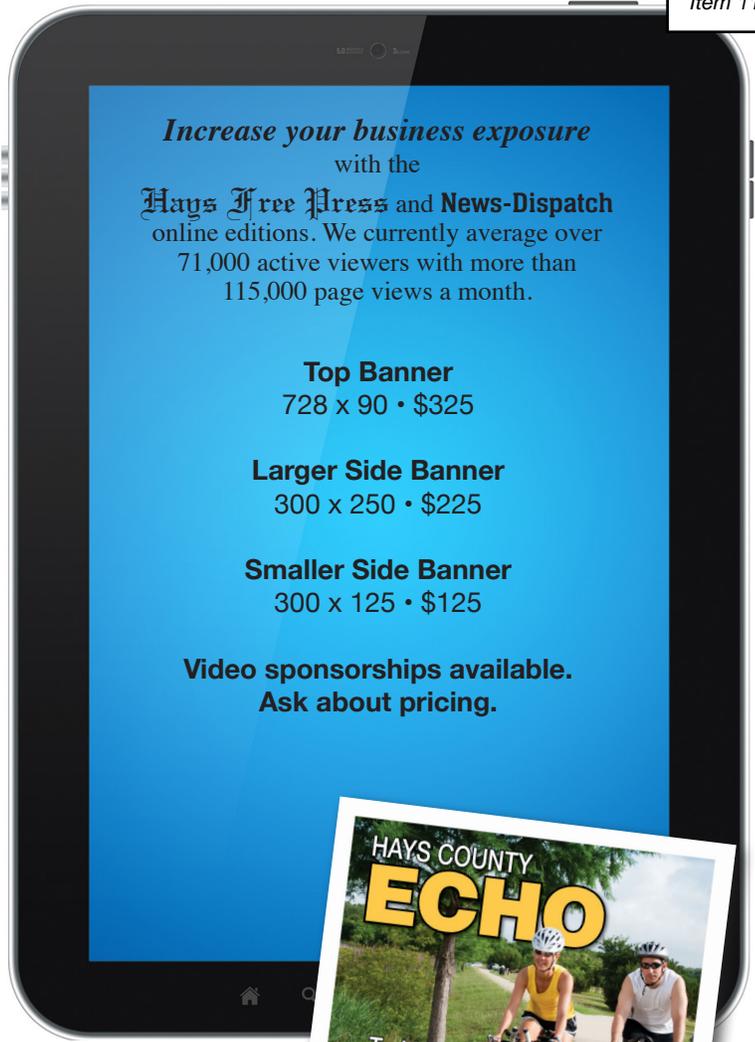
Eighth Page
 3 col. x 5 inches
 (4.9375" w x 5" h)
 One X = \$144.75
 Four X = \$123
 Thirteen X = \$116

3 col. x 3 inches
 (4.9375" w x 3" h)
 One X = \$86.85
 Four X = \$73.75
 Thirteen X = \$69.50

2 col. x 4 inches
 (3.25" w x 4" h)
 One X = \$77.25
 Four X = \$65.50
 Thirteen X = \$61.50

2 col. x 2 inches
 (3.25" w x 2" h)
 One X = \$38.50
 Four X = \$32.75
 Thirteen X = \$30.75

Full color is available on all ads for an additional \$2.50 per column inch. (15" minimum)



HAYS COUNTY ECHO

Advertise in the Hays County Echo – our quarterly feature tabloid – and reach homes in Buda, Kyle and Dripping Springs

	1X	4X
Full Page (10" w x 10" h)	\$760	\$680
1/2 Page (4.94" w x 10" h or 10" w x 4.8125" h)	\$450	\$380
1/4 Page (4.94" w x 4.8125" h)	\$225	\$191
1/8 Page (4.94" w x 2.4" or 2.375" w x 4.8125" h)	\$165	\$140
Back Page Premium..... (10" w x 10" h)	\$1000	\$850
Inside Front Cover Premium..... (10" w x 10" h)	\$950	\$810

DETAILS, DETAILS, DETAILS

EARNED RATES FOR HAYS FREE PRESS

Retail and Classified Display earned rates are net and based on number of column inches per insertion. Bulk contracts are available.

Agency Rate	14.30
Local Open Rate	11.50
31-50"	11.00
51-90"	10.75
91-126"	10.50
127-168"	10.25
169" +	9.65

EARNED RATES FOR NEWS-DISPATCH

Display earned rates are net and based on the number of column inches per insertion. Bulk contracts available.

Agency Rate	11.25
Local Rate	9.65
31-50"	9.35
51-90"	9.00
91-126"	8.75
127-168"	8.50
169+	8.25

FREQUENCY DISCOUNTS

Contract Discount:

- 13 or more consecutive insertions earn a 20% discount off the earned rate.

COLOR

Full color is available on all ads for an additional \$2.50 per column inch. (15" minimum)



CLASSIFIEDS

- 20 Words.....\$8.00
- Additional Words 50¢

Classified Display ads are charged at regular display rates, based on 6-column format (see Mechanical Requirements)

SPECIALTY PAGES

All ads in these pages require a 13-week minimum contract.

- Church Directory\$18/week
- Service Directory\$30/week
- Business listing on Church Page.....\$18/week
- Professional Directory\$35/week
- Women in Business.....\$45/week (6x commitment)

PRE-PRINTED INSERTS

Hays Free Press

All inserts are billed for the full run

Up to .25 oz	\$295
to .5 oz	\$365
to 1 oz	\$430
to 1.5 oz	\$465
to 2 oz	\$550
Over 2 oz	Call for Quote

News-Dispatch

Up to .25 oz	\$150
to .5 oz	\$180
to 1 oz	\$225
to 1.5 oz	\$300
to 2 oz	\$350
Over 2 oz	Call for Quote

Call for rates on inserts weighing other amounts

- Finished insert size cannot exceed 10.5" x 12"
- Inserts must arrive at our press no later than 5 p.m. Friday the week prior to publication.
Bryan Eagle Commercial Printing
1729 Briarcrest
Bryan, Texas 77802
(979) 731-4666
- Please call for rates for inserting bulky, undersized coupon books.



DEADLINES

The deadline for display advertising is 5 p.m. Friday the week prior to publication; classified advertising deadline is noon Monday the week of publication.

ACCEPTABLE MATERIALS

Advertisers who produce and provide their own ads should submit Adobe Acrobat PDF files, at 210 dpi with all fonts embedded.

If color, files must also be CMYK, with no four-color black text.

MECHANICAL REQUIREMENTS

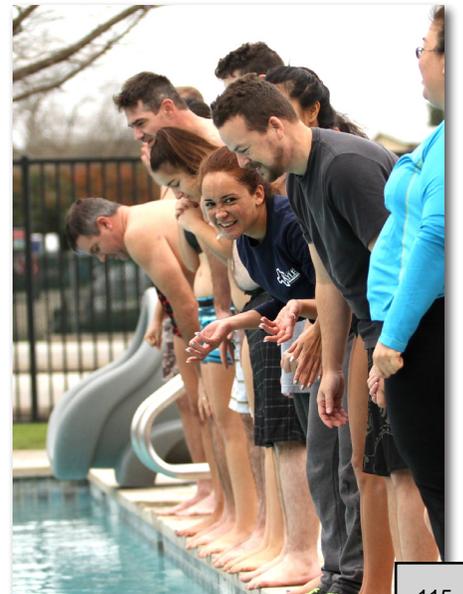
Six column broadsheet format. Page depth is 20 inches; column width: 1.56 inches (9.36 picas) wide with .167 inch gutters. Full page width is 10".

A 25% upcharge will be added to the weekly bill for guaranteed placement of ads.

GENERAL POLICIES

- Advertising taller than 18 inches will be billed for the full depth of the page.
- Earned and discounted rates are net to the newspaper.
- Earned and discounted rates apply only to those accounts in good standing.
- Accounts that fall 90 days past-due will lose the discounts and will be back-billed at the Local Open Rate.
- All advertisers are expected to pay in advance unless a credit application has been submitted and approved.
- Advertising that has the appearance of editorial copy will display the word "advertisement" plainly and prominently inside the ad.

Rate Card #2021-10-1



BARTON PUBLICATIONS, INC.

Hays Free Press
113 W. Center Street
Kyle, TX 78640
Phone: (512) 268-7862
www.HaysFreePress.com
www.HaysNewsDispatch.com

CONTACTS

Publisher: Ashley Kontnier
publisher@bartonpublicationsinc.com

Editors:
Megan Navarro
megan@haysfreepress.com

Natalie Frels
natalie@haysfreepress.com

Advertising:
ads@haysfreepress.com

**Classifieds/Public Notice/
Circulation:**
paper@haysfreepress.com





DRIPPING SPRINGS
Texas

OFFICIAL NEWSPAPER APPLICATION

FISCAL YEAR 2024 – APPLICATION DUE SEPTEMBER 28, 2023

APPLICANT INFORMATION

Name of Publication: Dripping Springs Century News

Physical Address: 101 FM 3237 Ste A City: Wimberley Zip Code: 78676

Mailing Address: PO Box 732 City: Dripping Springs Zip Code: 78620

Main Phone: (512) 858-4163

Website Address: drippingspringsnews.com

CONTACT INFORMATION

Check here if a contact list is attached.

Main Contact

Name: Dalton Sweat

Phone: (512) 644-9785

Email: dsweat@sanmarcosrecord.com

Publications and Notices

Name: Karitta Love

Phone: (512) 858-4163

Email: wimberleyview@gmail.com

Press Releases

Name: Madi Telschow

Phone: (512) 858-4163

Email: mtelschow@drippingspringsnews.com

REQUIRED CRITERIA

Please select "YES" or "NO" for each set of criteria below.

- 1. Newspaper devotes not less than 25% of total column lineage to general items. YES
- 2. Newspaper is published at least once per week. YES
- 3. Newspaper is entered as 2nd Class Postal Matter in the county were published. YES
- 4. Newspaper has been published regularly and continuously for the past 12 months. YES
- 5. Newspaper has not omitted more than two issues in the past 12 months. YES
- 6. Newspaper public notices are accessible to the public on the newspaper's website at no cost. YES
- 7. Newspaper submits published notices to the Texas Press Association. YES

SUBSCRIBER & DISTRIBUTION INFORMATION (2022)

_____ 859 _____ Total number of subscribers (website and print copy, not including kiosk deliveries)

_____ 630 _____ Subscribers in 78620

_____ 76 _____ Subscribers in 78619

_____ 79 _____ Subscribers in 78737

_____ 21 _____ Total number of kiosk placements in Dripping Springs (City & ETJ)

STATEMENT OF UNDERSTANDING

I UNDERSTAND THAT PURSUANT TO TEXAS GOVERNMENT CODE SECTION 2051.045 LEGAL RATE CHARGED FOR PUBLICATION, THAT THE LEGAL RATE FOR PUBLICATION OF A NOTICE IN A NEWSPAPER IS THE NEWSPAPER'S LOWEST PUBLISHED RATE FOR CLASSIFIED ADVERTISING, AND SECTION 2051.051 BILL FOR PUBLICATION, THAT A NEWSPAPER THAT PUBLISHES A NOTICE SHALL SUBMIT A BILL FOR THE PUBLICATION WITH A CLIPPING OF THE PUBLISHED NOTICE AND A VERIFIED STATEMENT OF THE PUBLISHER THAT: (1) STATES THE RATE CHARGED, (2) CERTIFIES THAT THE RATE CHARGED IS THE NEWSPAPER'S LOWEST PUBLISHED RATE FOR CLASSIFIED ADVERTISING, AND (3) CERTIFIES THE NUMBER AND DATES OF PUBLICATION.

I understand that the following must be attached to this application in order to be considered:

- 1) Rate sheet for public notice, legal notice, tax rate hearing and publication affidavit; and
- 2) Completed Conflict of Interest Questionnaire.



Signature

9/29/23

Date

Dalton Sweat, Publisher Dripping Springs Century News
Printed Name and Title

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY
Date Received

1 Name of vendor who has a business relationship with local governmental entity.
Dripping Springs Century News

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.
N/A
Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.
N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?
 Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?
 Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7
Dallo Sant 09/29/23
Signature of vendor doing business with the governmental entity Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Legal Ad Rates for City of Dripping Springs

10/6/22

Legal Notices: *Line Ad*

Public Notice line ads are based on lines used. The cost is \$2.51 per line.

Legal Notices: *Display*

We have simplified the cost of display ads to \$10.51 per column inch.

Tax Rate Hearing Notice:

Tax Rate Hearing Notices, run once per year unless the client requests additional runs, are required to run as a display ad in the standard pages of the newspaper, as opposed to in the classified section. These ads are almost always a $\frac{1}{4}$ page and the price is \$283.50 per run.

Public Affidavit:

A Public Affidavit tearsheet is \$6.00 for the first tearsheet and \$3.00 for each additional tearsheet.

**Public Notice
Line**

\$35.14

\$6 tear sheet

Total: \$41.14

Dripping Springs CLASSIFIED

P.O. Box 732 Dripping Springs, TX 78620

Public Notice

Public Notice

Public Notice

Public Notice

General Help Wanted

General Help Wanted

**City of Dripping Springs
Public Notice of Approved Ordinance
FY20 Budget Amendment
Effective Date: September 24, 2020
Ordinance No. 2020-50**

AN ORDINANCE OF THE CITY OF DRIPPING SPRINGS, TEXAS AMENDING THE CURRENT 2019-2020 FISCAL YEAR BUDGET; FINDING MUNICIPAL PURPOSES; AUTHORIZING EXPENDITURES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

NOTICE TO CREDITORS

Notice is hereby given that original Letters Testamentary for the Estate of Robin R. Essl, Deceased, we issued on August 26, 2020, in Cause No. 20-2032-P, pending in the County Court at Law of Hays County, Texas, to: Georgia L. Essl.

All persons having claims against this Estate which is currently being administered are required to present them to the undersigned within the time and in the manner prescribed by law.

c/o: **Carrie Campbell
Attorney at Law
303 Mesa Drive
Wimberley, Texas 78676**

DATED the 16th day of September, 2020.

Carrie Campbell
Attorney for Georgia L. Essl
State Bar No.: 00792393
303 Mesa Drive
Wimberley, Texas 78676
Telephone: (512) 847-1308
Facsimile: (512) 847-3590
E-mail: carriec1970@gmail.com

**NOTICE OF PUBLIC HEARING
(Request for Zoning)**

**NOTICE OF PUBLIC HEARING
(Conditional Use Permit)**

Notice is hereby given that the Planning & Zoning Commission of the City of Wimberley will hold a public hearing at the Wimberley City Hall on **Thursday, October 8, 2020 at 6:00 p.m.** to consider the following: **CUP-20-006** – an application for a Conditional Use Permit (CUP) to allow for the construction of a second residential building at 600 Flite Acres Road. Upon recommendation of the Planning & Zoning Commission, the City Council will also hold a public hearing on **Thursday, October 15, 2020, at 6:00 p.m.** at City Hall.

Comments on this request from any member of the public may be presented in person at City Hall, by mail (221 Stillwater, Wimberley, TX), or by email (planner@cityofwimberley.com) prior to the hearing. The public will be granted an opportunity to speak at the hearings. Additional information concerning the proposed action is available for review at the Wimberley City Hall, 221 Stillwater, Wimberley, Texas.

Did you know?
You can now view the
Legals and Public
Notices Online at
drippingspringsnews.com

Like us on
facebook

NOW HIRING
Sign on Bonus
401K
Insurance
Employment



**Port
Aransas
Police
Department**

Immediate openings for
experienced officers and
dispatchers.

Details:
cityofportaransas.org

**INDEPENDENT CONTRACTOR
NEWSPAPER CARRIERS NEEDED!**

Early morning hours, 7 days per week
San Marcos & surrounding areas

- Requirements:**
Valid Drivers License
Social Security
Dependable Vehicle
Back Up Vehicle
Dependability



Please call, text or email Rose
@ (830)385-4298,
rose@earlybirdexpressllc.com, Early Bird Express, LLC,
Owner

General Help Wanted

General Help Wanted

General Help Wanted

Pubic Notice
Display
\$149.77
\$6 tear sheet
Total: \$155.77

Dripping Springs

CLASSIFIED

P.O. Box 732 Dripping Springs, TX 78620

Public Notice

Public Notice

Public Notice

General Help Wanted

General Help Wanted

General Help Wanted

**REQUEST FOR QUALIFICATIONS FOR
 "GRANT WRITING SERVICES
 OLD FITZHUGH ROAD PROJECT"
 CITY OF DRIPPING SPRINGS, TEXAS**

PUBLIC NOTICE

Notice is hereby given that the City of Dripping Springs, Texas is soliciting Statements of Qualifications for Grant Writing and Management Services Old Fitzhugh Road Project.

Sealed Statements of Qualifications must be submitted in one (1) original, five (5) copies, and one (1) electronic copy in PDF format on a flash drive and shall be delivered to:

City of Dripping Springs, Texas
 Attn: Ginger Faught, Deputy City Administrator
 511 Mercer Street
 Dripping Springs, Texas 78620

In lieu of paper submissions, submissions may be made through electronic submission by email to gfaught@cityofdrippingsprings.com with the subject line "OFR Grant Writing Services". Documents should be submitted in PDF format. Statements of Qualifications must be submitted **by 4 p.m. on October 30, 2020**, at which time the statements will be publicly opened and read aloud. Statements received after the opening date and time will not be considered.

A pre-proposal meeting will be held on October 23, 2020 at 10 a.m. via Zoom Meeting. This meeting is optional. If interested in participating in the pre-proposal meeting please email kcampbell@cityofdrippingsprings.com by October 16, 2020. Information to participate in the Zoom Meeting will be provided prior to the meeting to any person who has requested to participate.

If additional information is requested, please email questions to Ginger Faught, Deputy City Administrator at gfaught@cityofdrippingsprings.com with "OFR Grant Writing Services" in the subject line. RFQs may be picked up at the above address or viewed online at the City's website at www.cityofdrippingsprings.com.

Administrative Assistant
 North Hays County Emergency Service
 District #1 has a part-time vacancy.
 - \$12 to \$20/hr. DOQ
 - 10-20 hours per week
 - Flexible schedule
 - No holidays or weekends

Direct questions, resumes and letters of interest to
administrator@northhayscountyesd1.org
 or mail to:

NHCESD#1
 PO Box 1604
 Dripping Springs, TX 78620

See Job description on home page
<https://www.northhayscountyesd1.org/administrative-assistant/>



Texas F

Garrison Brothers Dis looking for someone c with us as a Hospitality part-time (on Fridays & down the road).

We start early and we individual will greet vis up our equipment, swe bourbon samples for c

This individual will co most people learn in a with our guests. All wi

To apply, please visit t resume to sitandsip@g job description from N

Wallflowers, socialites, APPLY.



General Help Wanted

General Help Wanted

DRIPPING SPRINGS DAIRY QUEEN

NOW HIRING GENERAL MANAGER
 IMMEDIATE OPENINGS

What We Offer:
 Competitive Pay
 Paid Holidays and Vacation
 Incentive Pay and Career Advancement

General Help Wanted

INDEPENDENT NEWSPAPER CAF

Early morning hour
 San Marcos & su

Require
 Valid Drive
 Social S
 Depen

Public Notice

Public Notice

NOTICE TO CREDITORS

Notice is hereby given that original Letters Testamentary for the Estate of Judy Czop, Deceased, were issued on October 5, 2020 in Cause No. 20-0293-P pending in the County Court at Law of Hays County, Texas to John R. Czop, as Independent Executor of said Estate. All persons having claims against this Estate are required



General Help Wanted

IMMEDIATE HIRE
 For male and female caregivers in

Notice is hereby given that original Letters Testamentary for the Estate of Richard C. Graham, Deceased, were issued on June 23, 2020, in Cause No. 20-0154-P, pending in the County Court at Law of Hays County, Texas, to: George Shaw.

Legal Notice

\$10.36

\$6 tear sheet

Total:

\$116.36

Carrie Campbell
190 Oak Drive
Wimberley, Texas 78676
Telephone: (512) 847-1308
Facsimile: (512) 847-3590

DATED the 21st day of July, 2020.

Carrie Campbell
190 Oak Drive
Wimberley, Texas 78676
Telephone: (512) 847-1308
Facsimile: (512) 847-3590

NOTICE TO CREDITORS

Notice is hereby given that original Letters Testamentary for the Estate of Gracie Irene Shaw, deceased, were issued on July 1, 2020, in Cause No. 20-0156-P, pending in the County Court at Law of Hays County, Texas, to: George Shaw.

All persons having claims against this Estate which is currently being administered are required to present them to the undersigned within the time and in the manner prescribed by law.

George Shaw
c/o Carrie Campbell
190 Oak Drive
Wimberley, Texas 78676

DATED the 21st day of July, 2020.

Carrie Campbell
190 Oak Drive
Wimberley, Texas 78676
Telephone: (512) 847-1308
Facsimile: (512) 847-3590

Did you know?
You can now view the
Legals and Public
Notices Online at
drippingspringsnews.com

**Public
Notice**

**Public
Notice**

**Public
Notice**

**Public
Notice**

Public Notice to Contractors

Wimberley Village Library District

Wimberley Village Library District (WVLD) is soliciting bids from businesses or individuals interested in a contract for the following positions: Landscape Maintenance, Facilities Maintenance, Facility Custodian, and Pest Control. A job specification packet will be available at the Wimberley Village

www.fema.gov/plan/prevent/thm/bfe, or call the FEMA Mapping and Insurance eXchange toll free at 1-877-FEMA MAP (1-877-336-2627).

**Public
Notice**

**Public
Notice**

**Public
Notice**

CITY OF DRIPPING SPRINGS, TEXAS MUNICIPAL BUDGET HEARING NOTICE FISCAL YEAR 2020-2021

The City of Dripping Springs, Texas, will hold a public hearing at the following day, time and place for the purpose of receiving written or oral comments concerning the proposed budget for fiscal year 2020-2021.

Date: August 11, 2020
Time: 6:30 p.m.
Place: City Hall Council Chambers via Zoom Videoconference
511 Mercer Street, Dripping Springs, Texas 78620
(Meeting join information is posted on the City's website calendar)

This budget will raise more total property taxes than last year's budget by \$224,350 or 17.23% and of that amount \$177,956 is tax revenue to be raised from new property added to the tax roll this year.

All interested citizens are encouraged to attend and/or submit written comments. A copy of the proposed budget in its entirety is available for public inspection during normal business hours in the office of the City Secretary, 511 Mercer Street, Dripping Springs, Texas 78620 and on the City's web site at cityodrippingsprings.com. Written comments can be emailed to City Secretary Andrea Cunningham at acunningham@cityofdrrippingsprings.com or mailed to the Attention of the City Secretary, City of Dripping Springs, PO Box 384, Dripping Springs, TX 78640.

**General Help
Wanted**

**General Help
Wanted**

INDEPENDENT CONTRACTOR NEWSPAPER CARRIERS NEEDED!

Early morning hours, 7 days per week
San Marcos & surrounding areas

Requirements:
Valid Drivers License
Social Security
Dependable Vehicle
Back Up Vehicle
Dependability

Please call, text or email Rose
@ (830)385-4298,
rose@earlybirdexpressllc.com, Early Bird Express, LLC,
Owner



GEO #90611208
Geographic ID
R52090
Address:
2 Maplewood Circle
Wimberly, Texas
78676
(203) 948-4444

Item 11.

MAN
SSI v
room
Wim
Marcc
pente
wash
62

Classifieds Work!

Auctions

**V & V M
2915 S. ZA
SAN A
SATURDAY
VIEWING: SA**

**THIS MACHINE SHC
MACHINES & INV
SEE OUR W
WWW.SISKAUC
JOHN SISK AUCTION**

WE BU

**Both non-pr
including Non-Part
Provide us your des**

CALL TO

LO
PO I
Lol

**Donate A Boat
or Car Today**

Boat Angel

"2-Night Free Vacation"

NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$ 0.1900 per \$100 valuation has been proposed by the governing body of the City of Dripping Springs, Texas.

PROPOSED TAX RATE	0.1900 per \$100
NO-NEW REVENUE TAX RATE	0.1850 per \$100
VOTER-APPROVAL REVENUE TAX RATE	0.2077 per \$100

The no-new-revenue tax rate is the tax rate for the 2020 tax year that will raise the same amount of property tax revenue for the City of Dripping Springs from the same properties in both the 2019 tax year and the 2020 tax year.

The voter-approval rate is the highest tax rate that the City of Dripping Springs may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that the City of Dripping Springs is proposing to increase property taxes for the 2020 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON SEPTEMBER 8, 2020 AT 6:30 P.M. AT CITY HALL – 511 MERCER STREET – DRIPPING SPRINGS, TEXAS OR VIRTUALLY AS SHOWN ON THE CITY WEBSITE www.cityofdrippingsprings.com. THE PUBLIC IS INVITED TO ATTEND THE HEARING AT CITY HALL IN PERSON IF DESIRED.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, the City of Dripping Springs is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support or opposition the proposed tax rate by contacting the members of the City Council of the City of Dripping Springs at their officers or by attending the public hearing mentioned above.

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

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

FOR the proposal: Taline Manassian, Wade King, April Harris Allison, Todd Purcell, Travis Crow
 AGAINST the proposal: None
 ABSENT: None

The 86th Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by the City of Dripping Springs last year to the taxes proposed to be imposed on the average residence homestead by the City of Dripping Springs this year.

	2019	2020	Change
Total Tax Rate (per \$100 of value)	0.1900	0.1900	\$0.00
Average homestead taxable value	\$352,150	\$373,261	Increase of 5.99%
Tax on average homestead	\$669	\$709	Increase of \$40 or 5.99%
Total tax levy on all properties	1,303,165	1,453,887	Increase of \$150,277 or 11.57%

For assistance with tax calculations, please contact the tax assessor for City of Dripping Springs at 512-393-5545 or jenifer.okane@co.hays.tx.us, or visit www.hayscountytax.com for more information.

Tax Rate
Hearing
Notice
\$283.50
\$6 tear sheet
Total:
\$289.50

FOR the proposal: Douglas L. Bott
 AGAINST the proposal: None
 PRESENT and not voting: None
 ABSENT: None

The following table compares taxes year to taxes proposed on the average

Total tax rate (per \$100 of value)

Difference in rates per \$100 of value

Percentage increase/decrease in rate

Average appraised residence homes

General homestead exemptions available (excluding 65 years of age or older or disabled)

Average residence homestead taxable value

Tax on average residence homestead

Annual increase/decrease in taxes if proposed tax rate is adopted (+/-) and percentage of increase (+/-)

NOTICE OF ELECTION

If the district adopts a combined rate that would result in the taxes on the average residence homestead increasing by more than 5 percent, the qualified voters of the district will determine whether to reduce the proposed rate under Section 49.23603, Water

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth

San Marcos Publishing, LP
Wimberley View • Century News
P.O. Box 49, Wimberley, Texas 78676
(512) 847-2202

State of Texas
County of Hays

Before me, the undersigned authority, on this day personally appeared Dalton Sweat, who being by me here and now duly sworn, upon oath says:

My name is Dalton Sweat, and I am the General Manager, of the The Wimberley View & The Dripping Springs Century News, a newspaper of general circulation in Hays County, Texas, and a newspaper which has been regularly and continuously published in Wimberley, Hays County, Texas, for a period of more than one year immediately preceding the date of publications of the following, and that the said notice, a copy of which follows, was published in the regular edition of said newspaper for a period of 1 week on the following dates:

September 24, 2020

----- 2020
----- 2020
----- 2020

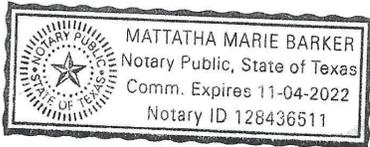
EXAMPLE

The said General Manager, Dalton Sweat further states that the rate charged for this publication is the lowest rate charged to commercial advertisers for the same class as advertising for a like amount of space.

[Signature]
Signature of Affiant

Subscribed and Sworn to me, by the said General Manager Dalton Sweat this 5th day of October, 2020 to certify which witness my hand and seal of office.

Mattatha Barker
NOTARY PUBLIC in and for Hays County, Texas



Advertising Receipt Ad 59600

San Marcos Daily Record

P.O. Box 1109
San Marcos, TX 78667
512-392-2458

Andrea Cunningham
City of Dripping Springs
PO Box 384
Dripping Springs, TX 78620

Customer: RA1942
Phone: 512-858-4725
Ad No.: 59600
Date: 09/16/20
Sales Rep: Barker, Taffy

Public Notices
City of Dripping Springs
Public Notice of Approved Ordinance
FY20 Budget Amendment
Effective Date: September 24, 2020
Ordinance No. 2020-50

Publication	First Date	Last Date	Days	Cost
Wimberley Legal Classifieds	09/24/20	09/24/20	1	\$38.76

Total Days: 1

Total Cost: \$38.76

AN ORDINANCE OF THE CITY OF DRIPPING SPRINGS, TEXAS AMENDING THE CURRENT 2019-2020 FISCAL YEAR BUDGET; FINDING MUNICIPAL PURPOSES; AUTHORIZING EXPENDITURES; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

EXAMPLE

Payment Date:	Pmt Amount:
Payment Type:	Other Credits:
Check/Card No.	Amount Due: \$38.76

CITY OF DRIPPING SPRINGS

RESOLUTION No. 2023-R_____

A RESOLUTION OF THE CITY OF DRIPPING SPRINGS, TEXAS, DESIGNATING AN OFFICIAL NEWSPAPER OF THE FISCAL YEAR 2023 – 2024.

WHEREAS, the City of Dripping Springs is required to adopt an official municipal newspaper at the beginning of each Fiscal Year, as per Chapter 2051.049 of the Texas Local Government Code; and

WHEREAS, the [INSERT NEWSPAPER HERE], a newspaper in the City of Dripping Springs, meets the statutory requirements for the official newspaper.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DRIPPING SPRINGS, TEXAS THAT:

1. The City Council designates the [INSERT NEWSPAPER HERE] as the City of Dripping Springs’ Official Newspaper for Fiscal Year 2023-2024; and
2. The City of Dripping Springs shall publish in the [Selected Newspaper] each ordinance caption, public notice, or other matter required by law or ordinance to be published; and
3. The City of Dripping Springs shall require applicants to publish in the [INSERT NEWSPAPER HERE] each public notice or other matter required by law or ordinance to be published by an applicant.

PASSED & APPROVED this, the 3rd day of October 2023, by a vote of _____(ayes) to _____ (nays) to _____ (abstentions) of the City Council of Dripping Springs, Texas.

CITY OF DRIPPING SPRINGS:

Bill Foulds, Jr., Mayor

ATTEST:

Andrea Cunningham, City Secretary

OFFICIAL NEWSPAPER AGREEMENT

This Agreement, made and entered into this, the 3rd day of October 2023, by and between the **City of Dripping Springs**, Texas (hereinafter referred to as the “City”) and **[INSERT NEWSPAPER HERE]** (hereinafter referred to as “Contractor”), is understood and agreed to be as set forth herein:

- 1. Description of Services:** In accordance with Chapter 52 of the Texas Local Government Code, the City has selected the Contractor to be its official newspaper. The City shall publish in its official newspaper each ordinance, notice, or other matter required by law or ordinance to be published. Tex. Loc. Gov’t Code § 52.004. The City and Contractor agree to the following:
 - (a) Contractor shall deliver affidavits of all published items submitted by the City of Dripping Springs to City Hall via mail, in person, or other electronic means as appropriate.
 - (b) Contractor shall conduct business in good faith displaying professionalism and a courteous manner in dealings with the staff, citizens, and customers of the City.
 - (c) Contractor will report to the City Administrator and City Secretary, verbally or in writing, any conflicts between Contractor and any citizen or customer in the course of performing said duties and responsibilities.
 - (d) Contractor shall maintain complete and accurate records of work performed for the City. Contractor shall manage both public and confidential records that the Contractor obtains pursuant to this Agreement with the understanding that some records may be subject to state open records laws. Contractor shall comply with the City’s public information policies.
 - (e) Contractor shall place all city notices on the Contractor’s website as required by law.
 - (f) Performs other related duties as needed.
- 2. Payment for Services:** The City will compensate the Contractor in accordance with the fee structure contained in the Contractor’s submission included as *Attachment “A”*. The Contractor shall invoice the City in accordance with *Attachment “A”*. Any charge that is in excess of the costs attached shall not be paid by the City.
- 3. Duration:** This Agreement shall be in effect until the end of the 2020-2021 Fiscal Year, or September 30, 2021, after which time the City Council of the City of Dripping Springs is required by Texas Local Government Code Chapter 52 to adopt an official municipal newspaper.
- 4. Termination:** Either party may terminate this Agreement by a thirty (30) day written notice.

- 5. Relationship of Parties:** It is understood by the parties that the Contractor is an independent contractor with respect to the City and not an employee of the City. The City will not provide fringe benefits, including health insurance benefits, paid vacation, or any employee benefit, for the benefit of the Contractor.
- 6. Employees:** Contractor employees, if any, who perform services for the City under this Agreement shall also be bound by the provisions of this Agreement. At the request of the City, the Contractor shall provide adequate evidence that such persons are the Contractor's employees.
- 7. Mandatory Disclosure:** Texas law requires that vendors make certain disclosures. Prior to the effective date of this Contract, the Contractor has submitted to the City a copy of the Conflict of Interest Questionnaire form (CIQ Form) approved by the Texas Ethics Commission (Texas Local Government Code Chapter 176), and the Contractor shall file a Form 1295 Certificate of Interested Parties (Form 1295) approved by the Texas Ethics Commission (Texas Government Code Section 2252.908). The Contractor also confirms it is in compliance with all Texas requirements related to government contracts including: (1) no boycott of Israel; (2) not listed as a foreign terrorist organization by the Texas Comptroller of Public Accounts; (3) Contractor does not have a policy or practice of discriminating against firearm entities or firearm trade associations; (4) Contractor does not boycott energy companies; and Contractor is compliant with all other Texas laws including any additional disclosure requirements.
- 8. Indemnification:** The Contractor agrees to indemnify and hold the City harmless from all claims, losses, expenses, fees, including attorney's fees, costs, and judgements that may be asserted against the City that result from acts or omissions of the Contractor, its employees if any, and the Contractor's agents.
- 9. Assignment:** The Contractor's obligation under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of the City.
- 10. Notice:** All notices required or permitted under this Agreement shall be in writing and shall be delivered either in person or deposited in the United States Mail, postage prepaid, and addressed as follows:

To the City:

City of Dripping Springs
Attn: City Secretary
PO Box 384
Dripping Springs, TX 78620
(512) 858-4725

To the Contractor:

[Contractor Business Name]
Attn: [Contact Person]
[Address]
[City, State, Zip]
[Phone Number]

Either party may change such address from time to time by providing written notice to the other party in the manner set forth above. Notice is deemed to have been received three (3) days after deposit in U.S. Mail.

- 11. Entire Agreement:** This Agreement contains the entire Agreement of the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes any prior written agreements between the parties.
- 12. Amendment:** This Agreement may be modified or amended only if the amendment is made in writing and is signed by both parties.
- 13. Severability:** If any provision of this Agreement shall be held to be invalid or unenforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
- 14. Waiver of Contractual Right:** The failure of any party to enforce any provision of this Agreement shall not be construed as a waiver of that party's right to subsequently enforce and compel strict compliance with every provision of the Agreement.
- 15. Applicable Law:** The laws of the State of Texas shall govern this Agreement.
- 16. Venue:** The venue for any all legal disputes arising under this Agreement shall be Hays County, Texas.

CITY OF DRIPPING SPRINGS:

[CONTRACTOR]

Bill Foulds, Jr., Mayor

[Authorized Signatory]

Date

Date

ATTEST:

Andrea Cunningham, City Secretary

Attachment "A"

Application



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Andrea Cunningham, City Secretary

Council Meeting Date: October 17, 2023

Agenda Item Wording: **Public hearing and consideration of approval of an Ordinance Amending Chapter 2 Administration and Personnel, Article 2.03 Records, Division 2 Public Information Policy; and approval of the City's Public Information Act Policy.**

- a. Staff Report
- b. Public Hearing
- c. Public Information Act Policy
- d. Ordinance

Agenda Item Requestor: Andrea Cunningham, City Secretary

Summary/Background: *Policy*

After each meeting of the Texas Legislature, I compile all legislation relating the Public Information Act and review against our current policy for any updates. This session required updates to the policy regarding use of the Attorney General portal for submittals, allowed nonbusiness days and the ability of the city to charge fees for requests submitted via third-party subpoenas (subpoenas for the city is not a party to).

The last update to the policy was in 2017, so the document was also updated to reflect the new logo and changes to city processes such as using the JustFOIA records request software, processing of third party requests (non-subpoena requests) and municipal court records.

Code of Ordinances

The Code of Ordinances has also been amended for simplicity and to reflect the current policy. Changes include:

- Update to scope as reflected in policy
- Removal of definitions related to process and specific policy
- Removal of Charges of Information as those are reflected in the policy
- Addition of Sunset Provision for required updates

**Recommended
Council Actions:**

The policy has been reviewed and approved by City Attorney Laura Mueller and outside counsel Erin Higginbotham with Bojorquez Law Firm.

Staff recommends approval of the ordinance which includes the policy.

Attachments:

1. Public Information Act Ordinance
2. Code Amendment, Attachment A
3. Public Information Act Policy, Attachment B

Next Steps/Schedule:

1. File ordinance with city record, send to Century News for publication and MuniCode for codification.
2. Upload to website and JustFOIA portal
3. Staff and city council training

CITY OF DRIPPING SPRINGS

ORDINANCE No. 2023-_____

AN ORDINANCE OF THE CITY OF DRIPPING SPRINGS, TEXAS, AMENDING THE DRIPPING SPRINGS CODE OF ORDINANCES CHAPTER 2 ADMINISTRATION, ARTICLE 2.03 RECORDS, DIVISION 2 PUBLIC INFORMATION POLICY; PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT; ENACTMENT; REPEALER; SEVERABILITY; CODIFICATION; EFFECTIVE DATE; AND, PROPER NOTICE AND MEETING.

WHEREAS, pursuant to Texas Government Code (“TGC”) Section 552 Public Information Act (“Act”), the City of Dripping Springs (“City”) recognizes the importance of transparency of information written, produced, collected, assembled, or maintained under a law or ordinance or in connection with the transaction of official City business and the requirements set forth by state statute; and

WHEREAS, TGC Section 552 grants the City authority to promulgate reasonable rules of procedure under which public information may be inspected and copied efficiently, safely, and without delay; and

WHEREAS, the City provides for the Act in the Code of Ordinances, Article 2.03 Records, Division 2 Public Information Policy and through the Public Information Act Policy; and

WHEREAS, the City Council finds that the amendments are reasonable and justified and shall further the public interest in the effective and efficient management of public information.

NOW THEREFORE BE IT RESOLVED by the City of Dripping Springs City Council:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. ENACTMENT

Chapter 2, Article 2.03, Division 2 of the City of Dripping Springs Code of Ordinances is hereby amended to read in accordance with *Attachment “A”*, which is attached hereto and incorporated into this Ordinance for all intents and purposes.

3. REPEALER

All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated herein.

4. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections, or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance. Any statement or directive within the attached Public Information Act Policy (*Attachment "B"*) that is found to be incorrect, inapplicable, or contrary to state law shall not affect the validity of the remaining contents of such statement, director, or other provisions of this policy.

5. CODIFICATION

The City Secretary is hereby directed to record and publish the attached amendments in the City's Code of Ordinances. The Public Information Act Policy shall be filed with the City record in accordance with other policies and shall also be published to the City website.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage and publication as provided for by law.

7. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public, and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED & APPROVED this, the 17th day of October 2023, by a vote of __ (ayes), to __ (nays) to __ (abstentions/recusals) of the City Council of the City of Dripping Springs, Texas.

CITY OF DRIPPING SPRINGS:

Bill Foulds, Jr., Mayor

ATTEST:

Andrea Cunningham, City Secretary

Attachment "A"

DRIPPING SPRINGS CODE OF ORDINANCES
CHAPTER 2 – ADMINISTRATION AND PERSONNEL
ARTICLE 2.03 - RECORDS
DIVISION 2. PUBLIC INFORMATION POLICY

Sec. 2.03.031. Title.

This division shall be commonly cited as the Public Information Act Policy. ~~public information policy.~~

Sec. 2.03.032. Purpose.

The City of Dripping Springs ("city") is governed by Chapter 552, Texas Government Code, the "Texas Public Information Act" (the "Act" or "PIA"), which establishes requirements for governmental bodies to respond to written requests from individuals, business entities and elected officials for inspection and/or reproduction of public information and records. Pursuant to this division the city secretary shall maintain a Public Information Act Policy (the "policy" or "PIA policy") on file with the official city record and make available on the city's website.

Sec. 2.03.033. Scope.

The policy applies to all employees (full-time, part-time, and seasonal), elected officials, appointed officials, and consultants, and is to be interpreted and implemented in harmony with any and all records management program(s) adopted by the city. This division applies to all data, documents, forms, and information managed or possessed by the city. This division applies to all requests for information submitted to the city after the date of enactment.

Sec. 2.03.034. Policy. Definitions.

- (a) Public Information Officer: For purposes of the policy, the city secretary serves as the public information officer. ~~Rules of interpretation. Words and phrases used in this division shall have the meanings set forth in this section unless a conflicting definition appears in state law. Terms that are not defined below, but are defined elsewhere in the Code of Ordinances, shall be given the meanings set forth in the code. Words and phrases not defined in the Code of Ordinances or under chapter 552 of the Government Code, the Public Information Act, shall be given their common, ordinary meaning unless the context clearly requires otherwise. When not inconsistent with the context, words used in the present tense shall include the future tense, words in the plural number shall include the singular number (and vice versa), and words in the masculine gender shall include the feminine gender (and vice versa). The word "shall" is always mandatory, while the word "may" is merely directory. Headings and captions are for reference purposes only.~~
- (b) Municipal Court Records: For purposes of the policy, municipal court records are not subject to the Act nor to the federal Freedom of Information Act. However, to ensure efficient and consistent responses to requests for information held by the court it is the city's policy that requests for information held by the court be processed in accordance with the city's Public Information Act Policy.
- (c) Accessibility: The policy shall be available on the city's website and available for personal inspection at city hall located at 511 Mercer Street, Dripping Springs, Texas. ~~Specific definitions.~~
- (d) Training: City employees and elected and appointed officials are required to complete the Public Information Act training no later than ninety (90) days after hire date or the date the oath of office is administered.

(e) Sunset Provision: Upon completion of each state legislative session, the city secretary shall update the policy for approval by the city council. If no updates are required, the current policy shall stand.

City administrator: The chief administrative officer appointed by the city council. The term includes and applies to the deputy city administrator, or her designee.

City hall: The city's administrative office building located at 550 E. Hwy. 290 West, Dripping Springs, Texas.

City secretary: The chief records manager and public information officer appointed by the city council.

Department: Each individual segment of the city organization.

Officer for public information: The city secretary.

Public Information Act: The Texas Public Information Act, chapter 552 of the Texas Government Code.

Sec. 2.03.035. Information management.

- (a) Conflicts. This division is a guide for city employees and officers. It should in no way be construed as modifying state laws regarding disclosure of public information or the retention of local government records. This division is to be read in harmony with such other city policies and state statutes when possible, so as to give effect to the stated purpose of this division.
- (b) Record retention. All "local government records," as defined by the Local Government Records Act, chapter 201, Texas Local Government Code, as may be amended, shall be maintained in compliance with that statute and any other relevant city policies. All mandatory retention periods established by the records retention schedule shall be closely observed. This policy is to be interpreted and implemented in harmony with any and all records retention schedules.
- (c) Records management. This policy is to be interpreted and implemented in harmony with any and all records management program(s) adopted by each elected city officer pursuant to chapter 203 of the Texas Local Government Code.

Sec. 2.03.036. Charges for information.

- ~~(a) Full cost recovery. To the extent possible, the costs of responding to particular requests for information are to be borne by the requestor and not by the citizens of the city. All requests for information are subject to reasonable charges that include the costs related to reproducing information such as the costs of materials, labor and overhead, as allowed by law. The city follows the guidelines established by the state when applicable. Exceptions can be made in those rare and unusual situations in which the city secretary determines that waiving charges is in the public interest.~~
- ~~(b) Charges for copies and inspection.~~
- ~~(1) Copy charge. The charge shall be ten cents per page for eight and one-half inches by 11 inches black and white copies.~~
- ~~(2) Labor and overhead. Labor and overhead shall be charged as allowed by chapter 552, Texas Government Code, Public Information Act and related rules adopted pursuant to the Public Information Act.~~
- ~~(c) Computer compatible media. If a requestor asks that information be provided on a flash drive, computer disk, or other computer compatible media, and the requested information is electronically stored, the city shall provide the information on computer compatible media if the city has the technological capability to do so. The city is not required to purchase any hardware, software, or programming capabilities that it does not already possess to accommodate a particular kind of request. If the city does not have the required technological capabilities to comply with the request in the format preferred by the requestor, the city shall proceed in accordance with the Texas Public Information Act.~~

~~(d) Other charges. All other fees shall be charged in accordance with the city's public information policy, the Public Information Act, and the rules adopted in accordance with the Public Information Act.~~

Sec. 2.03.0376. Prohibited acts.

- (a) Unauthorized access to records . It shall be unlawful for any person other than a city officer or employee to open city filing cabinets, drawers, binders, or file storage boxes at city hall without the express permission of the city administrator or city secretary.
- (b) Unauthorized removal of records . It shall be unlawful for any person other than a city officer or employee to remove documents, forms, files, information or data from city hall without the express permission of the city administrator or city secretary.
- (c) Unauthorized destruction of records . It shall be unlawful for any person other than a city officer or employee to destroy, deface, obscure, tear, shred, or dispose of documents, forms, files, information or data from city hall without the express permission of the city administrator or city secretary.
- (d) Unauthorized disclosure of information . It shall be unlawful for any person to disclose to the public any confidential documents, forms, files, information or data from city hall without the express permission of the city administrator or city secretary.

(Ordinance 2019-11, adopted 3/12/19)

Secs. 2.03.038—2.03.060. Reserved.



City of Dripping Springs Public Information Policy

I. General

- A. Purpose:** Pursuant to Government Code section 552.230(a) the City of Dripping Springs (the “City”) promulgates these reasonable rules of procedure under which public information may be inspected and copied efficiently, safely, and without delay. The purpose of this policy is to set out guidelines to ensure that all requests for public information are managed uniformly, fairly, timely, and within the statutes set out by the Texas Public Information Act (“the Act”). In the event of any conflict between the City’s Policy and the Act, the Act and other applicable state laws shall prevail.
- B. The Public Information Act:** The Texas Public Information Act gives the public the right to request access to government information through a written request to a governmental body. The request must ask for records or information already in existence. The Act does not require a governmental body to create new information, to do legal research, or to answer questions.
1. A governmental body has no duty to comply with standing requests for copies of records. If a requester seeks documents that are not in existence at the time of the request, the governmental body may notify the requester of this fact and ask the requester to resubmit the request at a later time when such a record may be available. Also, the governmental body has no duty to notify the requester in the future that the information has come into existence.
 2. The Act requires that an officer for public information of a governmental body promptly produce public information for inspection, duplication, or both on application by any person to the officer. “Promptly” means as soon as possible under the circumstances, that is, within a reasonable time, without delay.
 3. If an officer for public information cannot produce public information for inspection or duplication within ten (10) business days after the date the information is requested, the officer must certify that fact in writing to the requester and set a date and hour within a reasonable time when the information will be available for inspection or duplication.
- C. Scope:** Public information includes information that is written, produced, collected, assembled, or maintained under a law or ordinance or in connection with the transaction of official business. The Act applies to records regardless of their format. It includes information that is maintained in paper, tape, microfilm, video, electronic data held in a computer memory, as well as other mediums specified under law.

- D. Policy:** It is the policy of the City that City officials and employees shall ensure that any information they create, transmit, receive, or maintain in their official capacity, or while performing official business or a governmental function on behalf of the City, which pertains to official business of the City is preserved in accordance with the City's records retention schedule and promptly produced in response to a request for public information.

II. Duties and Responsibilities

- E. Public Information Officer/City Secretary:** The City Secretary serves as the Officer for Public Information ("OPI") and is responsible for the effective disposition of public information requests submitted to the City of Dripping Springs. It is the duty of the OPI to:

1. Make public information available for public inspection and copying.
2. Protect public information from deterioration, alteration, mutilation, loss, or unlawful removal.
3. Make reasonable efforts to obtain public information from a temporary custodian if:
 - a) the information has been requested from the governmental body;
 - b) the OPI is aware of facts sufficient to warrant a reasonable belief that the temporary custodian has possession, custody, or control of the information;
 - c) the OPI is unable to comply with the duties imposed by the Act without obtaining the information from the temporary custodian; and
 - d) the temporary custodian has not provided the information to the OPI or the officer's agent.
4. Review and update this policy following each session of the Texas Legislature or as state statute requires.

- F. Department Heads/Records Liaison:** Each department head is an agent of the OPI for their department for the purposes of complying with this policy. The Department Head may also designate a Records Liaison to serve as their agent.

- G. Temporary Custodians:** Any current or former officer or employee of the City who, in the transaction of official business, creates or receives public information that the officer or employee has not provided to the OPI or OPI's agent is considered a temporary custodian of that information. Temporary custodians have the following responsibilities and shall provide the city with a completed Chain of Custody form as provided by the OPI:

1. A temporary custodian with possession, custody, or control of public information shall surrender or return the information to the City not later than the 10th day after the date the OPI or the OPI's agent requests the temporary custodian to surrender or return the information.
2. A temporary custodian's failure to surrender or return public information as

required in/by this policy and the Act is grounds for disciplinary action by the City that employs the temporary custodian, or any other applicable penalties provided by the Act or other law.

3. The City is considered to receive the request for information held by a temporary custodian on the date the information is surrendered or returned to the City by the temporary custodian.
4. Temporary custodians do not have, by virtue of the officer's or employee's position or former position, a personal or property right to public information the officer or employee created or received while acting in an official capacity.

III. Procedures

A. Signage Required: As required by the Act, the City's OPI shall prominently display the sign prescribed by the Attorney General that contains basic information about the rights of a requester, the responsibilities of a governmental body, and the procedures for inspecting or obtaining a copy of public information at the following locations (the physical sign must be displayed on paper at least 8-1/2" x 14"):

1. The City's online Public Records Center.
2. The reception desk located at City Hall.
3. The reception desk located at Dripping Springs Ranch Park.

B. Method of Making Written Request for Public Information: The City designates the following mailing address and electronic mail for receiving written requests for public information. The City shall provide the designated mailing address and electronic mailing address to any person upon request. The City will only respond to a written request for public information that is delivered to the City's OPI by one of the following methods:

1. United States mail addressed as follows:

City of Dripping Springs
Attn: City Secretary
PO Box 384
Dripping Springs, Texas 78620

2. Electronic mail sent to Citysecretary@Cityofdrippingsprings.com.
3. Hand delivery to the City's OPI or designated representative at:

Dripping Springs City Hall
511 Mercer Street
Dripping Springs, Texas 78620

4. Electronic submission through the Dripping Springs Public Records Center located on the City of Dripping Springs website homepage at the following address URL: <https://drippingspringstx.justfoia.com/publicportal/home/newrequest>.

Only the four methods listed above are approved methods for submitting requests for public information to the City. The City's OPI shall include a statement, including the

mailing address and electronic mail address designated by the City, that a request for public information may be made by those methods on required signage and website.

- C. Dripping Springs Public Records Center:** The City utilizes software to help track and manage Public Information Requests. This tool is accessible through the Dripping Springs website and is publicly referred to as the “Dripping Springs Public Records Center.” Internally, this software is referred to as “JustFOIA.” The JustFOIA software assists the City in managing and maintaining correspondence between the City and requesters through a “Records Center” and allows the City to track requests and responsive information easily and efficiently.

Specifically, the software can track the date the request was received, date of any correspondence with the requester, City employee providing responsive documentation, internal communications regarding request, estimated cost of producing information, amounts paid, and amounts owed.

D. Receiving Requests for Information

- 1. Written Requests:** All requests for information must be submitted in writing via one of the approved methods detailed in this policy during regular business hours, Monday – Friday, 8:00 a.m. – 5:00 p.m., excluding City holidays, designated non-business days, and when closed due to natural disaster or inclement weather.
 - a)** Non-business days, days where City offices are closed and the day is not an approved holiday under Texas Government Code Section 552.0031, shall be designated via City Council resolution.
 - b)** The Emergency Management Coordinator, City Administrator, and/or the Mayor may declare City offices closed due to natural disaster or inclement weather, which shall be designated non-business days via City Council Resolution.

If an officer or employee is approached and asked for information verbally, they shall direct the requester to the City’s website to make the request using the Public Records Center or provide them with the form prescribed by the Attorney’s General Office to submit their request in writing.

- 2. Date Stamp:** All requests for public information received by the City must be date-stamped according to the method of receipt.
 - a)** Requests submitted on an official City holiday, designated non-business day, weekend or after 5:00 p.m. on a regular business day will be considered received on the next business day.
 - b)** Requests submitted via the online Public Records Center are automatically dated and time-stamped.
 - c)** Requests hand delivered or received via United States mail shall be immediately date-stamped by the agent accepting the request and delivered to the City Secretary.
 - d)** Request received by United States mail where the date received cannot

be adequately established, shall be considered to have been received on the third business day after the date of the postmark on a properly addressed request.

E. Intake and Distribution

1. **JustFOIA Requests/Public Records Center:** Within three (3) business days of receiving a request the City Secretary or their agent will review the request and either assign the request in JustFOIA to the appropriate department for compilation of the responsive documents or if the request is unclear or particularly voluminous the City Secretary will seek clarification from the requester.
2. **Hand Delivered/United States Mail/Email:** The City Secretary or their agent shall immediately, but no later than one (1) business day after the request was received, upload the request to JustFOIA and forward to the Department Head or Records Liaison for response.

F. Responding to Requests:

All communications regarding requests shall be made using the JustFOIA system, including discussions between personnel related to requests. Department Heads and Record Liaisons shall respond to requests within five (5) business days using the following guidelines:

1. Determine if the request will require a cost estimate or clarification and notify the City Secretary. Both actions will reset the timeline for completion and the City Secretary will communicate the new timeline once assessed.
 - a) **Cost Estimate:** if the request will take longer than one (1) hour or contains more than fifty (50) pages, provide the City Secretary with an estimate of the amount of time it will take and an approximate date when request will be completed.
 - b) **Clarification:** if the request is unclear or voluminous. Voluminous requests are requests that include paper records that completely fill, or when assembled will completely fill, three (3) or more archival boxes or requests that the OPI or the OPI's agent estimates will require more than two hours to compile.
2. If responsive documents are on file, upload to JustFOIA for further review by the City Secretary or City Attorney.
 - a) **More Time Needed:** If you are unable to provide the documents within the five (5) day deadline the City Secretary must be notified that more time is needed to compile the responsive information; requests exceeding the 10 day deadline must also include an approximate date when compilation will be completed.
3. After receiving the responsive documents, the City Secretary will review the information and determine the following:
 - a) **Redactions:** the City Secretary will review the information to determine

if it includes any information that must be redacted or withheld because it is confidential by law or subject to a discretionary exception to disclosure.

- b) **Responsiveness:** the City Secretary will ensure documents provided are responsive to the request and will communicate with personnel if further review is needed.
4. The City Secretary shall promptly, but no later than ten (10) business days from the day the request was received, respond to the requester with one of the following:
- a) **Cost Estimate or Clarification:** Send letter requesting clarification or accepting charges as provided in the cost estimate.
 - b) **More Time Needed:** Send letter notifying requester that personnel will need more time to compile the responsive documents to include an approximate date when the documents will be available.
 - c) **No Redaction:** Provide the requester with the responsive documents and close the request.
 - d) **Routine Redaction:** Provide requester with the responsive documents including a log or documentation of redactions performed and section of corresponding code. *Note: JustFOIA automatically generates redaction log.*
 - e) **Website Link:** The City will be deemed to have complied with the Act by referring the requester to the exact Internet location or uniform resource locator (URL) address on the City's website where the document can be downloaded. However, if a Requester indicates they would prefer the information in a physical format the information should promptly be provided.
 - f) **Attorney General Ruling:** Send letter notifying requester that the City is seeking an Attorney General ruling regarding the request.
 - g) **Third Party Request:** Send third party notification letter to requester.
- G. **Questions:** The Act does not require the City to answer questions. However, it is the primary duty of City officials and employees to serve the citizens of Dripping Springs.

Accordingly, when a written request is submitted through an approved method seeking answers to specific questions, but does not specify what, if any, documentation is being sought, the City Secretary or their designee will proceed as follows:

1. If questions are submitted via email or physical documents, upload the request to the JustFOIA system.
2. Make a good faith attempt to identify any documents that may answer the questions and forward it to personnel for processing. For example, if the requester is asking when a Certificate of Occupancy was issued, provide the issued

certificate.

3. If unable to identify documents, the City Secretary shall seek clarification noting that the Act does not require the City to answer questions and that the requester needs to provide the type(s) of documents they are seeking.

Citizen requests seeking the answers to questions not submitted in writing do not need to be considered requests submitted under the Act. However, any request for any kind of documentation (paper or electronic copies) should be considered a request submitted under the Act, reduced to writing and processed in accordance with these procedures and the Act.

H. Responding to Third Party Request: Section 552.305 relieves the City of its duty to state which exemptions apply to information requested that implicates a third party's privacy or property interests and puts this burden on the third party and the Attorney General. Third Party request shall be processed using the following guidelines:

1. The City Secretary shall determine if the request is asking for third party information. Third parties (also referred to as vendors) are individuals or entities that have provided the City with their proprietary or confidential information so that they may enter into an agreement with the City. The most common are potential vendors that submit bids for City projects.
2. If the request is for third party information the City Secretary shall, within a reasonable time not later than the 10th business day after the request was received, send notification letters to the requester, third party and Attorney General.
3. The requester letter shall notify them that the information they are seeking contains third party information and that the City is providing the third party an opportunity to make arguments to withhold information under Texas Government Code Section 552.305 and must only include:
 - a) copy of notification letter sent to third party(s); and
 - b) copy of notification letter sent to Attorney General
4. The third party letter shall notify the party(s) that their proprietary information has been requested and that they are entitled to make arguments to the Attorney General to withhold information they believe to be proprietary. An example of the third party letter is available on the Attorney General website and must include:
 - a) a copy of written request for information received by the City;
 - b) a copy of responsive documents that are on file;
 - c) a copy of notification letter sent to the Attorney General; and
 - d) a statement, in the form prescribed by the Attorney General, that the third party is entitled to submit in writing to the Attorney General each reason the person has as to why the information should be withheld,

and a letter, memorandum, or brief in support of that reason.

5. The City Secretary shall coordinate with the City Attorney the letter to the Attorney General regarding the third party request. The letter shall include the following:
 - a) a copy of written request for information;
 - b) copies of letters sent to requester and third party;
 - c) a copy of responsive documents provided to the third party; and
 - d) if the City seeks to withhold any information in addition to what the third party may submit, a letter, memorandum, or brief as to the reason(s) the information should be withheld.
6. The Attorney's General office will contact the City once their determination has been made and provide the City with the responsive documents marking the information to be withheld and the reason(s) why.
7. Within a reasonable time, but no later than the 10th business day after the receipt of the request, the City Secretary shall provide the requester with the responsive documents with redactions as instructed by the Attorney General, including reasons for the redactions.

I. Responding to Requests for Non-Confidential Information:

1. **Release Requested Documents:** If responding to the request does not incur any charges and there are no concerns regarding the confidentiality of the requested information, the City Secretary shall promptly send responsive documents no later than ten (10) business days from the date of the request.
2. **Request for Additional Time:** If there are no confidentiality concerns regarding the requested information, but the information requested cannot be promptly produced because of the number of documents sought or availability of records, the City Secretary shall notify the requester, in writing, of an estimated date and time on which the responsive information will be available.
3. **Cost Estimate:** If there are no confidentiality concerns regarding the requested information, but it will incur charges of more than fifteen dollars (\$15.00) the City Secretary shall generate an itemized cost estimate letter and send it to the requester as soon as possible, but no later than ten (10) business days from the date of the request.
4. **Automatic Redactions:**
 - a) The Attorney's General Office and/or the Texas Legislature has held that a city may redact the information listed below without the necessity of requesting a decision from the Attorney General. Therefore, any documents requested that include any of the following information shall be immediately redacted and promptly produced to the requester without seeking the Attorney's General permission.

- i. a direct deport authorization form;
 - ii. a Form I-9, W-2 and W-4 including any attachments;
 - iii. a Form DD-214 or other military discharge record that is first recorded or first comes into the possession of a governmental body on or after September 1, 2003;
 - iv. a certified agenda and tape of a closed meeting;
 - v. a fingerprint;
 - vi. L-2 and L-3 declarations;
 - vii. a Texas driver's license number, a copy of a Texas driver's license, a Texas license plate number, the portion of a photograph that reveals a Texas license plate number, and the portion of any video depicting a discernible Texas license plate number**;
 - viii. a credit card number, debit card number, charge card number, insurance policy number, bank account number, bank routing number, or access device number**;
 - ix. an e-mail address of a member of the public unless provided to the City for the conduct of official business;
 - x. a social security number of a living person;
 - xi. the home address, home telephone number, emergency contact information, or information that reveals whether the person has family members of an employee, official or peace officer who has elected in writing that they wish to keep this information private **; and
 - xii. information maintained by a family violence shelter center or sexual assault program**.
- b)** If the City is redacting or withholding information denoted above with a double asterisk, the City shall provide the following information (the JustFOIA system automatically creates a record of redactions and reasons):
- i. a description of the redacted or withheld information;
 - ii. a citation to the section of the Act allowing the redaction;
 - iii. instructions regarding how the requester may seek a decision from the Attorney General regarding whether the redacted or withheld information is excepted from required disclosure.
- c)** If the requester allows for the automatic redaction, as indicated on the City prescribed public information request form, the City may automatically redact that information.

J. Responding to Requests for Confidential or Excepted Information

1. Attorney General Rulings: If the City Secretary identifies information is confidential or excepted from public disclosure and there has not been a previous determination about whether the information falls within one of the exceptions, the City must ask for a ruling from the Attorney General about whether the information is excepted from disclosure.

- a) The City Secretary shall ask for a decision by submitting a letter requesting a ruling to the Attorney's General Office - Open Records Division using the e-file portal on the Attorney's General website. If the documents provided exceed the amount allowed on the portal, documents may be sent via Certified Mail or by hand delivery.
- b) The request for ruling letter must state the exceptions that apply to the requested documents and include all information required by the Act.
- c) The request for ruling letter must be submitted to the Attorney's General Office within a reasonable time but not later than the 10th business day after the date of receiving the written request. This letter is sometimes be referred to as a "10-day letter."
- d) If the City seeks a ruling from the Attorney's General Office, the City Secretary or City Attorney's Office must provide a copy of the 10-day letter, redacted, if necessary, and without attachments, to the requester via the JustFOIA portal or by certified mail within a reasonable time but not later than the 10th business day after the date of receiving the requester's written request.
- e) If a ruling from the Attorney's General Office has been requested, within fifteen (15) business days of receipt of the request the City Secretary or the City Attorney's Office must submit via the e-file portal on the Attorney's General website written comments stating the reasons why the stated exceptions apply that would allow the information to be withheld. This letter is sometimes referred to as a "15-day brief." The following must be included with the brief:
 - i. a copy of the written request for information;
 - ii. a signed statement as to the date on which the written request for information was received by the City or evidence sufficient to establish that date; and
 - iii. a copy of the specific information requested, or a representative sample of the information, if a voluminous amount of information was requested, labeled to indicate which exceptions apply to which parts of the copy.
- f) Not later than the 15th business day after the date of receiving the written request, the City Secretary or the City Attorney's Office must forward a copy of the 15-day brief, redacted if necessary, and without

attachments, to the requester via the JustFOIA portal or by certified mail.

K. Legal Consultation for Disclosure Exceptions: If the City Secretary has a question or concern regarding the confidentiality of responsive information, the City Secretary will immediately forward said question or concern along with the written request and responsive documents to the City Attorney's Office for review. Any requests concerning the following individuals or subjects must be immediately forwarded to the City Attorney's Office, for review:

1. Juveniles
2. Sexual assault/abuse/harassment
3. Attempted Suicide
4. Traffic accidents
5. Medical conditions
6. References to an individual's mental or physical injuries or defects
7. Personal financial information
8. Law enforcement investigations
9. Domestic violence
10. Body Worn Camera footage
11. Police officer personnel files
12. Pending litigation

IV. Policies Regarding Confidential and Discretionary Exceptions

A. Request Affecting Critical Infrastructure: The Texas Homeland Security Act ("HSA"), Section 418.181 of the Texas Government Code, makes documents or portions of documents confidential if they identify the technical details of particular vulnerabilities of critical infrastructure to an act of terrorism. The Attorney's General Office has held that the fact that information may relate to a governmental body's security concerns does not make the information per se confidential under the HSA. A City asserting confidentiality provisions of the HSA must adequately explain how the responsive records fall within the scope of the claimed provisions.

1. The Attorney's General Office has held that information that identifies the physical locations and technical details of critical infrastructure, including the City's electrical systems, water distribution system, sewer system, as well as the locations of gas lines, telephone lines, and fire hydrants is excepted from disclosure pursuant to the HSA.
2. The City asserts, by adopting this policy, that the City's electrical, water and wastewater utilities are part of the City's critical infrastructure for purposes of section 418.181. Release of any information, including site plans or as-built

surveys, which include information regarding the City's treatment plants, lift stations, or elevated storage tanks would expose this critical infrastructure to possible acts of terrorism and criminal activity by exposing potential vulnerabilities in the critical infrastructure.

3. Accordingly, it is the policy of the City to seek the Attorney's General permission to withhold any information that references or details the City's treatment plants, lift stations, or elevated storage tanks.

B. Requests for Agency Memoranda (Deliberative Process Privilege): Section 552.111 of the Government Code excepts from disclosure an interagency or interagency memorandum or letter that would not be available by law to a party in litigation with the agency. This exception encompasses the deliberative process privilege. This is a discretionary exception, the purpose of which is to protect advice, opinion, and recommendation in the decisional process and to encourage open and frank discussion in the deliberative process. Section 552.111 excepts from disclosure:

1. internal Communications, including communications between the City and a third party with a privity of interest, which consist of advice, recommendations, opinions, and other material reflecting the policymaking processes of the governmental body; and
2. a preliminary draft of a document intended for public release in its final form as it necessarily represents the drafter's advice, opinion, and recommendation with regard to the form and content of the final document.

It is the policy of the City to seek the Attorney's General permission to withhold any information that the City Secretary, in consultation with the City Attorney's Office, believes reflects the policymaking process of the City.

C. Requests for Information Related to Certain Legal Matters:

1. **Attorney Client Communications:** Section 552.107 of the Government Code excepts from public disclosure information that the Attorney General or an attorney of a political subdivision is prohibited from disclosing because of a duty to the client under the Texas Rules of Evidence or the Texas Disciplinary Rules of Professional Conduct. The Texas Supreme Court has held the Texas Rules of Evidence and Texas Rules of Civil Procedure are "other law" within the meaning of section 552.022.

Texas Rule of Evidence 503 encompasses the attorney-client privilege which generally allows a client to refuse to disclose and to prevent any other person from disclosing confidential communications made to facilitate the rendition of professional legal services to the client.

It is the policy of the City to seek the Attorney's General permission to withhold any information that the City Secretary, in consultation with the City Attorney's Office, believes to be a confidential attorney-client communication.

2. **Attorney Work Product:** Texas Rule of Civil Procedure 192.5 encompasses the

attorney work product privilege. "Attorney work product" is confidential under rule 192.5 if it reveals an attorney's core work product. Core work product is the work product of an attorney or an attorney's representative, developed in anticipation of litigation or for trial, which contains the mental impressions, opinions, conclusions, or legal theories of the attorney or the attorney's representative.

It is the policy of the City to seek the Attorney's General permission to withhold any information that the City Secretary, in consultation with the City Attorney's Office, believes to be confidential attorney work product.

3. **Requests Regarding Litigation:** Section 552.103 of the Government Code provides exception from disclosure information relating to pending or anticipated litigation of a civil or criminal nature to which the City is or may be a party or to which an officer or employee of the City, as a consequence of the person's office or employment, is or may be a party. Section 552.103 is a discretionary exception the purpose of which is to enable a City to protect its position in litigation by forcing parties seeking information relating to the litigation to obtain such information through discovery procedures.

It is the policy of the City to seek the Attorney's General permission to withhold any information that the City Secretary, in consultation with the City Attorney's Office, believes to be related to pending or anticipated litigation.

D. Requests Regarding Real Estate and other Competitive Bidding

1. **Location or Price of Property:** Section 552.105 of the Government Code excepts from disclosure information relating to appraisals or purchase price of real or personal property for a public purpose prior to the formal award of contracts for the property. Section 552.105 is a discretionary exception designed to protect the City's planning and negotiating position with respect to particular transactions.

It is the policy of the City to seek the Attorney's General permission to withhold any information that the City Secretary, in consultation with the City Attorney's Office, believes if released, would impair, or tend to impair the City's planning and negotiating position in regard to particular transactions.

2. **Competition or Bidding:** Section 552.104(a) of the Government Code excepts from disclosure information that, if released, would give advantage to a competitor or bidder. Section 552.104 is a discretionary exception that allows the City to withhold information if knowing another bidder's or competitor's information would be an advantage.

It is the policy of the City to seek the Attorney's General permission to withhold any information that the City Secretary, in consultation with the City Attorney's office, believes if released, would give advantage to a competitor or bidder.

V. Requests for Information Not Subject to the Act

- A. **Requests by City Officials in their Official Capacity:** The purpose of the Act is to prescribe conditions under which members of the general public may obtain information from a

governmental body. An official of the City who, in an official capacity, requests information held by the City does not act as a member of the public in doing so. Thus, the exceptions requiring public disclosure under the Act do not control the right of access of an official of the City to information maintained by the City. Accordingly, information may be released to City officials requesting the information in their official capacity in compliance with the following policy:

1. Requests for information from a City official must be submitted to the City Secretary in writing.
2. As soon as possible, but no later than 10 business days from the receipt of the request, the City Secretary will respond to the request from the City official with either copies of the requested information, notice that the information is available for inspection, or notice that the request will be added to the next council agenda for consideration and direction.
3. Information provided in response to a request by a City official will be made available to all City officials, and City officials will not be charged for information sought in their official capacity.
4. Information that is protected by confidentiality laws and/or common law privacy laws that has no relationship to the transaction of official business, such as individuals' dates of birth, social security numbers, and personal financial information, will be redacted prior to release to City officials.
5. The City Secretary will mark all information provided in response to a request from a City official as "Confidential – For Official Eyes Only."

Any employee or City official who has access to confidential information pursuant to this policy must maintain the confidentiality of the information. Misuse of confidential information, including disclosing the information to person who is not authorized to receive the information or allowing an unauthorized person to inspect the information is a criminal offense.

B. Intergovernmental Transfers: Information subject to the Act may be transferred between governmental bodies without waiving exceptions to the public disclosure of that information or affecting its confidentiality. It is well-settled policy of this state that governmental agencies should cooperate with each other in the interest of the efficient and economical administration of their statutory duties. However, the transfer of confidential information from one governmental body to another is prohibited where a relevant confidentiality statute authorizes release of the confidential information only to specific entities, and the requesting governmental body is not among the statute's enumerated entities.

1. When the City receives a request from another governmental body, it is the policy of the City to exercise its discretion to voluntarily transfer unredacted copies of the requested information, if not statutorily prohibited.
2. The City Secretary is instructed to notify any governmental body that receives information through an intergovernmental transfer that the information being

sent is not a release to the general public and the receiving governmental body must keep said information confidential and immediately inform the City if said information is requested by the public so that the City may assert any applicable exceptions, if necessary.

C. Requests for Municipal Court Records: Courts and judicial branch agencies are not subject to the Act nor to the federal Freedom of Information Act. However, to ensure efficient and consistent responses to requests for information held by the judiciary it is the City's policy that requests for information held by the Dripping Springs Municipal Court be processed in accordance with these guidelines.

1. Court Case Records: Court case records are records of any nature created, produced, or filed in connection with any matter that is or has been before a court. Court case records are considered information held by the judiciary. Therefore, the Act neither authorizes this information to be withheld nor requires it to be disclosed. Access to court case records is governed by common law, other statutory law, and court rules. The Clerk of the Court serves as the custodian of court case records.

Requests from the public for court case records shall be immediately directed to the Court Clerk and processed in accordance with the following guidelines:

- a) Court case records filed with the Court are considered public and will be released to the public unless access is restricted by law or court order.
- b) The following is a non-exhaustive list of court case records that are considered records of the judiciary and therefore not subject to the Act, but are considered public records under other law and may be released to the public unless a specific court order prohibits release in a particular case:
 - i. summons and complaints;
 - ii. final judgments;
 - iii. final court orders, including orders of deferred disposition; and
 - iv. executed arrest warrants and supporting affidavits.
- c) The following is a non-exhaustive list of court case records that are considered records of the judiciary and therefore not subject to the Act, but which are subject to other law prohibiting their release to the public:
 - i. records related to charges against or the conviction of a child, for a non-traffic related offense, see Article 45.0217 of the Code of Criminal Procedure; and
 - ii. records related to the conviction of or deferral of disposition for a child, for a non-traffic related offense, see Article 45.0217 of the Code of Criminal Procedure.
- d) A request for a court case record from a defendant or attorney of record

related to a pending municipal court case shall be forwarded to the City Prosecutor and processed in accordance with applicable discovery rules.

- e) Prior to release the Court Clerk will redact any information that is confidential by law, such as dates of birth, driver's license numbers and license plate numbers, from any court case record.
- f) The Court Clerk should promptly respond to requests for court case records, but because the records are not subject to the Act the Act's deadlines do not apply. However, it is the policy of the City to, within fourteen (14) days of the request, provide the requester with either a copy of the records, or written notice of a date and time when the records will be available for duplication or inspection.

2. Judicial Records: Judicial records are records made or maintained by or for a court or judicial agency in its regular course of business but not pertaining to its adjudicative function. Judicial records are considered information held by the judiciary. Therefore, the Act neither authorizes this information to be withheld nor requires it to be disclosed. Access to judicial records is governed by Rule 12 of the Rules of Judicial Administration. The custodian of judicial records is the presiding judge of the Dripping Springs Municipal Court.

- a) Any request to inspect or copy a judicial record received by the City and properly directed to the Municipal Court Judge should be immediately, but no later than two (2) business days after being received, forwarded to the Presiding Judge to be processed in accordance with Rule 12 of the Rules of Judicial Administration.
- b) All requests to inspect or copy a judicial record must be in writing, must include sufficient information to identify the record, and must be directed to the records custodian, the Presiding Judge and not to a Court Clerk or other agent for the records custodian.

D. Discovery Requests for Records

1. Subpoena Duces Tecum: Section 552.0055 of the Act clearly states that a subpoena duces tecum or a request for discovery that is issued in compliance with a statute or a rule of civil or criminal procedure is not considered to be a request for information under the Act.

Accordingly, any subpoena or discovery request received by the City shall be immediately forwarded to the City Attorney's Office so that the City Attorney can prepare a response in compliance with all applicable laws.

- 2. Business Records Affidavit:** Texas Rule of Evidence 902 allows certain documents to be self-authenticated and admitted into a court proceeding if they are accompanied by a business records affidavit.
- 3.** The Act does not require the City to create documents, including a business records affidavit. Accordingly, a request for a business records affidavit to be executed is not governed by the Act. Such a request should be considered a

discovery request and should be forwarded to the City Attorney's Office to determine the necessary and appropriate response.

VI. Costs

A. Charges for Copies

1. **Administrative Code Charges Apply:** A requester may ask to inspect information, get copies of the information, or both. If charges are approved by the Act, it is the policy of the City to charge the rates found in Rule §70.3 of the Texas Administrative Code.

The City Secretary will be responsible for applying the charges in accordance with this policy, issuing cost estimates, invoicing, and collecting payment from requesters. The City Secretary will fully document the amounts, paid and unpaid, for every request in the JustFOIA system.

2. **Charges for Paper and other Physical Copies of Information:** The following are the most common fees associated with hard copies of information.

Standard and Legal size copies	\$0.10/page
Ledger size copies	\$0.50/page
Oversize copies (maps, plats, subdivision plans)	\$0.75/square foot
Postage	Actual Cost
Diskettes/CDs	\$1.00
DVDs	\$3.00
Flash Drive	Actual Cost
Labor Charges	\$18.75/hour
Overhead Charges	20% of Labor Charges

3. **Charges for Electronic Copies:** In an effort to respond to requests as efficiently as possible, it is the policy of the City to respond to a request with electronic copies whenever possible. Per page charges will not apply to copies of information provided electronically, but the following charges will apply:

- a) labor charges at the rate of \$18.75/hour for locating, compiling, manipulating data, and producing the information; and
- b) overhead at the rate of 20% of the charge made to cover any labor costs.

4. **Charges for Certified Copies:** The Act does not require the City to create documents; therefore, the City is not required to create and produce certified copies of City records. It is the City's policy to issue standard or legal-size certified copies of City records upon request for \$2.00 per page.

B. Charges for Inspection of Information

1. **Charges for Inspection of Physical Records:** If the requester does not request a copy of public information, no charge will be imposed for making the public information that exists in a paper record available for inspection unless:

- a) the information being requested completely fills, or when assembled will completely fill, six (6) or more archival boxes and would take five (5) or more personnel hours to make available;
- b) the information being requested is more than five (5) years old and would take five (5) or more personnel hours to make available; or
- c) a page being requested contains confidential information that must be edited from the record before the information can be made available for inspection.

2. Charges for Inspection of Electronic Records: In response to a request to inspect information that exists only in an electronic medium and that is not available directly online to the requester, the City will not charge to inspect this information unless complying with the request will require programming or manipulation of data.

- a) If programming or manipulation of data is required, the City Secretary shall notify the requester before assembling the information and provide the requester with an estimate of charges. Only charges related to the time necessary to redact confidential information from electronic records meets the definition of manipulation of data.
- b) A charge under this section will be assessed in accordance with the Act and the section of this policy related to programming or manipulation of data.

C. Waiver of Costs

- 1. Waiver for the General Public:** It is the policy of the City to waive the costs associated with producing physical or electronic copies of the information if the total is less than \$15.00 because the actual cost of processing and collecting a charge less than \$15.00 will exceed the amount of the charge.
- 2. Waiver for the Press:** It is the policy of the City to reduce the costs associated with requests made by members of the media associated with local publications by \$10.00 because providing the public information to members of the media primarily benefits the general public.

D. Communicating Costs to Requesters

- 1. Written Itemized Estimate of Charges:** If it is estimated by City staff that a request for a copy of public information will result in the imposition of a charge that exceeds fifteen dollars (\$15.00), or a request to inspect a paper record will result in the imposition of a charge that exceeds fifteen dollars (\$15.00), the City Secretary shall provide the requester with a written itemized statement that details all estimated charges that will be imposed, including any allowable charges for labor or personnel costs before compiling and redacting the responsive information.
 - a) The statement must comply with the requirements of section 552.2615

of the Texas Government Code.

- b) The statement must also notify the requester if a deposit will be required per the City's policy.
 - c) The statement must advise the requester they may contact the City if there is a less costly method of viewing the records.
 - d) The statement must notify the requester that if the cost exceeds forty dollars (\$40.00), the request will be considered automatically withdrawn if the requester does not reply to the letter.
- 2. Invoices:** The City Secretary shall compile the responsive information, redact as necessary and provide the requester with an invoice for the associated charges. Said invoice must include information on how to pay.
- 3. Deposits:** A deposit of fifty percent (50%) of the entire estimated amount shall be imposed when the anticipated costs for the preparation of a copy of public information exceed one hundred dollars (\$100.00).
- a) If a requester has accrued over one hundred dollars (\$100.00) of overdue and unpaid balances related to previous requests, a deposit in the amount of the unpaid amounts owing to the City must be received before the City Secretary will begin preparing a copy of public information in response to a new request.
 - b) If a deposit is required as detailed above, the request for a copy of public information is considered to have been received on the date the City receives the deposit for payment of anticipated costs or unpaid amounts.
 - c) If a requester modifies the request in response to the requirement of a deposit, the modified request is considered a separate request and is considered received on the date the City receives the written modified request.
 - d) A requester who fails to make a deposit before the 10th business day after the date the deposit is required is considered to have withdrawn the request for the copy of the public information that precipitated the requirement of the deposit or bond.

E. Requests Requiring Programming or Manipulation of Data

1. Definitions:

- a) "Manipulation" means the process of modifying, reordering, or decoding of information with human intervention.
- b) "Programming" means the process of producing a sequence of coded instructions that can be executed by a computer.

- 2. Circumstances when Required:** The City shall provide to a requester written "programming or manipulation of data" statement described below if it is

determined that responding to a request will require programming or manipulation of data; and compliance with the request is not feasible or will result in substantial interference with its ongoing operations; or the information could be made available in the requested form only at a cost that covers the programming and manipulation of data.

3. Contents of Written Statement: The written “programming or manipulation of data” statement must include:

- a) a statement that the information is not available in the requested form;
- b) a description of the form in which the information is available;
- c) a description of any contract or services that would be required to provide the information in the requested form;
- d) a statement of the estimated cost of providing the information in the requested form; and
- e) a statement of the anticipated time required to provide the information in the requested form.

4. Timing of Written Statement: The City Secretary shall provide the written “programming or manipulation of data” statement to the requester within twenty (20) days after the date of the receipt of the request.

- a) If the City Secretary needs additional time to provide the written statement they must provide written notice to the requester, within twenty (20) days after the date of receipt of the request, that the additional time is needed.
- b) If written notice above is provided the City Secretary has an additional ten (10) days to provide the written “programming or manipulation of data” statement.
- c) After providing the requester with the written statement, the City does not have any further obligation to provide the information in the requested form or in the form in which it is available unless within thirty (30) days the requester states in writing to the City that the requester:
 - i. wants the City to provide the information in the requested form according to the cost and time parameters set out in the statement or according to other terms to which the requester and the City agree; or
 - ii. wants the information in the form in which it is available.
- d) If a requester does not make a timely written statement under the above provisions of this policy, the requester is considered to have withdrawn the request for information.
- e) The City Secretary shall maintain a file containing all programming and manipulation of data written statements issued under this section in a

readily accessible location.

- F. Requester's Response to Cost Estimate:** The requester must respond to the cost by the 10th business day after receiving the written cost estimate. The following are acceptable responses to a cost estimate. It is the policy of the City not to provide records unless payment has been received.
- 1. Requester Accepts Charges:** If the requester accepts the charges and no deposit is required, the responsive documents will be compiled and released upon receipt of payment.
 - 2. Requester Refuses/Does Not Pay:** If the requester refuses the charges or does not submit payment by the 10th business day after the date of the cost letter, the request will be considered withdrawn.
 - 3. Requester Protests Charges:** The requester may file a complaint with the Open Records Division if they believe they are being overcharged.
 - a)** The complaint must be filed no later than the 10th business day after the cost estimate is received and must be in writing and include the original request for information and a copy of the cost estimate.
 - b)** The City must respond to complaints with 10 business days upon receipt. Response must be in writing and submitted to the Open Records Division.
 - c)** After receiving the City's response, the Open Records Division will make a determination as to the appropriate charges.



DEPUTY CITY ADMINISTRATOR (II)

FULL-TIME EXEMPT

A. GENERAL PURPOSE

The Deputy City Administrator (II) provides a variety of routine and complex administrative, financial, code compliance, and technical work in the administration of municipal government.

B. ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Manages and supervises assigned operations to achieve goals within available resources; plans and organizes daily workloads and staff assignments; reviews progress and directs changes as needed.
2. Assists in the development of short and long range plans; gathers, interprets, and prepares data for studies, reports, and recommendations; coordinates activities with other employees and agencies as needed.
3. Acts as Liaison with Solid Waste Provider, Pedernales Electric Cooperative, right-of-way franchise users including cable, telecommunications, and natural gas.
4. Oversees City's Finance, Information Technology, and Emergency Management Departments.
5. Oversees agreements, billing, and tracking of Utility Fees and Impact Fees.
6. Assists in carrying out Comprehensive Plan.
7. Assists in budget preparation and execution.
8. Oversees the City's economic development initiatives, agreements, and incentives, and acts as City staff liaison to the Economic Development Committee.
9. Reviews current trends and developments and assists in preparing revisions to City

ordinances and local regulations.

10. Performs research on ordinances as assigned in order to evaluate and recommend improvements to ordinances.
11. Responds to complex and sensitive development issues. Resolves complex and sensitive customer service issues, either personally, by telephone or in writing. Maintains records and documents of customer service issues and resolutions.
12. Attends City Council, Commission, Committee, and Board meetings as needed, including those held outside normal business hours.
13. Coordinates and oversees the work of consultants hired by the Council as relates to areas of oversight.
14. Assists in the administration and coordination of grants applied for and received by the City.
15. Serves as support staff for the Office of the Mayor and City Council.
16. Ensures cooperative working environment and responds to employee grievances.
17. Performs duties and responsibilities of the City Administrator and Deputy City Administrator (I) in their absence.
18. Acts as the City's Finance Director/City Treasurer.
19. Performs all other duties as assigned.

C. SUPERVISION

Works under the general direction of the City Administrator and Mayor.

D. EDUCATION, EXPERIENCE, AND CERTIFICATIONS

1. Requires a High School Diploma and a degree from an accredited four-year college or university or have five (5) years of progressively responsible municipal work or any equivalent combination of education and experience.
2. Possesses considerable knowledge of modern governmental accounting principles and practices, and public administration.
3. Ability to establish and maintain effective working relationships with employees, City officials, media, and general public.

4. Ability to communicate effectively verbally and in writing.
5. Ability to handle confidential and sensitive information while maintaining confidentiality.
6. Valid Texas Driver's License and good driving record (required).

E. TOOLS AND EQUIPMENT USED

Personal computer, including Microsoft Office; email; phone; printer; copy machine; and general office equipment.

F. SPECIAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. While performing the duties of this job, the employee is frequently required to sit, talk, hear, use hands; and reach with hands and arms.
2. The employee is occasionally required to move around city hall and various locations throughout the City and nearby areas.
3. The employee must occasionally carry, lift, hold, push and/or pull up to fifty (50) pounds office supplies, files, equipment, and furniture.

G. WORK HOURS

This is a full-time position, forty (40) hours per week. Core work hours are between 8:00 am and 5:00 pm including one unpaid hour for lunch, Monday through Friday except holidays. Attendance at evening meetings and/or weekend events is required. This position is a full-time, exempt position and is eligible for compensatory time off as described in the CITY OF DRIPPING SPRINGS PERSONNEL MANUAL.

H. WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to perform the essential functions if needed.

1. While performing the duties of this job, the employee regularly works inside an office.
2. The noise level in the office work environment is usually mild.

I. SALARY

Salary is commensurate with the position. Pay days will be the days as listed in the current CITY OF DRIPPING SPRINGS PERSONNEL MANUAL.

J. BENEFITS

Benefits shall be in accordance with those outlined in the CITY OF DRIPPING SPRINGS PERSONNEL MANUAL, as may be modified by the employee's offer letter, written agreement, and subsequent revisions to the Manual.

K. EQUAL OPPORTUNITY EMPLOYER

The City's employment decisions are made without regard to race, color, religion, sex, age, national origin, sexual orientation, handicap, or marital status. Discrimination or harassment against any person in recruitment, examination, appointment, training, promotion, discipline, or any other aspect of personnel administration because of political or religious opinions or affiliations, membership or non-membership in employee organizations, or because of race, color, national origin, age, disability, veteran status, sex, or marital status is prohibited. If you would like to arrange for accommodations, we encourage you to contact the City Administrator at (512) 858-4725.

***Please note:** This Job Description is not a contract and shall not be construed to alter an employee's at-will relationship. The terms and conditions of any employee's position with the City may be altered by the City Council at any time. To the extent reasonably possible, this Job Description, the Personnel Manual, and the employee's Offer Letter and/or Employment Agreement shall be read together in harmony. If there are conflicts between this Job Description, the Personnel Manual, and the employee's Offer Letter and/or Employment Agreement, the most specific term or condition of employment shall govern.*



To: Mayor Bill Foulds Jr. & City Council
From: Tory Carpenter, AICP – Planning Director
Date: October 17, 2023
RE: Discretionary ETJ Disannexation Requests

I. Overview

Senate Bill 2038, which became effective September 1, 2023, provides a process for a property owner to request release from a City’s ETJ. However, properties within Hays County which were voluntarily annexed into the ETJ are exempt from this Senate Bill.

Staff has received several petitions requesting disannexation from the City’s ETJ. Most of these requests are for properties which were voluntarily annexed into the ETJ and are exempt from the recent legislation related to disannexation. For this majority of ETJ release requests, staff will only place them on a public agenda for consideration if they are sponsored by either the Mayor or two members of City Council.

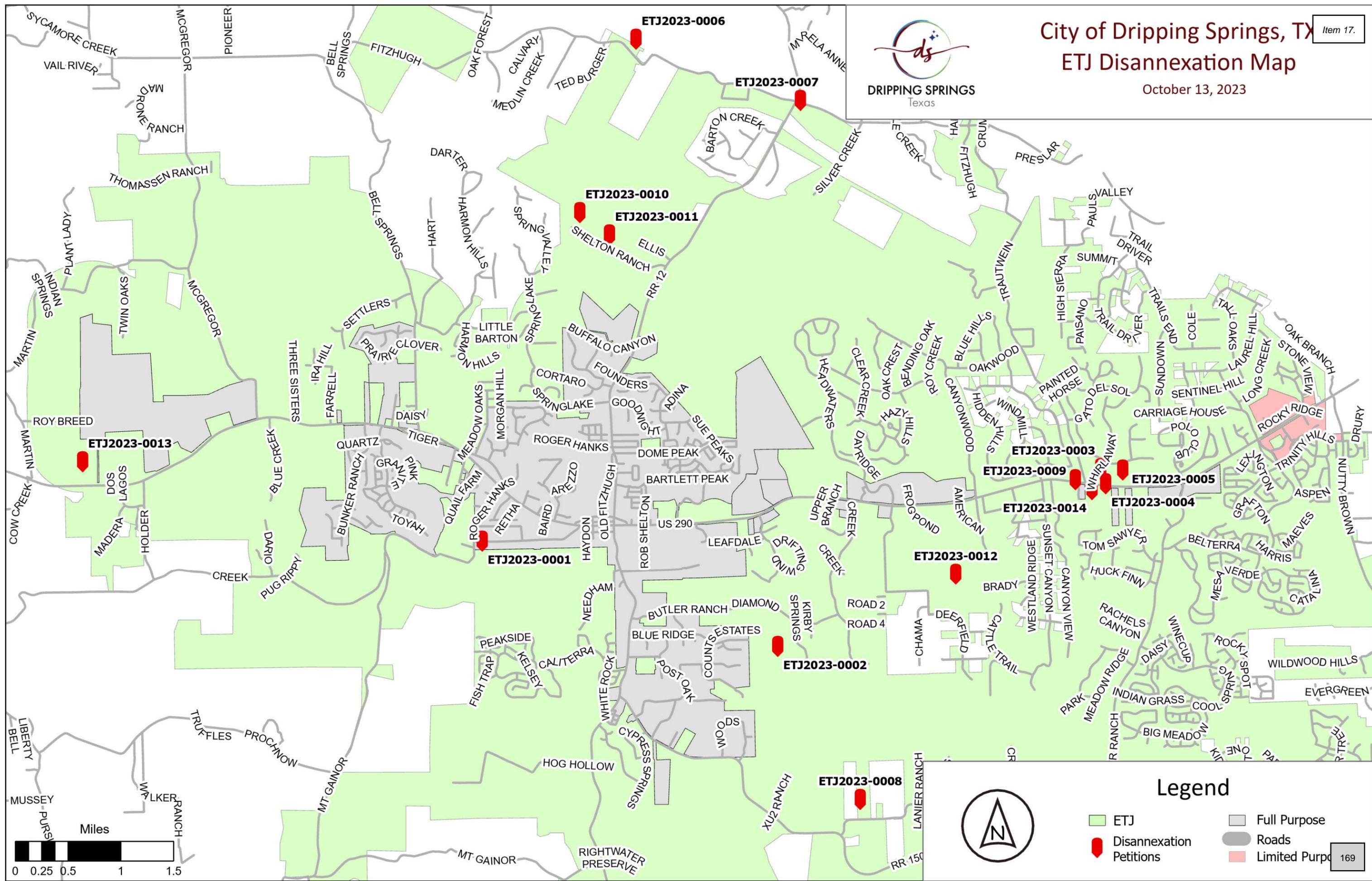
Staff is asking that City Council discuss and consider whether to sponsor any of the following ETJ disannexation requests.

II. List of Discretionary ETJ Discretionary Requests

Case Number	Owner Name	Project Name	Property Location	Acreage	Was ETJ Voluntary?
ETJ2023-0001	McMorris	Creek Road Horse Farm	Creek Rd @ Roger Hanks	62.745	Yes
ETJ2023-0002	Bolbock	N/A	1400 KIRBY SPRINGS DR	206.84	Yes
ETJ2023-0003	Googins	Julep	US 290 @ Whirlaway	10	Yes
ETJ2023-0004	Googins	Signal Hill	14155 W US 290	28.985	Yes
ETJ2023-0005	Cypressbrook	Ariza Springs	13900 W US 290	19.16	Yes
ETJ2023-0006	Loretta Nesbitt	N/A	1330 W Fitzhugh	3.395	Yes
ETJ2023-0007	LeFevre Holdings, LLC	N/A	31430 RR 12	19.92	Yes
ETJ2023-0008	Cowboy Church of the Hill Country	Cowboy Church of the Hill Country	211 Darden Hill	7.26	Yes
ETJ2023-0009	Zoerner	N/A	100 Longhorn Dr	5.021	Yes
ETJ2023-0011	Kudelka	N/A	500 Shelton	9.99	Yes
ETJ2023-0012	Serenity Hills Partnership	Sanctuary (Formerly ZOE, Serenity)	1111 Hays Country Acres	104.27	Yes
ETJ2023-0014	Kendrick	N/A	14275 W US 290	30.595	Yes

ETJ Disannexation Map

October 13, 2023



Legend

- ETJ
- Disannexation Petitions
- Full Purpose
- Roads
- Limited Purpose